

October 2019

Dear Parent/Carer

BBG Academy and its associated academies are organising an Outdoor Education Trip to the South of France for all students in Year 7 in order to develop their teamwork and communication skills, as well as experience activities in the outdoors.

The trip includes:

Return flights and transfers from the Academies to the Ardeche region in the South of France, full board, insurance and expert-guided instruction for all activities. These will include kayaking, mountain biking, and a high ropes course. The students will be camping during the week at a campsite near the village of Vagnas. Tents and sleeping bags will be provided by the academies. On the campsite, there is a swimming pool, table tennis, football/rugby, basketball, volleyball and a games arcade.

- **As the trip involves cycling all students must be able to ride a bike.**
- **As the trip involves kayaking and swimming all students must be able to swim a minimum of 25 metres.**

If students can not currently cycle or swim, please indicate on the reply slip.

The trip is for one week and will take place between May and July 2020;

- **Please be aware that for some students this will include travelling during the half term holiday in June.**
- **Depending on numbers we may have to use the last week of the summer term. This will then mean students will return during the first week of the summer holidays.**

Exact dates of the trip for your son/daughter will not be confirmed until we have established numbers and flights have been released. We expect this to be approximately January 2020.

- **In order to travel all students will need a valid passport, with at least 6 months remaining from the date the student will be travelling.**

BBG Academy, Bradford Road, Birkenshaw, West Yorkshire, BD19 4BE

Tel: 01274 871225 Email: office@bbgacademy.com

www.bbgacademy.com

The Rodillian Multi-Academy Trust is a Company Limited by Guarantee

Rodillian Academy, Longthorpe Lane, Lofthouse, WF3 3PS

Reg. No. 07990619

The total cost for the trip is £475.00 to allow as many students as possible to have the opportunity for this wonderful experience. The full payment must be received by Friday 20th March 2020. Failure to pay in full by this date will result in your child being removed from the trip. If you do have concerns over paying the full amount by the due date please contact Tanya Binns (tanya.binns@bbgacademy.com) to discuss this at least 4 weeks before the deadline date.

Please note that if you withdraw your child from this trip at any stage, that the Terms and Conditions Agreement Form will be enforced to collect monies owing.

At present, we are asking for a £100.00 deposit to be paid by Friday 15th November 2019 in order to secure your place. The next payment of £75.00 will be due by Friday 13th December 2019. All participating students will need to have paid £175.00 by Friday 13th December 2019. The remainder of the payments must be paid by the following deadlines;

Friday 17th January 2020 - £100
Friday 14th February 2020 - £100
Friday 20th March 2020 - £100

Payment for this activity/trip must be made via your ParentPay account.

If you would like a place to be reserved for your son/daughter, please complete the Terms and Conditions Agreement Form enclosed and return it with the reply slip to Reception and pay the £100 deposit via ParentPay.

We will not reserve your child a place without receiving all the documents fully signed and dated and the deposit has been paid via ParentPay.

All parents / carers will be invited to an information evening in December where further information will be given and any questions answered. If you have any questions or financial concerns, please do not hesitate to contact Tanya Binns (tanya.binns@bbgacademy.com)

Yours faithfully

Miss Binns

Director of Teaching and Learning/Head of Year 7

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Reply Slip: Please return to Student Services (Year 7 South of France Trip 2020)

Name of Student:

Form:

(Please ensure that the name shown on the passport matches what is written above)

I would like to reserve a place for my son / daughter on the Outdoors Education trip to the South of France from May 2020 through to the end of July 2020 and enclose the Terms and Conditions Agreement Form. I have paid the **non-refundable deposit of £100.00 via ParentPay.**

I will ensure that next installment of £75.00 will have been paid by no later than Friday 13th December 2019.

I acknowledge that if I withdraw my child from this trip at any stage that the Terms and Conditions Agreement Form will be enforced to collect monies owing.

I am aware that I will need my son/ daughter to have a valid passport by 13th January 2020 at the latest and that there must be a minimum of 6 months remaining on the passport from the date of travel.

I also understand that they may have to travel during the Summer Mid-Term Break in June (Friday 12th June 2020 – Monday 22nd June 2020). I also understand that the return travel may include some of the first week of the summer holidays (Wednesday 15th July 2020 – Tuesday 21st July 2020).

I understand that if my child has an illness or an injury during their allocated week, I would need to contact school to discuss alternative arrangements that may not be guaranteed and subject to further payments.

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Part of



Please provide details and evidence below if you have already made plans between May 2020 through to end of July 2020 e.g. Holiday Booking Forms:

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Please note: Even with proof of a Holiday Booking Form we may still not be able to accommodate your child.

If your child is unable to swim 25m tick this box
If your child is unable to ride a bike tick this box

In order to ensure all France correspondence make it to parents, we would like to use email as our main form of communication. Please provide your preferred email address.

Parent/Carer Email Address:

Parent / Carer Signature: **Date:**

BBG ACADEMY

Terms and Conditions Agreement Form for Residential Trips

This form must be completed and returned to the Academy your child attends. Failure to do so could jeopardise your child receiving one of the places available.

Trip: **South of France Outdoor Education Trip 2020**

Dates Between: May 2020 to July 2020 including the Summer mid-term week.

Total Cost of Trip: £475.00

I/We agree to the terms and conditions stated on this form and if for any reason I/We change our mind about our child attending the trip, I/We acknowledge I/We will have to pay the percentage outlined below. I/ We understand that in the unlikely event the academy decides to remove our child from the trip due to behaviour that we will have to pay the percentage outlined below:

If the cancellation is due to illness, you may, upon production of a doctors' medical certificate, be able to claim some money back via an insurance claim.

Cancellation Dates	Cancellation Charges	Amount Charge
Date of letter informing Parent/Carer that their child has been accepted on the trip	Loss of Deposit, or greater if the flight has been booked.	£175.00
28 th February 2020	60% of the total amount of the trip	£285.00
31 st March 2020	80% of the total amount of the trip	£380.00
30 th April 2020	100% of the total amount of the trip	£475.00

Name of Student: Date of Birth:

Name of Parent/Carer(s): (Please print)

Parent/Carer(s): (Please sign)

Date:

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