



Smithdon High School
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Ref: AMo/NW

16 September 2025

Dear Parent

Year 7 PGL – Caythorpe Team Building Trip - Wednesday 15 July to Friday 17 July 2026

We are pleased to be able to offer your child the opportunity to take part in a curriculum trip to PGL at Caythorpe Court in Lincolnshire from Wednesday 15 July to Friday 17 July 2026.

The trip will be led by myself and organised through PGL Travel Ltd.

What is it all about?

It's about having fun, while taking part in all sorts of adventurous activities designed to help your child learn and develop new skills. It will help each child to really shine as an individual and also as part of a team.

For many children this may be their first experience of staying away from home without you. PGL staff and Smithdon staff will be on hand throughout to encourage, reassure and help, so that your child returns home even more confident and independent with a real sense of achievement.

We have chosen to book with PGL because not only do they offer excellent value but they also have a reassuring 60 years of experience organising trips for schools. Their extremely high standards ensure that your child will be in safe hands at all times. Visit PGL's website www.pgl.co.uk to find out more about the company and the location we will be visiting.

The cost of the trip is £298 per student.

The cost includes:

Return coach travel from school to Caythorpe
A full daily programme of adventure activities
Fun evening entertainment
All meals and accommodation

To secure a place for your child on this trip you will need to complete the online consent form <https://forms.gle/iicLewsCd3Uq784x9> and pay a **NON-REFUNDABLE** deposit (terms and conditions will apply) of **£50 by Wednesday 15 October 2025** on MCAS. Please note that each child's place on the trip is dependent on them maintaining high levels of attendance and meeting Smithdon's behaviour expectations. If allocated a place, Smithdon High School reserves the right to withdraw your child's place at any time, if either of these things become a concern. In this instance, any payments made will be non-refundable unless a suitable replacement is found.

If assistance is required with the cost of this visit, please email j.jackson@smithdonhigh.org.uk to obtain an application form for the school's Learner Support Fund.

If insufficient contributions are raised to fund this trip, the school reserves the right to cancel this excursion. Further remittance advice is available within the school's charging and remittance policy available on the school website and parents are encouraged to refer to this.



Due to a limited number of places, if demand outweighs available spaces, places will be allocated in the fairest way possible. All students who have paid a deposit/applied for funding AND completed the Google Form will be entered into a random name generator and places allocated according to the names drawn. We will confirm whether your child has been successful as soon as possible after the trip deadline.

Finally, if you have any questions or concerns about the trip, please do not hesitate to contact me at a.moat@smithodnhigh.org.uk

Yours sincerely

Ms A Moat
Assistant Headteacher

Payment Plan

We appreciate that there is a significant cost to this trip, in an attempt to make this as accessible as possible, we have arranged for the following instalment plan to be available:

Date due	Amount	Balance due
Friday 15 October 2025	£50	£248
Friday 12 December 2025	£70	£178
Friday 6 February 2026	£70	£108
Friday 20 March 2026	£70	£38
Friday 1 May 2026	£38	0

If you would like to take the opportunity to pay by instalments, please ensure that your instalment has been paid by the due, a missed payment could lead to the trip being withdrawn.

While every effort has been made to ensure that the cost of this trip is accurately reflected in the price quoted, the school does reserve the right to amend costs or withdraw the trip should there be insufficient uptake in student numbers, or insufficient voluntary contributions received. On the rare occasion that prices do need to change this will be communicated to you *BEFORE* your deposit/first instalment is committed and becomes non-refundable.

In the event your child is unable to attend or you subsequently fail to make any payments, any instalments paid to date will be non-refundable* (unless a suitable replacement can be found to take your child's place).

*Except in the event of a medical condition preventing participation. In these circumstances a claim should be made to the school's travel insurer, please contact the school directly and they will assist with your claim (please note confirmation from your doctor will be required).