

# *JRCS ACHIEVE Days*

*Year 7*

**Autumn 2016**



**THE JO RICHARDSON**

**SUCCESS FOR ALL**

**C O M M U N I T Y   S C H O O L**

**ACHIEVE**

## Year 7 ACHIEVE Days Reply Sheet



I agree to my son/daughter/ward taking part in the following visits to:

- Mountfitchet Castle and Spymasters on Wednesday 19th or Thursday 20th October 2016
- Colchester Zoo on Wednesday 19th or Thursday 20th October 2016

I have read and understood the information about the visits. I understand these ACHIEVE days are a core part of the school curriculum and all students are expected to attend all visits. There is no option to select part of the programme.

I understand that while the school staff in charge of the party will take all reasonable care of the children, they cannot necessarily be held responsible for any loss, damage or injury suffered by my son/daughter/ward which occurs as a result of the visits.

The voluntary contribution for these visits is £42, or £21 for those families on income support. In exceptional circumstances, financial assistance is available to those families not in receipt of income support (usually up to 30% of the cost of the visits). If you would like to apply for financial assistance or have any other questions regarding payment, please contact Mrs Cooper in writing at the School Finance Office.

**PLEASE DO NOT PAY ANY MONEY FOR TRIPS ONTO YOUR CHILD'S DINNER MONEY ACCOUNT**

**Please tick if applicable**

- ☐ My son/daughter/ward is eligible for Free School Meals and will require a packed lunch to be provided by the school
- ☐ I need logon details for ParentPay
- ☐ I do not have a credit/debit card and need a barcode to pay at a PayPoint

I will be paying via ParentPay as follows:-

**Families who are not in receipt of income support:**

- ☐ the full amount of £42 or
- ☐ a deposit of £21 by Tuesday 4th October plus a further payment of £21 by Friday 14th October

**Families who do receive income support:**

- ☐ I am in receipt of income support (**please attach photocopied evidence, only if your child does not receive free school meals**)
- ☐ the full amount of £21, or
- ☐ a deposit of £11 by Tuesday 4th October, plus a further payment of £10 by Friday 14th October

**Families who are requesting financial assistance:**

- ☐ I attach a letter requesting financial assistance, and will pay
- ☐ a deposit of £11 by Tuesday 4th October (the remainder to be paid once the outcome of your request has been received)

**Student name:** .....

**Form:** .....

**Medication**

Medication needed during the course of the visit should be clearly labelled with the dosage and handed with written instructions to the trip leader who will oversee the student self-administering. Only the required dosage should be carried. Post-16 students will be responsible for their own medication unless staff support is requested by the parent/carer.

**Asthma**

Please be aware that all students who suffer from asthma are required to carry their own pumps with them at all times. Only in severe cases will the group leader keep a spare pump which must be supplied by the parent/carer.

**I also agree to authorise members of staff during the course of the visit to approve such medical treatment for my child as deemed necessary in an emergency or on the advice of a qualified practitioner.**

**Signature of Parent/Carer:** .....

**Name (please print):** .....

**My email address is** .....

**Tel:** home ..... mobile .....

***Please return to the Finance Office no later than Friday 7th October 2016.  
Remember no cash or cheques will be accepted at the school.***

## VISITS TO MOUNTFITCHET CASTLE, SPYMASTERS AND COLCHESTER ZOO

**Wednesday 19th & Thursday 20th October 2016**

### History & Maths Section - Mountfitchet Castle & Spymasters

The visit to Mountfitchet Castle will help students understand the construction of early medieval castles and what life was like within a motte and bailey castle. The visit will assist students in developing their understanding of the Norman Conquest, the development of castles, and the nature of power in the Middle Ages.

Spymasters is an interactive, exciting, adventure centre where students work in teams undergoing maths-based challenges which are related to the work of MI5/James Bond. These challenges involve the students trying to crack codes on computers, as well as various physical challenges.

Wednesday 19th October 2016 - A, B, C, D and H

Thursday 20th October 2016 –E, F, G, I and J

### Travel/timings

Travel will be by coach. Timings for students **will be determined by where they travel to first** and is shown in the table below.

Wednesday 19th October 2016		
Form	Arrive at School	Return to School
A	07:00	15:10
C	07:00	15:10
B	8:30	16:00
D	8:30	16:00
H	8:30	16:00

Thursday 20th October 2016		
Form	Arrive at School	Return to School
E	07:00	15:10
F	07:00	15:10
G	8:30	16:00
I	8:30	16:00
J	8:30	16:00

Should there be any delay in our return to school, the School Office will be informed, and a notice posted in the community foyer.

### Equipment/money

Money will not be necessary at any time during the visit. However students may bring a small amount to spend on snacks and souvenirs at Spymasters if they wish. Students will need something firm to lean on, such as a clipboard, and must have pens and pencils.

### Dress

Students will be expected to wear school uniform and should bring weatherproof clothing. The area surrounding Mountfitchet Castle can be muddy at this time of year and we suggest students wear old shoes or wellies and have a spare pair to change into for the return coach journey. A plastic bag may come in handy.

### Lunch

Students should bring a packed lunch. Please ensure that students have sufficient water. Any student who would normally be in receipt of a free school meal can order a packed lunch on these days; please tick the appropriate option on the reply slip.

### Party Leader

Mr Hayes – Head of History

Mr Mir – Maths Year 7 Cohort Manager

### Science Section - Colchester Zoo

The visit to Colchester Zoo will reinforce the understanding of food chains and webs – an important part of the Key Stage 3 Science Curriculum, as well as fulfilling requirements that students develop an understanding of the environment.

Wednesday 19th October 2016 – E, F, G, I and J

Thursday 20th October 2016 - A, B, C, D and H

### Travel/timings

Travel will be by coach. Students will need to arrive at school promptly at the normal time (8.30am) and will be registered in tutor groups and then put into family groups. It is estimated that students will return to school by 3.30pm, clear roads permitting. Should there be any delay, the School Office will be informed, and a notice posted in the community foyer.

### Equipment/money

Students may bring a maximum of £5 with them on the visit. Students will need something firm to lean on.

### Dress

Students will be expected to wear school uniform and should bring weatherproof clothing.

### Lunch

Students should bring a packed lunch. Please ensure that students have sufficient water. Any student who would normally be in receipt of a free school meal can order a packed lunch on these days; please tick the appropriate option on the reply slip.

### Party Leader

Mr Glover – Science Director of Learning



## **GENERAL INFORMATION**

### **Introduction**

As part of our commitment to 'Success For All' at JRCS, we firmly believe extra-curricular activities play an important role in the life of a school. We are therefore delighted that we have been able to organise a range of visits and activities full of exciting and unusual opportunities to broaden the horizons of our Year 7 students.

**As these important 'core' ACHIEVE days are a compulsory part of the curriculum, all students are required to attend *all* of the visits/activities, as stated in the Home/School Agreement section of the JRCS Admission Form. Please write promptly to Mr Smith outlining the problem if there is any reason your child is unable to participate.**

If this is the case, we regret that we cannot be responsible for your child on *any* of the ACHIEVE days and your child will therefore need to remain at home under your supervision on Wednesday 19th and Thursday 20th October 2016.

### **Cost**

The school has subsidised the visits in order to reduce the voluntary contribution from parents for these events to £42 per student (or £21 per student if families claim Income Support) and this will cover all transport and insurance.

All payments need to be made via ParentPay as no cash or cheques will be accepted at school. To use the ParentPay website:

- Go to [www.parentpay.com](http://www.parentpay.com)
  - Log on as normal using the username and password previously supplied. Please ensure you do not try to pay for trips by putting money on to the dinner money account as this can't be refunded
  - Click on 'Items for Payment' tab at the top, and then select 'Year 7 Autumn ACHIEVE Days'
  - Check the amount you wish to pay is correct and change if necessary
  - Press continue at the bottom and confirm the amount on the next screen
  - Enter your credit or debit card details and complete the transaction
  - You will be emailed a receipt shortly afterwards. (Please ensure you have registered an e-mail address with ParentPay).
- If you do not have a debit/credit card, please tick the box on the reply slip to request a barcode for use at a PayPoint.

Each family will need to return the reply slip by Friday 7th October and pay by Tuesday 4th October the total amount in a single instalment, or an initial payment of £21 (£11 for those on Income Support), and ensure a further payment of £21 (£10 for those on Income Support) is made by Friday 14th October.

If financial assistance is being requested, this should not delay the returning of the form, and a deposit of £11 will be required (please see reply sheet).

Please note that deposits are non-refundable once paid, unless the trip is cancelled by the school.

### **Code of Conduct**

Should your child infringe the school's code of conduct for behaviour between now and the start of the ACHIEVE days leading the school to conclude that they would pose a significant threat to the health and safety of any of the visits, they will be excluded from the party and you will bear full responsibility for any costs incurred.

### **Pastoral Care**

We are very aware that on any visit our first priority must be safety and security. We are therefore organising the visit so each student will belong to a small 'family'. Each family will be allocated a member of staff who will keep a close eye on their family members.

In particular, they will:

- be someone students can talk to if they have any worries;
- ensure students observe our usual high standards of courtesy and respect;
- ensure students keep to pre-arranged timings;
- support students in completion of tasks and worksheets.

### **Insurance**

Full personal insurance for these visits is included, taken out through the Local Authority.

### **Dress**

Students will be expected to wear school uniform, including suitable footwear, for all of the ACHIEVE days and should also bring appropriate weatherproof clothing, including a coat.

### **Food**

Students should bring a packed lunch on all of the ACHIEVE days unless otherwise stated on the trip description. Please ensure that students have sufficient water. Any student who would normally be in receipt of a free school meal can order a packed lunch on these days; please tick the appropriate option on the reply slip.

### **Mobile phones/personal belongings**

Students will be allowed to bring with them on the visits personal electronic games and iPods. However, these are to be used during the journey only. If used at any other point during the trip, items will be confiscated and handed in to the School Office as usual.

Mobile phones are allowed but are subject to the usual school rules that they must be turned off and kept in bags and are only to be used on the instructions of staff. Items are the responsibility of the students at all times and the school will not be held responsible for any loss or damage incurred.