

**YEAR 10 ENRICHMENT RESIDENTIAL  
TO CAYTHORPE COURT  
LINTON VILLAGE COLLEGE  
6<sup>th</sup> – 10<sup>th</sup> JUNE 2022**





Dear Parent/Carer

At Linton Village College, we value the experiences and opportunities gained from Enrichment Week. Since the Covid pandemic, we recognise that students have missed out on the outstanding enrichment provision usually on offer, so we have worked hard to put together an exciting residential for year 10. Residential visits are designed to enrich and extend the work that students do in College as well as offer them a chance to extend their social and recreational experiences.

In order for Enrichment week to recommence in June 2022, and to enable this to happen safely with minimal risk, we have adjusted the programme to include the following:

- to base all of our residential trips in the UK to comply with up to date guidance on Covid restrictions at the time where necessary.
- to launch the trips earlier to allow parents a longer payment time, as we understand the current difficult economic climate.
- to source places that currently comply with the Covid restrictions and will offer us payment reassurances should we enter another lockdown.
- to offer cost effective trips which are all comparable in price.

### Key information

Destination	Caythorpe Court – Lincolnshire
Accommodation	Fullboard
Dates	6 <sup>th</sup> June 2022 - 10 June 2022
Cost	£435.00

Details and costings are subject to change, according to the numbers of students who wish to go. an example of some of the activities available are abseiling, archery, climbing, kayaking,

If a student decides not to take part in the residential, they will be asked to arrange work experience for this week in June 2022, Mr Simmons will advise nearer the time.

All visits will have carefully planned programmes that provide the young people with structured days which will include periods of recreation, relaxation and fun. Students will be appropriately supervised and all visits are covered by the College or other insurance schemes. All trips will be following the government Covid guidelines at the time of the trip.

A meeting for all students and at least one parent (or responsible adult) will be arranged nearer to the time of departure. It is a requirement for at least one parent/carer to attend the relevant meeting for their child.

### Trip requirements and documentation

#### 1 Medical information

If your child has an existing medical condition, or has any special requirements that could impact upon the safety or suitability of the trip, or takes part in activities such as go-karting and speedway outside of school, please *ensure these are indicated in the attached medical form*. If this is not declared prior to booking and you have to cancel due to medical issues, this may affect your insurance claim.

## 2 Discipline Code of Conduct

Please read the attached Discipline Code of Conduct, sign and return to Mrs Fenn. During the checkout process within sQuid you will also be asked to confirm you and your child agree to the discipline code of conduct. The College reserves the right to not take students for the following reasons:

- Where students give rise for concern through poor behaviour across the whole school community
- Where parents/carers are not supportive of the college's student code of conduct

### Payment details

The cost of the trip is £435.00, please pay the **£50.00** deposit amount via the sQuid online payment system no later than **10<sup>th</sup> September 2021**. A second deposit of **£100.00** will be required by **30<sup>th</sup> November 2021** at this time, all deposits paid to Linton Village College are non-refundable. Remaining payments can be made via the sQuid online payment system. The balance for **all** trips must be paid by **18<sup>th</sup> March 2022**.

Please be aware that by making a deposit payment, this will become a commitment to further payments for the trip, otherwise the school will be in debt to the tour companies.

We understand that circumstances may arise that could result in you needing to cancel your child's place. As we incur cost from the time that you confirm your child's place, the cancellation charges shown below will be applied, unless there is a medical reason and a doctor's certificate to confirm the reason. The College must be notified of all cancellations in writing and charges will apply from the date this notification is received.

Period before departure which written cancellation is received	Amount of cancellation charged as a percentage of trip price
1 <sup>st</sup> & 2 <sup>nd</sup> deposit if before 18 <sup>th</sup> March unless medical	Deposits only
Any cancellation after 19 <sup>th</sup> March unless medical	100%

Residential trips are exempt from the voluntary contribution requirements. However, in exceptional circumstances, an application can be made to the Linton Village College Trust Fund. The Trust has a rigorous process for applications including, but not solely, proof of being in receipt of Free School Meals. An application form can be obtained from Mrs Fenn. Please also return completed forms to **Mrs Fenn**. A decision will then be made on the level of support given.

I hope you agree the trip to Claythorpe Court is excellent value for money and that your child will have a fantastic experience. If I can be of any further assistance, please do not hesitate to contact [Carey.mayzes@lvc.org](mailto:Carey.mayzes@lvc.org) at the College.

Yours faithfully



Mr J Hyde  
Director of Enrichment  
[Jerry.hyde@lvc.org](mailto:Jerry.hyde@lvc.org)

**Please return this form to Mrs Fenn via reception by Friday 10<sup>th</sup> September 2021**

Student's Name: .....

Tutor Group: ..... Date of Birth (dd/mm/yy) .....

I would like my child to be considered for Caythorpe Court residential Y/N

I will arrange work experience for this week for further details please contact [ian.simmons@lvc.org](mailto:ian.simmons@lvc.org) Y/N

.....  
**I have paid the 1<sup>st</sup> deposit of £50.00 via the online sQuid system and agree to pay the 2<sup>nd</sup> deposit by 30 November 2021**

**DISCIPLINE CODE OF CONDUCT (VISITS)**

Whilst on a trip or activity off of the College premises your child is expected to set a good example and be an ambassador for Linton Village College. Itemised below is the code of conduct that your child is expected to follow.

1. Instructions of staff must be obeyed without delay at all times.
2. Hotel bedrooms are out-of-bounds to the opposite sex at all times.
3. Rooms are to be kept clean and tidy. Any damage has to be paid for by the individual or the costs shared if there is collective responsibility.
4. No inappropriate use of the internet eg inappropriate websites with unsuitable content or cyber-bullying
5. No photographs or videos of people without their permission.
6. Students are not allowed to smoke.
7. Alcoholic drinks are not allowed to be purchased or consumed.
8. Drugs (legal and illegal) are not allowed to be carried, purchased or used.
9. Punctuality is essential. Students must be ready for all programmed activities.
10. Bed times will be strictly adhered to.
11. Students are expected to be polite and well-mannered at all times.

Any serious breach of this discipline code could lead to the following: -

- a) no evening activities for the offender(s)
- b) parents to be contacted and exclusion from daytime activities
- c) in the most extreme cases if the group leader determines it necessary, your child may be sent home at the parent's expense. This may involve you collecting your child from the venue. The Principal of the College will be consulted before any action is taken.

While travelling by coach, students should:

- sit on a seat facing the front
- wear their seat belts properly
- not chew gum
- not use the ashtrays
- put any rubbish in the bags provided
- only get out of their seats in an emergency (i.e. feeling ill)
- only use personal devices to listen to music

I fully understand the implications of the discipline code of conduct and agree to comply with procedures (see (c) above).

**I have completed the medical form and declared any pre-existing medical conditions/special requirements**

Signed (parent) ..... Date.....

Signed (student) ..... Date.....

**IT IS VERY IMPORTANT THAT THIS FORM IS COMPLETED IN DETAIL, SO THAT ANY NECESSARY ADJUSTMENTS CAN BE MADE TO THE APPROPRIATE RISK ASSESSMENT (only complete if you wish to go to Caythorpe court).**

(This form is to be completed in full by the parent/carer and returned to the grey safe in reception)

Student's Name: \_\_\_\_\_ Tutor Group: \_\_\_\_\_

Address: \_\_\_\_\_

National Health No: \_\_\_\_\_ Date of last tetanus injection: \_\_\_\_\_

**MEDICAL INFORMATION**

**Do they suffer from any of the following conditions?** (please circle your answer)

Asthma	yes/no	Bronchitis	yes/no
Chest Problems	yes/no	Diabetes	yes/no
Epilepsy	yes/no	Fainting	yes/no
Heart Trouble	yes/no	Migraine	yes/no
Raised Blood Pressure	yes/no	Tuberculosis	yes/no

If YES to any of the above, please provide details \_\_\_\_\_

**Do they suffer from any mental health conditions?** E.g. anxiety, depression, eating disorder

If YES please provide details \_\_\_\_\_

**Do they suffer from any other condition requiring medical treatment, including medication?** Yes/No

If YES, please provide details:

Special Dietary Requirements: (Please state whether **vegetarian** plus any foods that cannot be eaten)

**Are they capable of swimming 50 metres unaided** Yes/No (Delete as appropriate)

**Do they take part in any activities such as go-karting and speedway outside of school** Yes/No (Delete as appropriate)

If YES please provide details \_\_\_\_\_

Any other information: (Please give any other information you think may help in the care of your child)