

26<sup>th</sup> September 2024

Re: Year 8 Residential 2025 – PGL – Caythorpe Court

I am writing to inform you of an exciting opportunity for your child this academic year. We have planned a trip to Caythorpe Court and we want to give parents/carers as much notice as possible so as many students can attend the trip they wish. Please find the information for the trip below:

**Wednesday 9<sup>th</sup> July 2025 – Friday 11<sup>th</sup> July 2025. Cost Approx £310 (Restricted to 80 students)**

An initial non-refundable deposit of £54 will need to be paid by 7<sup>th</sup> October 2024 with further monthly instalments outlined below:

- 31<sup>st</sup> October 2024 - £32
- 30<sup>th</sup> November 2024 - £32
- 31<sup>st</sup> December 2024 - £32
- 31<sup>st</sup> January 2025 - £32
- 28<sup>th</sup> February 2025 - £32
- 31<sup>st</sup> March 2025 - £32
- 30<sup>th</sup> April 2025 - £32
- 31<sup>st</sup> May 2025 - £32

The cost of the trip includes:

- Return travel to and from PGL
- Full board accommodation
- Insurance
- All activities and equipment, activities will be led by specialist staff at the centre

The school will reserve the right to withdraw any participant from the trip if their school behaviour were to fall below an acceptable standard as agreed to in the home/school agreement. If a student is removed due to behaviour concerns this could result in financial loss. Please ensure you have read and understood the terms and conditions on the reverse side of this letter.

All payments need to be made through the Wise Pay online payment system which will be open from **6.30pm on Tuesday 1<sup>st</sup> October 2024** and places will be awarded on a first come first served basis. Prior to making the initial deposit you will also be required to complete the behaviour contract. For any queries regarding the trips please contact **Mr K Fitzpatrick** via [enquiries@corbytechnicalschool.org](mailto:enquiries@corbytechnicalschool.org). We understand that the cost of activities week may be a concern for some families. Our school is committed to ensuring that every student has the opportunity to participate, regardless of financial circumstances. If the cost presents a challenge, we encourage you to reach out to us confidentially to discuss any financial assistance we could provide.

Yours sincerely,



Mr K Fitzpatrick  
Assistant Principal

## **OFF SITE ACTIVITIES – TERMS AND CONDITIONS**

### **General**

Any student leaving Corby Technical School prior to the trip will not be permitted to travel and will forfeit all monies paid.

### **Non-refundable deposits**

All deposits are non-refundable.

### **Non-refundable payments**

Should a student withdraw from the trip or be unable to travel, you will be liable for monies paid to the Travel Company by Corby Technical School in accordance with the detailed payment schedule, unless covered by the insurance or there are students on the waiting list for the trip who are able to take the place. Deposits, in this case, are still non-refundable as Corby Technical School has to pay the administration charges for name changes to the Travel Company.

### **Health form and emergency contact details**

It is a pre-requisite for every trip that students provide a completed and signed form containing details of any existing medical conditions plus details of any medication they are currently taking. Twenty-four hour emergency contact details for students must be provided to us prior to the trip.

### **Conduct**

The Principal reserves the right to remove any student from any trip in the event of a serious behavioural incident occurring prior to the date of travel. Any refund will be at the discretion of the Principal.

### **Insurance**

Health and travel insurance is included in the price of the trip. Full details can be made available on request.

### **Force Majeure**

Corby Technical School cannot accept liability, make any refunds or pay any compensation where circumstances amounting to 'force majeure' prevent travel. Circumstances amounting to 'force majeure' include any event which the tour company or Corby Technical School could not, even with all due care, foresee or forestall such as (by way of example not by way of limitation) war, threat of war, riot, civil unrest, industrial dispute, terrorist activity, natural or nuclear disaster, fire, acts of God, adverse weather conditions, and all similar events. The final decision concerning the safety and viability of any trip rests with the Principal, who will, where possible consult with parents beforehand.

### **Payment schedule**

Any default in payment, unless previously agreed with the Finance Office, will result in the place being withdrawn. You will be liable for monies paid to the Travel Company by Corby Technical School in accordance with the detailed payment schedule, unless there are students on the waiting list for the trip who are able to take the place. Deposits, in this case, are still non-refundable as Corby Technical School has to pay the administration charges for name changes to the Travel Company.

### **No outstanding balance on student account**

The Principal reserves the right to refuse a place to any student who has a substantial outstanding balance on their Wisepay account (this relates to any outstanding funds for school meals or previous trips), either on payment of the deposit or at any time thereafter. In addition, it is expected that all accounts will be settled in full no later than one month prior to departure.