

GH/KH
9th October 2023

Southam College
Welsh Road West
Southam
Warwickshire CV47 0JW
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Dear Parent/Carer,

World War One Battlefields History Trip, Sunday 14th July – Wednesday 17th July 2024

The arrangements for the Battlefields Trip in July 2024 are progressing well, and we are pleased to confirm that your child has secured a place on this special trip. Now we have final numbers we can confirm the total price per student is £524. The revised payment schedule is as follows:

Deposit	- £85 PAID
Payment one	- £90 due 5th November 2023
Payment two	- £90 due 5th December 2023
Payment three	- £90 due 5th January 2024
Payment four	- £90 due 5th February 2024
Final payment	- £79 due 5th March 2024

If you prefer, the payments can be made in one sum, or split as above. We accept payment via ParentPay which means that you can pay in larger or smaller amounts at times to suit yourself, as long as the final deadline for all payments is met.

This cost includes everything except for lunch on Sunday, the Wednesday evening meal and any spending money you may wish your child to have.

Students entitled to pupil premium funding can elect to use this towards the cost of the trip. If you would like to use pupil premium, please complete the reply slip overleaf, detach and return to the green box outside Student Office by Friday 27th October 2023.

Stowe Valley Multi Academy Trust Registered Office: Southam College, Welsh Road West, Southam, Warwickshire, CV47 0JW
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It is your responsibility to ensure that your child has their own valid passport and UK Global Health Insurance Card (GHIC - <https://www.gov.uk/global-health-insurance-card>) in readiness to travel in July. If you don't have these documents already, we recommend applying for them at the soonest opportunity to allow for processing time. These will be collected from the first week back to school after May half term and must be received by **Friday 7th June 2024**. Forms will be sent out requesting dietary and medical information so that we have all relevant information in good time – a separate letter will be sent out for this in due course. An information meeting will also be held in the spring term (date and time to follow).

To provide insurance cover we use the full Risk Protection Arrangement (RPA) for Academy Trusts, which is backed by the Department for Education.

Full details of cover provided for residential and overseas visits can be found in Section 11 in this document: [RPA membership rules for academy trusts \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)

Please read and understand the policy. Once you have read this document, you may wish to take out your own additional insurance cover. All payments are non-refundable unless the trip is cancelled and the school is reimbursed or an individual cancelled place is taken up by another student.

Should you require any further information regarding the visit, please do not hesitate to contact me at the College.

Yours sincerely,



Mrs J Gough
Head of History
Southam College

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Return slip for Pupil Premium Students
World War One Battlefields History Trip, Sunday 14th July – Wednesday 17th July 2024

I give permission for my child to attend the above educational visit and would like to request the following:

My child qualifies for Pupil Premium funding and I would like this to be used for this educational visit.

Student name:Tutor group:

Signed:Date:

*Please return to the green box by the Student Office by **Friday 27th October 2023**.