



To Parents/Carers of all Pupils/Students

17th October 2016

Dear Parent/Carer,

New Trips and Visits Policy

Trips and visits are an important part of school life, enabling children to learn outside of the classroom, to experience different languages and cultures, to participate in challenging activities and to develop their social skills.

We have always provided a wide range of trips and activities at Saint Cecilia's and have recently reviewed our Trips and Visits Policy. The review of the policy has aimed to ensure every child has equal opportunity to participate; to reduce administration costs; and to minimise the impact that residential trips have on learning within the classroom.

Annual Trip Consent Form

To reduce administrative costs of local trips, we are introducing an annual trips consent form, which we are asking all parents to sign and approve once per academic year.

This consent will cover activities that are low risk and low cost that we run on a regular basis throughout the year. It is very rare for a parent to withhold consent for these trips and they generate thousands of forms every year. Any trips that include more complicated travel plans, more adventurous activities or an overnight stay will require additional consent specific to the particular trip. Should you provide annual consent, you will be notified in advance that your child will be attending a trip so that you can withdraw consent should you wish to do so.

The Annual Trips Consent Form is attached. Please could you read fully before signing and returning to the school if you agree to this consent.

Activities Week 2017

We are introducing an activities week, which will take place from 10th – 14th July 2017, during which all children will have the opportunity to attend a residential trip or participate in a week of local activities and excursions from school. By bringing the majority of our trips together in one week, the disruption to lessons we have previously experienced with multiple trips going out at different times of the year will be significantly reduced. This change will bring greater continuity of learning to all the children.

Full details of the local activities and excursions will be provided before we break for May half term, but we expect the week to include visits to London Museums and Galleries; conservation activities; sporting activities; and team challenges. These activities will be local and low cost ensuring that anyone who has not chosen to attend a residential trip during activities week, can participate in a full week of activities for just £30.

Residential Trips

The full programme of residential trips for the next academic year is listed at the end of this letter. The new policy seeks to ensure that every child has the opportunity to attend residential trips during their time at Saint Cecilia's and we intend to run this programme of trips each year so that children can know what to expect as they progress through the school.

Our intention is to provide consistency each year, wherever possible, so that you can plan ahead and save for the trips that would most benefit your children.

The majority of residential trips will only be provided in Activities Week or during school holidays so that disruption to lessons and learning is minimal. The exceptions to this are our language exchange programme, fieldtrips for geography and science, Duke of Edinburgh expeditions and the music tour.

Financial Assistance

We appreciate that residential trips are expensive so payment plans are provided to spread the cost. By promoting all trips at the same time and running a similar programme each year, you will be able to plan ahead without the worry of missing out on a trip that previously might have been launched later in the year.

Our financial assistance scheme provides support with the costs of trips and activities and we invite applications for the year to be submitted by 31st October. By considering all requests for the year together, this will mean that our limited support is fairly allocated.

If you have any questions or queries about the new trips policy, please contact your child's mentor in the first instance. If they are not able to answer your query, I will be happy to discuss and resolve.

Yours sincerely,



Dave Cobb
School Business and Development Manager

RESIDENTIAL & OVERSEAS TRIPS 2016-17

Trip	Dates	Length	Year groups	Approximate Cost
Berlin History trip	9 th – 12 th Sept 16	3 nights	11	£380
Dof E Silver Practice New Forest	28 th – 30 th Sept 16	3 days, 2 nights	13	£175
DofE Bronze Assessed South Downs	10 th – 11 th Oct 16	2 days, 1 night	11	£100
DofE Silver Assessed South Downs	10 th – 12 th Oct 16	3 days, 2 nights	13	£175
Younger years ski trip Natz, Italy	11 th - 18 th Feb 17	7 nights	8,9,10	£760
6 th form ski trip Austria	10 th – 18 th Feb 17	8 nights	12 and 13	£900
Krakow A-Level Philosophy & Ethics	25 th – 28 th Feb 17	3 nights	12 and 13	£350
Biology field work Juniper Hall	17 th -20 th Mar 17	3 nights	12 and 13	£260
Operation Wallacea Mexico (every two years)	9 th – 24 th July 17	15 nights	12&13	£2,500
Wild Child Herfordshire	10 th –14 th July 17	2 nights	7	£190
Barcelona	10 th –14 th July 17	4 nights	8	£650
Camping/activity trip Ardeche	10 th –14 th July 17	4 nights	9	£750
Venice	10 th –14 th July 17	4 nights	10	£600
Music Tour Tuscany	15 th –20 th July 17	5 nights	All	£600