



Headteacher : Dr Simon Letman BA, MA, EdD  
Deputy Head : Nicola Shelley

21<sup>st</sup> April 2017

Dear Parent/Carer,

## Activities Week 2017

I am writing to provide you with more information about this year's 'new look' Activities Week which takes place week beginning 10<sup>th</sup> July. It will involve all students in Years 7-10, with the exception of those Year 9 students going on the trip to Paris.

We have planned a busy week, combining on-site activities and a variety of day trips. For example, the Year 7 programme includes trips to Minsmere nature reserve and Pleasurewood Hills as well as a full day of themed activities within the Academy linked to this year's peninsula projects focused around the author Arthur Ransome and the Shotley Pier restoration project. All year groups will be engaging with these important community activities throughout the week.

Year 8 students will visit Colchester Zoo and Pleasurewood Hills and will spend a day working on STEM activities in the Academy (Science, Technology, Engineering and Maths). The Year 9 programme will include a Technology Day and Year 10 students will have a day out at the Imperial War Museum and spend a day at Suffolk One focusing on post-16 progression. We end the week with Sports Day for all on Friday 14<sup>th</sup> July. Full details of the programme for all years will be published in due course.

We have tried to construct a programme for each year group which combines learning, challenge and fun and we think that there is something for everyone this year. We have also tried to limit the cost to families and to put together a package which we hope will be affordable and very good value for money. The cost comes from the hire of coaches for day trips and entry to some facilities.

The cost for each student will range from £35.00 to £38.00, depending on the year group and the activities, which can be paid in three instalments or a single payment if preferred. Please refer to the attached reply slip for details of the payment schedule.

We regret that it will not be possible for students to take part in day trips unless the full balance has been paid. Due to transport arrangements and costs, it will also not be possible for students to pick and choose between the day trips on offer. They will need to attend both or neither. Students not wishing to attend any day trips will be supervised on site and work will be set for them.

I would be grateful if you could complete the attached permission slip and return it to your son/daughter's Form Tutor by Friday 28<sup>th</sup> April together with a deposit of £10.00, if your son/daughter wishes to attend the two day trips for his/her year group.

Yours sincerely

Dr Simon Letman

# ACTIVITIES WEEK YEAR 7 PERMISSION FORM

Student Name ..... Form .....

I give / do not give permission for my son/daughter to attend Activity Week day trips.

I acknowledge that the staff will be liable in the event of any accident only if they have failed to take responsible care of my child during the visit. I consent to my child receiving medical treatment which, in the opinion of a qualified medical practitioner, may be necessary.

I enclose **£36.00** full payment (cheque payable to Holbrook Academy)

**OR**

I enclose a deposit of £10.00, and agree to pay the following instalments:

£13.00 to be paid by Friday 19<sup>th</sup> May

£13.00 to be paid by Friday 16<sup>th</sup> June

Please ensure your payment is in an envelope clearly marked Activity Week with your son/daughter's name. This envelope should be handed to your son/daughter's form tutor.

My child is entitled to free school meals and would like to order a pack lunch for the days they are on trips out of the Academy.

Signed ..... (Parent/Carer)