



**Kings Langley**  
Secondary School

Headteacher:  
Mr Gary Lewis  
BSc (Hons)

19<sup>th</sup> October 2016

Dear Parent/Carer,

**Re: Athletics Tour 2017**

I am pleased to confirm that your child has been selected to attend the forthcoming athletics tour to Majorca 2017. The events selected do not need to be final. If you decide to change events then please inform us of these changes so we can plan the trip accordingly.

The confirmed dates for the trip are Tuesday 11<sup>th</sup> April to Saturday 15<sup>th</sup> April 2017. Further details of departure times, etc. will be sent out later in the year. The members of staff attending the trip will be myself, Ms Rai and Mr Sheppard and a trip itinerary will be circulated nearer the departure date.

I have made contact with both Dacorum Athletics Club and Watford Harriers to confirm your membership. Please could you contact them directly to arrange for an induction evening if you have not already done so. Please let them know that you are attending the Kings Langley Athletics Tour and that I will be arranging for payment of your membership (if not already a member).

A condition of attending this trip is that your child attends an athletics club at least once a week. The monitored training will begin from Tuesday 25<sup>th</sup> October. It is your decision whether you attend on a Tuesday or Thursday. Attendance for this trip must be at least 85% or above. We will be in regular contact with your chosen club to monitor this. Your child must also attend a strength and conditioning session which will take place every Monday lunchtime in the sports hall. This will run from 1:30 – 2:00pm.

I will be contacting all the selected Athletic clubs to confirm membership. I have been informed that some people have been made to pay in advance, or have already paid in advance. If this is the case I will speak to your chosen clubs and sort out final payments, membership information, etc. If you are already a paid member then please deduct £30 from the final tour cost. This will mean a total cost of the tour of **£469** would be due.

The total cost of the trip is £499\* and the final payment needs to be received by **28<sup>th</sup> February 2017**. All payments must be made online using our ParentPay system. We have devised a payment plan which is outlined overleaf:



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*Kings Langley School is an exempt charity and a company limited by guarantee, registered in England and Wales with company number 8271670*

- Deposit – October 5<sup>th</sup> - £150
  - Payment 1 – October 31<sup>st</sup> - £100
  - Payment 2 – November 30<sup>th</sup> - £100
  - Payment 3 – January 31<sup>st</sup> - £ 75
  - Payment 4 (Final payment) – 28<sup>th</sup> February 2017 - £74\*
- \*please deduct £30 from this if your membership is already paid

In the meantime could I please ask for you to return a copy of your child's passport and a completed OV7 form sent with this letter. These are needed for the booking of the flight and for our school records. I must receive these by 4<sup>th</sup> November at the latest. I can take a copy of the passport if you do not have access to a photocopier.

Finally, may I take this opportunity to remind you that selection for this trip is based upon your child's behaviour and commitment to school/club athletics and ability. Should your child fail to meet all of these expectations they will forfeit their place on the trip.

If you have any further questions please do not hesitate to contact me.

Best wishes

*J Dodd*

**Mr J Dodd**  
**Tour Organiser**