

**Telford Junior School**  
**Telford Avenue Leamington Spa CV32 7HP**

November 2023

**Year 6 Residential to JCA Adventure, Condover Hall, Shropshire**

**Sunday 17<sup>th</sup> March – Wednesday 20<sup>th</sup> March 2024**

Dear Parent/Carer,

We are delighted to say that the final cost of the residential trip is at the lower end of the amount we had anticipated for the 3 night, 4-day adventure and has come in at £295 per child. **As mentioned in our previous letter, payment of the final amount of £195 is now due.** Please make your payment via ParentPay by 6<sup>th</sup> December 2023 to secure your child's place. If you anticipate any difficulty making your payment by this date, please contact the school office so that we can support you with this.

We will be holding a parent/carers information evening about the residential arrangements early in the Spring Term and look forward to sharing more of the details with you then.

With very best wishes,

The Year 6 Team

**Funding of the Residential Trip**

The school's Charging and Remissions Policy:

<https://www.telfordjuniorschool.com/school-policies/>

explains (under Residential Visit) that the school can charge for the board and lodging element of the residential visits, but we need to also ask parents/carers for a contribution to cover the full cost of the trip in order for it to take place. The costing for the trip includes transport and other costs in addition to the fee for places at the venue.

The school is still required to meet these costs regardless of cancellation of places, which is why we require payment in full and at least a proportion of the fee charged to parents/carers as a non-refundable amount. The school is in budget deficit so this year it is more important than ever that we receive all monies to cover the cost of the trip.

The policy also states (under Voluntary Contributions) that 'No child should be excluded from an activity because his/her parents are unable/unwilling to pay'. If you would like your child to go on the residential trip but due to financial reasons cannot pay any/all of the cost, please could you inform the school office as soon as possible in order for us to determine the shortfall in income prior to final bookings. The policy states (under Voluntary Contributions) that 'when a visit is dependent on voluntary contributions in order for it to take place, it will have to be cancelled if there are insufficient contributions'.