

July 2010

Dear Parents/Guardian

On Friday, 15<sup>th</sup> October, which is the first Activity Day of the new academic year, I am organising a Year 10 Team Building Activity Day at Mersea Island. This activity is organised by the outdoor pursuits team at Mersea, who will be responsible for the instruction and safety of our pupils.

The trip will leave at 7.45am and return by approximately 4.45pm. The cost of this activity is £31.00 which includes return travel, all activities and insurance. **Full payment is required by Wednesday 15<sup>th</sup> September 2010.**

As with most school trips we are only allowed to ask parents to make a voluntary contribution towards the cost. **This payment is not compulsory, but if insufficient voluntary contributions are raised to fund the visit, then unfortunately it will have to be cancelled.**

Parents who can prove they are in receipt of the following benefits will be exempt from paying the cost of the trip:

- Income Support (IS)
- Income Based Jobseekers Allowance (IBJSA)
- Support under part VI of the Immigration and Asylum Act 1999;
- Child tax Credit, provided that Working Tax Credit is **not** also received and the family's income (as assessed by Her Majesty's Revenue & Customs) does not exceed £16,040 (Financial Year 2009/10);
- The guarantee element of State Pension Credit; and
- An income related employment and support allowance that was introduced on 27 October 2008.

Please pay for this trip using ParentPay. If you have any problems making payment on ParentPay please telephone Mrs Martin or Mrs Emery on 01702 476026 to make payment over the telephone. If the trip is undersubscribed, all deposits will be returned however if your daughter withdraws, a refund will not be possible.

On the day, pupils should wear sensible outdoor clothing and shoes and I suggest that they bring a change of clothing with them in case of poor weather. A packed lunch is also required.

Yours sincerely

Miss G Fairfax  
Learning Manager