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 **Tel: 01778 426968**
Bourne



4th June 2025

Dear Parent/Carer

Year 4 Residential Visit to PGL Centre at Caythorpe Court, Lincolnshire
Monday 2nd – Wednesday 4th March 2026

We are now in the process of planning our Year 4 residential visit 2nd – 4th March 2026 to the PGL Centre at Caythorpe Court. This is in the next academic year when your child will be in Year 4. We will be joined on this visit by our peers from Colsterworth C of E Primary School.

Whilst at Caythorpe Court, the children will be involved in activities such as abseiling, archery, climbing, fencing, and various other activities. They are kept very busy! All activities are run by qualified instructors with specialist equipment provided by the centre. We have attached a copy of the 2025 activity list as a guide although please note that these might be subject to change.

This visit may seem a long way in the future, but it is necessary to make reservations now to secure the places. Your child may seem young at the moment to participate but from past experience Year 4 have thoroughly enjoyed this type of visit and found it a worthwhile experience to learn new skills and qualities about themselves and indeed many parents/carers and children have regretted not accepting the opportunity when offered.

The total cost of this visit, which is dependent on final numbers attending, **should not exceed £185.** It includes all accommodation, activities, instructors' fees, meals, insurance, specialist equipment and coach hire.

If you wish your child to take part in this visit an initial **non-refundable £40 deposit** should be paid by ParentMail +Pay **by 9.00 a.m. on Monday 30th June 2025.**

Further payment deadlines are as follows:

£29 by **31st July 2025**
£29 by **31st August 2025**
£29 by **30th September 2025**
£29 by **31st October 2025**
£29 by **30th November 2025**

Please ensure all payment deadlines are met.

Full payment for the visit must be made **by 30th November 2025** at which point, if full payment has not been received, your child will be unable to take part in the visit and any payments made may be forfeited.

As this is a curriculum enrichment activity financial support towards the cost of this visit may be available for parents/carers in receipt of:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

Qualifying parents should contact Mrs Jones, Senior Administrator (telephone 01778 426968 or email BEP.enquiries@abbeyacademies.co.uk), who will treat the matter in the strictest confidence.

When deciding whether or not to run such a visit, consideration has been given to the increased pressure on family finances due to the current economic climate. Please do let us know if you require any additional support in this respect by emailing BEP.enquiries@abbeyacademies.co.uk

Deposits should be paid and consent given on ParentMail +Pay by **9.00 a.m. on Monday 30th June 2025**. Full details of travel, clothing etc. will be sent to you at a later date.

If you have any questions or queries about the visit, please do speak to your child's class teacher.

Yours sincerely



Mrs L Jordan
Head of School



Please note:
Refunds and cancellations – in the event of a pupil withdrawing from a visit not covered by insurance, then any deposit will be lost and additional monies paid cannot be refunded unless a substitute student is available to take the place.

The Academy does not hold reserve funds which might allow it to cover the losses which would otherwise occur through cancellations. Our policy exists to ensure that public funds are not placed at risk as a result of withdrawals and cancellations.