



December 2023

Dear Parent/Carer

Year 9 Enrichment Week 2024 - Monday 24 June 2024 to Friday 28 June 2024

During the Summer Term, the normal school timetable is suspended for a week while students take part in trips and activities tailored to their year group. Enrichment Week is an important aspect of Backwell School life, giving students the opportunity to enjoy new experiences, learn different skills and build strong bonds with their peers. Trips take students out of their comfort zone and provide a great opportunity to enhance their learning out of the classroom, try something new and create lifelong memories.

During this week our entire Year 9 cohort will be heading to Cornwall to enjoy a varied programme of activities in a spectacular setting. We are delighted that our students will have Falmouth University (Penryn Campus) as their residential base, an invaluable opportunity for students to experience life at a top-notch university campus.

Please refer to the relevant Enrichment Week booklet for more details. Enrichment Week involves the school working with external providers; please help us to meet the deposit deadlines by following the payment schedule. Payments should be paid via ParentPay, our online cashless payment system. If you have any issues accessing ParentPay, please contact the Finance team via finance@backwellschool.net or on their direct line: 01275 465941.

Details regarding Financial Assistance can be found on the school website:

<https://www.backwellschool.net/page/?title=Financial+Support&pid=28>

Should you want to use Pupil Premium funding towards Enrichment Week, or require financial assistance in a non-Pupil Premium capacity, please fill in a [Financial Assistance form](#). Students in receipt of Free School Meals funding will receive a separate communication. Please note that financial assistance cannot be used to pay deposits.

Next steps:

- Familiarise yourself with the [Enrichment Week booklet](#) and [Terms & Conditions](#) information
- Please log on to [ParentPay](#) and start paying the deposit
- *Go through the Behaviour Agreement form with your child and submit the MS Form <https://forms.office.com/e/Ez2yp0PpuV> (9 minutes to complete)
- *Fill out the Student Essential Information and submit the MS Form <https://forms.office.com/e/sFA6dZBXT8> (5 minutes to complete)

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*The deadline to submit this information is when you pay your trip deposit.

If you have any questions please contact the Enrichment Team on 01275 465 942.

Yours sincerely

A handwritten signature in black ink, appearing to be 'BGP' with a stylized flourish.

Beverly Gibson-Patteux
Enrichment Coordinator - Student Services

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YEAR 9 ENRICHMENT WEEK 2024 TERMS AND CONDITIONS

The cost of the trip is £433

Please see table below for the minimum expected payment schedule. **All deposits are non-refundable** and are required in conjunction with the Student Essential Information and Behaviour Agreement requested via MS Form links on the School Comms letter home. The deposit account for £133 is now available on ParentPay for payment.

Non-refundable deposit by 15 December 2023	1 st instalment by 15 January 2024	2 nd instalment by 19 February 2024	3 rd instalment by 18 March 2024	FINAL instalment by 22 April 2024
£133	£75	£75	£75	£75

If you are having problems paying the instalments you must notify the school in writing at the earliest opportunity. These monthly amounts have been set to ensure that the balance is paid by 22 April 2024; however, you can pay the balance in full at any time before this date. We expect the trip to be paid in full by 22 April 2024 to ensure we can fulfil our contractual obligations to the accommodation and activity providers.

Medical and Emergency Contact Information

Your child will not be allowed to participate in any out of school activity without providing the Student Essential Information which will be requested via a MS Form link on the School Comms letter home. It is your responsibility to inform us of any changes to the information on this form prior to the departure date. This form is taken on the trip and held by the trip leader in case of emergency as parental consent for treatment.

Insurance

All trips are fully insured by the school journey insurance. If your child is unable to take up their place due to a medical condition during Enrichment Week, we require confirmation in writing from a doctor. Please contact us as soon as possible.

Electronic items such as cameras, mobile phones and games consoles are not covered by the school insurance. These are taken at the owner's risk.

Behaviour

The school reserves the right to exclude from any trip/activity a student whose behaviour has given cause for concern at any stage before the trip. Students removed from a trip for a behaviour issue (including attendance) will not be entitled to a full refund. If a student does not behave to a reasonable standard whilst on the trip, arrangements will be made for him/her to return before the rest of the group. The parent/carer will be responsible for any expenses incurred as a result of this. The cost for any property damaged due to the carelessness /misconduct of a student will be the responsibility of the parent/carer.