

Education Department

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Our Ref: DS/AB

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Dear Parent/Carer

Extra-Curricular / Curriculum Trips Transport

You will be aware that in recent years the School has substantially increased its programme of extra-curricular activities and curriculum based trips out of School. Many of these activities and trips involve the pupils and staff in travelling to the venue by taxi, minibus or coach, whichever is the most appropriate option.

We use money from School budgets to heavily subsidise this transport in order to keep costs for parents to an absolute minimum. Unfortunately, the increasing costs of transport added to the tightening of School budgets means that we still require a contribution from parents to the transport costs for extra-curricular activities and curriculum based trips to ensure an affordable and sustainable arrangement for our School. This arrangement will also help to ensure that we can continue to offer the wide range of activities and trips that currently exists in our School.

Having tried various models in recent years, following consultation with our Parent Council, we feel that the most effective arrangement for pupils, parents and staff is to request a contribution to your child's transport for extra-curricular activities and curriculum based trips as a single payment, to cover the whole session, rather than a payment at the time of each event.

I would request therefore that you make a payment **of £10 for each child** to cover their transport costs for extra-curricular activities and curriculum based trips for the remainder of this session. Following this payment there will be no requirement to make any further payments for these transport costs for the rest of the school year.

We introduced this approach to raising funds towards transport costs two sessions ago and both the feedback received from parents and the administration benefits to the school have been very positive. In addition, despite rising transport costs, we will again continue to maintain the contribution at £10 per child, at least for this session.

I should stress that this payment only relates to transport costs and that, where relevant, pupils will be required to pay towards any entry or ticket costs for events. In addition, this payment does not apply to any residential trips, the Duke of Edinburgh Award Programme or any UPBEAT Day Out trips in June 2020 which will be subject to separate charges.

Payment should be made online through the Parent Pay system; it will show in your child's account as **MCH Extra Curricular / Curriculum Trips Transport September 2019**.

Payment is not required if your child is in receipt of Free School Meals or Clothing Grant.

I trust that you understand the reason for this request and I look forward to receiving your contribution towards the transport costs for your child's extra-curricular activities and curriculum based trips by Thursday 26 September 2019.

The arrangements for pupils' transport payments will be kept under regular review to ensure that they are fit for purpose. Thank you for your co-operation in this matter and your ongoing support of our School.

Yours sincerely

Dean Smith
Head teacher