

November 2023

Dear Parent/Carer,

We are asking students if they would like to use Freedom Leisure Centre, (formally known as Cotswold Leisure Centre) during their core Year 11 PE lessons for a period of 4 weeks (either during term 3 or term 4). We have decided to offer this opportunity to the students because 'Everyone Active' has fitness facilities that we cannot offer at Kingshill School.

The cost of the use of Leisure Centre, plus mini bus travel, will be a maximum of £16.00 per student. Without receipt of sufficient voluntary contributions, the school would be unable to offer this additional off-site activity. Therefore, we need to distribute the cost and request a contribution towards the total cost of the use of this facility. The cost of this activity is exceptional value for money at approximately £4.00 per session.

We have to confirm our booking so I require a parental signed reply to indicate that your child is committed to attending this activity. **Reply slips need to be handed in to the Finance Office by 9.00am on Wednesday 6<sup>th</sup> December 2023.**

Students will be driven on the school mini bus by a member of PE staff. It is important that pupils follow school rules and procedures when off site. The groupings will be arranged by Kingshill PE staff in line with our completed risk assessment. If students fail to hand in their reply slip and pay in their pledged contribution, or if any students do not behave appropriately, the school reserves the right to keep them on site.

Once the activity has been confirmed a letter will be sent to parents requesting payment by Friday 8<sup>th</sup> December 2023, with a deadline to pay by Wednesday 20<sup>th</sup> December 2023. Do not pay any money until you have received this letter.

Yours sincerely,



Mr Hamblin  
Head of Physical Education

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**PLEASE RETURN THIS SLIP TO THE FINANCE OFFICE BY 9AM  
ON WEDNESDAY 6<sup>TH</sup> DECEMBER 2023.**

I would like my child \_\_\_\_\_ Tutor Group \_\_\_\_\_

to attend the Leisure Centre and I pledge a contribution of a maximum of £16.00 to pay for this.

I understand that if there are insufficient contributions the activity will not go ahead. I also agree to the arrangements for them to travel by mini bus.

Signed \_\_\_\_\_  
(Person with parental responsibility)

Date: \_\_\_\_\_

November 2023

### SCHOOL POLICY ON CHARGING FOR SCHOOL VISITS DURING THE SCHOOL DAY

This is not a compulsory visit and does not form part of the National Curriculum. It would not be possible for the school to meet the costs of the visit without using funds required for basic educational needs. Therefore, if you would like your child to attend, we ask you to please pledge the appropriate voluntary contribution of a maximum of £16.00, to the school by Wednesday 6th December 2023, to cover the costs of the visit.

Please do not send any money until further notice. If we do not receive sufficient uptake of voluntary contributions the activities will not take place.

If you would find it difficult to pay this amount you may be eligible for a 40% bursary.

To qualify:

your child must be currently, or have been at any time in the last six years, registered as eligible for Free School Meals

or the school must be in receipt of Pupil Premium funding for your child

or you must currently be in receipt of any one of the following:

Income Support

Income-based Job Seeker's Allowance

Income-related Employment and Support Allowance

Support under part VI of the Immigration and Asylum Act 1999

The Guarantee element of State Pension Credit

Child Tax Credit, provided you are **not** entitled to Working Tax Credit and have an annual household income (as assessed by HMRC) that does not exceed £16,190

Working Tax Credit 'run-on' - the payment someone may receive for a further four weeks after they stop qualifying for Working Tax Credit

Universal Credit - your household income must be less than £7,400 a year (after tax and not including any benefits you get)

If you feel you qualify, please write to the Finance Office or send an email to

[finance@cirencesterkingshill.gloucs.sch.uk](mailto:finance@cirencesterkingshill.gloucs.sch.uk), in confidence, **by 9am on Wednesday 6<sup>th</sup> December 2023.**

Yours sincerely,

Mrs J Lindley  
Headteacher



CIRENCESTER  
KINGSHILL  
SCHOOL

Kingshill Lane  
Cirencester  
Gloucestershire  
GL7 1HS

01285 651511