



Standish Community High School

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Executive Headteacher: Mr A Pollard BA (Hons) MA NPQH
Head of School: Mrs L Barker BA (Hons)
When replying please ask for:

Mr A Grant
Head of Geography KS4
28th June 2018

Dear Parent/Carer

Year 10 Geography Fieldtrip to Hothersall Lodge

I am very pleased that your son/daughter has chosen to study GCSE Geography.

As part of the course, each student is required to complete two fieldwork investigations, one in a natural environment and one in a human environment. The skills and knowledge developed during these fieldwork experiences will be then tested through a formal written examination at the end of their GCSE course.

To assist our students in the development of fieldwork techniques, we have organised an opportunity for them to take part in a two day/one night residential trip to Hothersall Lodge Outdoor Education Centre. The focus of the fieldwork will be to study the changes in a rivers profile and how land use varies in an urban area. We have also arranged a selection of activities including the zip line, climbing, abseiling and indoor caving to complete the experience.

Due to the large number of students involved, we are proposing to take a group of students on Tuesday 18th to Wednesday 19th September 2018 and a second group of on Tuesday 25th to Wednesday 26th September 2018. Students will be allocated to one of these trips once all deposits are received and numbers finalised.

The cost of this trip is £75.50 which is payable in instalments, along with a £13.00 contribution towards transport costs. Included in the price are return coach travel, full board, accommodation, tuition and equipment. A full programme of activities led by Lancashire Outdoor Education specialists have been designed to meet the exact needs of students carrying out the fieldwork.

To confirm your sons/daughters place on this trip, a non-refundable of £25.50 is required by Monday 9th July 2018. If you have any questions please do not hesitate to contact Mr Grant in school.

Cancellations / Withdrawals

In the event that a student cancels their participation on an educational visit, any monies due to be refunded should be returned either by cheque or via online account to the parent/carer who made the payment. The amount of refund is dependent on how late the student is withdrawn from the activity, whether a replacement student can be found and what costs have already been met by the school which cannot be reclaimed. Where the trip has been organised through a tour operator or other external supplier, the cancellation charges which are described in the booking conditions / terms of the insurance will apply. Where a trip is not paid for in full one week prior to the date of the activity, the school reserves the right to withdraw any student from an educational visit.

Any place offered on an educational visit is conditional and may subsequently be reviewed by the Senior Leadership Team of the school. The school reserves the right to withdraw any student from an educational visit if the student repeatedly displays poor standards of behaviour in school and/or it is considered that their behaviour would pose a serious health and safety risk to themselves or others participating in the educational visit. In such a circumstance the school will not refund any payments to parent/carers already made to the tour operators or any external suppliers.

If your child's medical or contact details have changed since being updated in September 2017, please contact school as soon as possible with their new details.

Yours sincerely

Mrs L Barker
Head of School

For your information

- Please return all confirmation slips to the **Finance Office**.
- The £25.50 deposit is non-refundable in line with Hothersall Lodge booking conditions.
- We would prefer payments, if possible, to be made using the on-line payment system accessed via the school website (<http://www.standishchs.wigan.sch.uk/parents/onlinepayments>).
However, you can also pay by cash or cheque, which should be handed into the finance office. Please put the correct amount or a cheque (payable to Standish Community High School) in a sealed envelope with student's name, form and trip details on the front.
- The remainder of the balance will be collected on the dates shown below:

<u>Instalment Date</u>	<u>Amount</u>
By 9 th July 2018	£25.50 deposit
By 7 th September 2018	£50.00
By 17 th September 2018	£13.00 Contribution

- Alternatively you may wish to pay the balance in full by 7th September 2018

Additional Information

Hothersall Lodge is an Outdoor Education Facility run by Lancashire County Council. You can view its website [here](http://www.lancashire.gov.uk/outdooreducation/our-centres/hothersall-lodge.aspx).

<http://www.lancashire.gov.uk/outdooreducation/our-centres/hothersall-lodge.aspx> or by searching Google for Hothersall Lodge Lancashire.

To be completed and returned to the finance office no later than Monday 9th July 2018.

Year 10 Geography Fieldtrip to Hothersall Lodge **Confirmation of Attendance**

I give permission for my son/daughter _____ to take part in the Geography fieldwork residential visit to Hothersall Lodge.

I have enclosed a non-refundable deposit of £25.50 to confirm my child's place on the trip.

Signed: _____ Date: _____
(parent/carer)