



Maths &  
Computing



ST CRISPIN'S – A SPECIALIST SCHOOL IN MATHS, COMPUTING & LEADERSHIP



ST CRISPIN'S  
SCHOOL

Excellence for all

January 2013

**AI/JS**

Dear Parents / Carers

**YEAR 7 TEAM BUILDING WEEKEND  
20<sup>TH</sup> SEPTEMBER TO 22<sup>ND</sup> SEPTEMBER 2013**

I would like to invite Year 7 students to participate in a teambuilding weekend next September. This is an opportunity for tutor groups to work together and establish a healthy team spirit. This letter outlines the preliminary arrangements.

The weekend will be held at the **Pioneer Centre, Kidderminster**. We will travel by coach, departing on Friday 20<sup>th</sup> September and returning on Sunday 22<sup>nd</sup> September.

Payment Procedures - We ask you to use the on-line payment system to pay for this particular Trip/activity if possible.

If you have an online account, please proceed as normal.

If you have not previously created an online account please email [onlinepayments@st-crispins.wokingham.sch.uk](mailto:onlinepayments@st-crispins.wokingham.sch.uk) to request a Pupil Link Code and a list of instructions.

If you choose to pay by cheque please ensure that the student's name, form and the name of the Trip/Activity are clearly written on the back of the cheque, which should be made payable to '**St Crispin's School**'.

If paying by cash it must be in a sealed envelope with the students name, form, amount enclosed, Trip/Activity clearly written on the outside.

This trip is an optional visit and the school asks that the payment is made as a voluntary contribution to cover the cost. In the event that we are unable to cover the costs the trip may have to be cancelled. If you are experiencing difficulty in paying for this visit a written request for support should be submitted to the school office. In the event that the visit is oversubscribed names will be drawn from a hat from all those that have replied by the deadline. Parents are responsible for the prompt collection/return home of students after the visit.

Please be aware that your emergency contact details are uploaded to a password protected website so that a member of the Senior Leadership Team or Local Authority can access information in the event of an emergency. These details include only names and telephone numbers submitted on your Broadmoor form. If you do not want your details store in this way please notify the school.

During the weekend, students will have the opportunity to take part in a selection of activities. Fully trained and qualified staff will supervise all activities. There will be a ratio of 1 adult to 10 students. Details of the activities will be finalised once the number of students is known.

The cost of the weekend will be **approximately** £160, to include accommodation, meals, coach hire, activities and insurance. There are 120 places available. In order to secure your son/daughter's place on this weekend, we require a £25 non-refundable deposit **and** the form below returned for your son/daughter to the school office by **Friday 1st March 2013**.

Should numbers exceed 120 then a draw will be made and a waiting list established. Late applicants will be added to the end of the waiting list. The balance will be payable in two instalments, to be paid by 23<sup>rd</sup> March 2013 and 15th June 2013 respectively. If you are experiencing financial difficulties but would still like your son/daughter to attend, please contact the school office.

Please do not hesitate to contact me should you have any questions related to this.

Yours faithfully

Mr A Inns  
Director of Achievement and Wellbeing for Year 7

Miss M. Hill/Miss K. Moran  
Year 7 Teambuilding Coordinator

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**To: Miss K. Moran – Year 7 Teambuilding Coordinator**  
**Year 7 Teambuilding Weekend – 20<sup>th</sup> September – 22<sup>ND</sup> September 2013**

Student's Name: \_\_\_\_\_ Form: \_\_\_\_\_

I would like to reserve a place for my son/daughter on the Year 7 Team-Building Weekend, 20<sup>th</sup> – 22<sup>ND</sup> September 2013

Please tick method of payment:-

- I have paid by Credit/Debit Card
- I enclose a cheque payable to "St Crispin's School" for £25.00 with the student's name, form and year and Year 7 Teambuilding on the reverse.
- I enclose cash £25.00 in a sealed envelope with student's name, form and year and Year 7 Teambuilding on the outside.

Signed (Parent/Carer): \_\_\_\_\_ Date: \_\_\_\_\_