

10th May 2019

Dear Parent/Carer

New York City Trip 9 July 2020

We are excited to be proposing a school tour to New York to support our curriculum plans and enhance learning experiences within the Academy.

Here are the key details about the planned trip:

- 5 days and 4 nights
- Departs on 09 July 2020
- Returns on 13 July 2020
- The purpose of the trip is to raise aspirations,
- The provisional cost is £1484.00 per pupil. This price includes:
- Return flights
- Accommodation Comfort Inn Midtown West
- There is a 24hr emergency contact service whilst on tour, managed by the tour operator , NST.
- The group size will be a maximum of 45 students
- The adults accompanying the group will be to a ratio of 1 teacher to every 10 students, therefore 5 teachers will be on the trip.

In addition to the tour cost, we recommend that your child has some spending money for the trip. We can discuss this further at the parent information session, which will be held nearer the time. They will also require their own passport and ESTA, for which you should budget for.

The cost of the trip can be paid in instalments as detailed below;

Date	Amount	Date	Amount
7 June 2019 (<i>non-refundable deposit</i>)	£150.00	January 2020	£135.00
July 2019	£135.00	February 2020	£135.00
September 2109	£135.00	March 2020	£135.00
October 2019	£135.00	April 2020	£135.00
November 2019	£135.00	May 2020	£119.00
December 2019	£135.00		

To secure a place for your child on this trip, a non-refundable deposit of £150.00 is required, along with the completed permission slip, to be returned to the Finance Department by 7th June 2019.. It would be preferable if your money could be paid using the Academy's online payment system, accessible via the blue 'LOGIN' button on the Academy website. Please ensure that any cheque payments (payable to 'The Bourne Academy') are placed in a sealed envelope with your child's name and details of the payment clearly marked on the front. We would strongly discourage cash payments for security reasons. Please note that withdrawal from the trip may incur loss of any payments made.

If your child is eligible for Free School Meals, or has been at any point in the last 6 years, please contact the Finance Department to discuss possible funding assistance.

The trip is being booked through NST Travel, the UK's leading educational travel company for schools with more than 50 years' experience. They work closely with us during the whole tour planning process to ensure that your child will get the very best learning experience whilst away.

Due to high demand for places on this trip, the spaces will be filled on a 'first come, first served' basis.

Kind regards

Mrs K Franklin & Mr T Peacock
Trip Leaders

NYC July 2020 PERMISSION SLIP

Students Name.....

[YEAR GROUP/FORM].....

I wish to reserve a place for my child on this trip. I have enclosed/paid online the £150.00 non-refundable deposit.

Name..... Signature.....

Please return this completed slip by Friday 7 June to the finance department.
Please note cancellation charges will apply should you cancel your child's place on the tour.