



6th November 2023

Dear Parent/Carer,

HAZELWICK SCHOOL SIXTH FORM HIGHER EDUCATION RESIDENTIAL CONFERENCE AT EXETER UNIVERSITY

This conference is being organised for members of Hazelwick's Year 12, who are following level 3 courses, and will take place from Tuesday 9th July to Saturday 13th July 2024.

A varied programme will be provided. Possibilities include visits to places of local interest, talks by university staff and motivational speakers, and two half-days of outdoor pursuits. We will stay, on full board terms, in one of Exeter University's halls of residence and all rooms will be single with en-suite facilities. Travel will be by minibus. A university has been selected as a base in order to provide our students with an opportunity to experience an institution of higher education, giving valuable insight into a campus style university. We will also be attending talks at the University of Plymouth, enabling students to compare different styles of university. However, I would like to emphasise that this conference is intended to be sufficiently varied to be of interest to all sixth formers, irrespective of their current plans for the future.

The total cost of the Exeter trip will be £495.00. A breakdown of the costs is shown overleaf. If you would like your son/daughter to attend, could I please ask for the following by **Monday 20th November 2023**:

- Payment of a non-returnable deposit of £100.00.
- A signed permission slip, completed and returned to the Sixth Form Office (hard copies are available for students to collect from the sixth form office)

The remaining balance should be paid in three £100.00 and one £95 instalments by the following dates: Monday 4th December 2023, Friday 9th February 2024, Friday 29th March 2024 & Friday 26th April 2024. **Please note:** Currently the maximum number of students that we can take on this trip is 120. If we reach this number, additional students will be placed on a reserve list.

You are invited to make the voluntary contribution of £495 which will cover the cost of the visit including incidental costs. I must, however, tell you that as the school could not bear the cost of this visit, the visit will not take place unless all parents/carers, who are able to, are willing to contribute the full amount. If you are unable to contribute, you are invited to contact me, in confidence, to discuss whether it is possible to reach some mutual arrangement. Students who are eligible for the bursary are able to use this towards some of the cost of the trip. It is extremely important that payments are kept up to date, as we will need to pay the various activity providers as the year progresses. All payments should be made through the **Hazelwick School Internet Payments** system, the link to which you will find on our school website. On accessing the payment screen, you will see purchase options available for your child. Follow the relevant links to Exeter Trip 2024. If your son/daughter has not been issued with a Pupil Link Code to enable them to pay online, an Online Communication Access information letter needs to be collected from the IT Office.

Yours faithfully



Mr Hillier
Assistant Headteacher - Head of Sixth Form

How is your £495 allocated?

To enable as many students as possible to attend the Exeter University Residential trip, Hazelwick School subsidises the travel costs. The table below shows an **approximate guide** to how the cost is calculated.

Exeter University cost: <i>Single en-suite room</i> <i>Full board from Tuesday evening to Saturday morning</i> <i>Use of sports facilities</i> <i>Use of lecture theatres</i>	£365
Activities: <i>3 x activities</i> <i>(to include qualified instructors/guides)</i>	£80
Cultural trips	£20
Travel to and from Exeter by minibus <i>(to include hire of minibuses and fuel)</i>	£30
Total	£495

Please note the following regarding a refund if your son/daughter wishes to cancel their place on this trip:

- The initial £100 deposit is non-refundable as we have to pay deposits to the university and various activity providers.
- Cancelling between Monday 27th November and Friday 26th April 2024- we will endeavour to refund as much as we can minus the initial deposit and any other further costs that we have incurred.
- Cancelling after Friday 26th April 2024- we cannot refund any of the trip cost after this date as we will have committed final numbers to the university and activity providers.

Depending on the reason for cancellation, the full cost of the trip may be claimed for through our insurance.

Exeter 2024 Permission Slip
To be returned to Sixth Form Office by *Monday 20th November 2023*

Name of Student:..... Form:.....

I give permission for my son/daughter to attend the sixth form conference at Exeter University from Tuesday 9th July to Saturday 13th July 2024 inclusive.

I confirm that I have paid the sum of £100.00 as a non-returnable deposit online.

Signed:..... Date:.....

Parent/Carer