

**BOURNE ELSEA PARK CHURCH OF ENGLAND PRIMARY ACADEMY**  
**CEO/Executive Headteacher: Mrs S J Moore**  
**Head of School: Mrs L Jordan**  
**Email: BEP.enquiries@abbeyacademies.co.uk**

**Sandown Drive**  
**Bourne**

**Tel: 01778 426968**

27<sup>th</sup> January 2025



Dear Parent/Carer

**YEAR 4 RESIDENTIAL VISIT**  
**3<sup>rd</sup> MARCH - 5<sup>th</sup> MARCH 2025**

We are delighted to invite you and your child/ren to attend a 30-minute information session on **Tuesday 4<sup>th</sup> February at 3.30 p.m.** to discuss the arrangements for our residential visit to Caythorpe.

Please find attached TWO loco parentis forms for your child's visit to Caythorpe, which must be completed for our records and returned to school no later than **Friday 31<sup>st</sup> January**. One copy is for your retention. Please do not hesitate to contact us should any medical or allergy information change before our residential visit.

Please also find attached a list of proposed activities to be undertaken, along with a recommended kit list.

Insurance is provided by Aviva and full details can be found at:

<https://www.pgl.co.uk/Files/DocumentManagerDocuments/Web/Insurance/PGL-Insurance-Affinity-Summary.pdf>

We look forward to seeing you on 4<sup>th</sup> February.

Thank you.

Yours sincerely

Miss Ockwell & Mrs Shore  
Year 4 Class Teachers