



Brine Leas School

An Academy

Believe, Learn, Succeed

June 2017

**Re: Menai Residential Visit 16<sup>th</sup> – 20<sup>th</sup> October, 2017**

Dear Parents / Guardians,

I am writing to you regarding the Menai Residential visit that will be taking place from Monday 16<sup>th</sup> – Friday 20<sup>th</sup> October, 2017.

For many years we have considered the Menai residential to be an essential part of our transition process. Children engage with their new school, make friends and fully join in the house system.

An Information Evening will take place in the Main Hall on Wednesday 20<sup>th</sup> September, 2017 at 6.30pm. There will be a presentation from a representative of the Conway Centre and it is an opportunity for our team to answer any questions or concerns you may have regarding the residential.

The school Finance team will also be in attendance during the evening from 6.00pm – 7.00pm for anyone wishing to make a payment by cash or cheque. This also offers the opportunity to discuss any financial queries directly with the Finance team discreetly. *Please note we are unable to accept payment by debit/credit cards.*

The cost of the visit is £255 which includes all food, accommodation and four days of activities. Despite an increase in the rates from the Conway Centre we have managed to keep the cost the same as last year. In some circumstances we can offer the option of a 'payment plan' providing this is agreed with the school in advance.

If you would like your child to attend the visit, please complete the permission slip attached and return it to school with a non-refundable deposit of £125 **no later than Friday 15<sup>th</sup> September, 2017**. The final balance is to be paid by **Wednesday 4<sup>th</sup> October, 2017**.

I have also enclosed a Form C (Parental Permission). Please could you complete the form detailing any medical issues and medication and return it along with the permission slip. Unfortunately, without the Form C being returned to school, your child will not be allowed to attend the visit.

Headteacher:

Mr Andrew Cliffe  
Audlem Road, Nantwich  
Cheshire, CW5 7DY

Tel. 01270 625663  
Fax. 01270 610373  
Email. [info@brineleas.co.uk](mailto:info@brineleas.co.uk)  
[www.brineleas.co.uk](http://www.brineleas.co.uk)



If your child is currently eligible for Free School Meals / has in the past been on Free School Meals since 2011 / is currently a Child in Service since January 2011 / is currently a Cared for Child or has ever been looked after by an English or Welsh local authority then the visit will be paid for through the Pupil Premium Fund, please return the form attached with the Pupil Premium Payment option on the reply slip ticked. If your form is returned to school showing the Pupil Premium option and we don't appear to have your child on our Pupil Premium records we may need to contact you to clarify.

*No child should be precluded simply because a contribution has not been made. Therefore please contact Mrs K Bradshaw, Business Manager should you require assistance.*

Finally, if you would like to make any payments towards the visit prior to your child starting school in September, please ensure that payments are placed in an envelope **with a payment slip** and you highlight the name of your child and their Progress Group.

Yours faithfully,

Mrs B Brown  
Year 7 Progress Manager  
BSY/ICY/

**Payment Slip 1 – Menai Residential 16<sup>th</sup> – 20<sup>th</sup> October, 2017 – Finance Office**

I am writing to give permission for my child .....  
Progress (Tutor) Group ..... to attend the Menai Residential taking place from  
16<sup>th</sup> – 20<sup>th</sup> October, 2017.

My payment option is:

- I have enclosed a **non-refundable** deposit cheque for **£125** made payable to Brine Leas School. Please return to the Drop Box outside Student Reception
- I have enclosed a **non-refundable** cheque for **£255** made payable to Brine Leas School. Please return to the Drop Box outside Student Reception.
- I enclose a **non-refundable** cash deposit payment for **£125** that my child will take to the Finance Office for a receipt to be provided.
- I enclose a **non-refundable** cash payment for **£255** that my child will take to the Finance Office for a receipt to be provided.
- My child is on the Pupil Premium register and my payment will be covered by the Pupil Premium Fund.

Signed ..... (Parent/Guardian) Date .....

✂.....

**Payment Slip 2 – Menai Residential 16<sup>th</sup> – 20<sup>th</sup> October, 2017 – Finance Office**

Student Name:..... Progress (Tutor) Group.....

My payment option is:

- I have enclosed a **non-refundable** balance cheque for **£130** made payable to Brine Leas School. Please return to the Drop Box outside Student Reception
- I enclose a **non-refundable** cash balance payment for **£130** that my child will take to the Finance Office for a receipt to be provided.

Signed ..... (Parent/Guardian) Date .....

*No child should be precluded simply because a contribution has not been made. Therefore please contact Mrs K Bradshaw, Business Manager should you require assistance.*

Finally, if you would like to make any payments towards the visit prior to your child starting school in September, please ensure that all payments are placed in an envelope **with a payment slip**, highlight the name of your child and their Progress Group.