



14th September 2021

Dear Parents,

Residential School Journey

Manor Adventure, Culmington Manor, Seifton, Craven Arms, Shropshire SY7 9BY

Further to my letter of 19th July and the meeting with Mike Jakes from Manor Adventure, we have made a provisional booking for the Y6 children to visit Manor Adventure in Shropshire from Monday 14th-Friday 18th March 2022. We have always found that the children's self-esteem grows enormously during a residential week away and they come back full of confidence and united as a team.

The site is located within a 100-acre estate in an area of outstanding natural beauty in the south Shropshire countryside. We have chosen this provider because they offer a wide range of outdoor and adventurous activities alongside excellent facilities.

At Manor Adventure, fully trained, qualified instructors provide instruction in a full programme of activities in a safe, controlled environment. The activities available include archery, canoeing, caving, climbing, fencing, orienteering and many more. For further information about the centre, please see www.manoradventure.com

We anticipate that the total cost per pupil for the visit to Manor Adventure will be £450, which includes full board accommodation, all instruction and activities, equipment and the cost of return coach travel to the centre.

As outlined previously, to secure a place for your child we require an initial non-refundable deposit of £50.00 by 30th September 2021. You may then make regular weekly or monthly payments to pay the outstanding amount, which is required by Wednesday 5th January 2022. Failure to settle the full amount by this time will mean that we may be unable to take your child away.

Payment schedule options following payment of the non-refundable deposit via School Gateway:

Option 1	Option 2	Option 3
Full payment of £400 by 1/11/21	10 weekly payments of £40 as follows:	Monthly payments as follows:
	Week ending 8/10/21 £40	1/11/21 £150
	Week ending 15/10/21 £40	3/12/21 £150
	Week ending 22/10/21 £40	3/1/22 £100
	Week ending 5/11/21 £40	
	Week ending 12/11/21 £40	
	Week ending 19/11/21 £40	
	Week ending 26/11/21 £40	
	Week ending 3/12/21 £40	
	Week ending 10/12/21 £40	
	Week ending 17/12/21 £40	

Please note the following terms and conditions in the case of cancellation relating to the Manor

Adventure element of the costing.

Manor Adventure cancellation policy

Period before arrival during which cancellation is received

Cancellation charges

70 days or more **Deposits paid**

69-14 days **75% of total**

13 days or less **100% of total**

CANCELLATION BY MANOR ADVENTURE

Manor Adventure reserves the right to cancel your course. In this unlikely event, all money paid will be returned to you and we will attempt to offer you a comparable course. In no case except for reasons of war, riots, civil disturbances, terrorists action, industrial disputes, fire, natural disasters, or similar events beyond our control, will cancellation take place two weeks or less prior to the commencement of the course.

GOVERNMENT INTERVENTION

Should either the UK Government impose travel restrictions or impose a lockdown for whatever reason, Manor Adventure will transfer all monies paid to an alternative date. No refund would be payable as the matter would be outside Manor Adventure's control.

If your child sustains a broken limb, serious injury, has a medical condition or disability or undergoes anaesthetic within the six months prior to departure, you must inform us immediately. This may mean that Manor Adventure will not accept a child as being fit and able to participate under their terms and conditions.

Should your child sustain a serious injury prior to the trip, which would mean they were unable to participate, we would make an insurance claim on your behalf. The initial £50.00 deposit would, however, be non-refundable. A medical note would be required for us to make such a claim.

Please be aware that Killigrew reserves the right to withdraw the offer for your child to take part in the school journey if your child's behaviour causes significant concern e.g. if your child receives a fixed term exclusion for disruptive or defiant behaviour which disturbs others learning.

Yours sincerely,

T. Mylotte

Headteacher