



Joseph Leckie  
Academy

January 2020

**Enrichment Day for Year 10**

**Thursday 16th July 2020**

Dear Parent / Guardian

The Academy's Enrichment Day for Year 10's will be on **Thursday 16<sup>h</sup> July 2020**. The Academy will providing an opportunity to visit Drayton Manor Park and Zoo alongside several in house activities for students to enjoy.

At the Academy we believe that educational and enriching activities are essential for students' learning and personal development. These activities open their eyes to new experiences as well as motivating and rewarding them after a long hard year of studying. **This day is an important part of their education so all students must attend that week.** As this is still normal term time, the attendance team will follow normal procedures and chase all non-attendance.

All of the information on the activities and the 1 external trip being offered to Year 10's this year are in this booklet. Please take time to look carefully through the activities in the booklet, or on the Academy website, [www.josephleckieacademy.co.uk](http://www.josephleckieacademy.co.uk). **Places will be allocated on a first come, first served basis but we will also consider their behaviour and attendance throughout the year.**

This booklet contains some brief information and more information can be obtained from the activity/trip leader. **It is essential that you sign and date the option form** to indicate that you agree to the choices made and give your permission.

Once students have been allocated to activities they will receive a confirmation letter in **March 2020**. When they receive this, students should see the trip organiser for a letter and parental permission form which is specific to that trip/activity.

To avoid disappointment, **please complete the options form for your child and return it to the Reception as soon as possible with any payments to be made via PARENTMAIL by Friday 14<sup>th</sup> February 2020.**

**How to pay: Please pay the full amount for the trip (if chosen) via Parent Mail (see number 5 overleaf for details).** This is the fastest way to secure a place for your child and to pay for any external trips.

**Please note that deposits are non-refundable (unless the trip is full or we have to cancel the trip).**

For those students not wishing to participate in any of the external trips, students can choose from the other activities listed in the booklet. Some of these activities also have limited places and are for specific year groups. Make sure you complete the form with your choices of internal activities by **Friday 14<sup>th</sup> February 2020.**

**Places on some internal activities are limited. Therefore, it is important to book as early as possible to avoid disappointment. Those students who do not return their forms by the 14<sup>th</sup> February 2020 will have their options made for them based on the activities that are not full.**

Please read the remainder of the information before completing the booking sheet and paying on Parent Mail to ensure that your child does not miss out. Please note that there are also consequences for those students who do not behave in an appropriate manner in school.

#### **What to do now:**

1. Complete the booking form ensuring there are choices for each day. Ensure you sign this and that your child's name is on the form.
2. List **THREE** choices **FOR EACH DAY** (1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> choice). We will attempt to give first choices wherever possible but some options are limited on numbers.
3. Return the booking form to Reception in the sealed envelope with your child's name and form on the envelope and pay your deposits/full balance on Parent Mail (see No.5 below). Please take care that you click on the correct day for the trip as some trips are for different year groups.
4. A £10.00 minimum deposit is required for each trip. If he/she wants to go on more than one trip, you **MUST** pay for the first one in FULL before placing a deposit for other trips.

**Payments for trips should be made via ParentMail** (this is the fastest and safest way to secure your child's place on this visit):

5. Log onto <https://www.parentmail.co.uk/> or the **ParentMail app** for your child at Joseph Leckie Academy.

- Click on the **'My ParentMail'** tab
- Select the **'Shop'** tab
- Choose the relevant visit as named in the booklet and **on the correct day for your child's year.**
- **Complete payment**

*Making Payments Easy For Parents!*



**Attention all parents!**  
UK'S BEST PARENTAL ENGAGEMENT SYSTEM  
ParentMail  
Download The ParentMail App  
for the best way to pay for your AW2019 choices  
or visit <https://www.parentmail.co.uk/>

PayPal PayPoint VISA MasterCard

## **Please read the following information carefully**

Deposits are non-refundable, unless we cancel a trip.

Once final balances are made these are non-refundable unless we have to cancel the trip.

Students should think carefully before making a payment if they change their mind, they will lose their deposit unless a replacement is found by the student.

Students cannot use a deposit for one trip to pay for another trip, they must ensure they pay for each trip in full by **2nd April 2020**.

There are different payment schedules for the Residential Trips, please see the information given by the trip organiser for specific deadlines for these.

If there are changes in costs and we do not reach minimum numbers for trips to be viable, it may be necessary to increase the cost of trips otherwise the trip may be cancelled. If this is the case you will be asked if you still wish to pay the extra or you can receive a refund.

Students who do not follow Academy's rules and have exclusions and/or 'Behaviour points' will have consequences:

**There are 3 requirements that you and your child should be aware of in determining their places on external trips:**

1. Your child's **behaviour points/number of Time Out referrals** will be monitored by their **Head of Year** and should their points/referrals accumulate their trip may be at **risk**.
2. We will monitor your child's **attendance** and should this fall below the Academy expectation, then the **Attendance Team** will contact you and work with you and your child to improve attendance.
3. We expect all students to get involved with **Academy Pledges**, information has been given to students on the wide range of activities/events that they can contribute towards to gain pledges. This will be monitored by **Form Tutors** and **Heads of House**.

If a student has 3 or more internal or external exclusions regardless of the total number of points/time out's then they will be at risk of losing their place on any external trips.

If they are not on a trip or in an activity due to their poor behaviour, they will be placed in the isolation unit.

We would hope that parents will support us in encouraging students to behave appropriately at all times and to contribute to Academy pledges

**The Heads of Year will liaise with the Attendance Team and Head's of House and inform you on an on-going basis if your child is at risk of losing their place on trips** or being in isolation during the week so that parents can support Academy staff to improve their child's behaviour, attendance or contribute to more pledges. Students would not get a refund as a consequence of the above criteria. The recommendation whether they can go on a trip or not will be taken by the Head of Year in consultation with the Link Leadership Team. The ultimate decision will be made by the Leadership Team after considering all of the criteria above.

Pupil Premium is not used for funding external trips and activities during this week. The Academy uses Pupil Premium to support students for curriculum based activities and trips during the year when these are required for specific courses. Looked After Children, may seek support if required, but this would only fund one trip to a maximum value of £25. Please see Miss Cook for further details where this is needed.

Thursday

# Activity Schedule

— Making Payments Easy For Parents! —

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Activity	Cost	Places	Year group	Trip Leader/Room	Letter
<b>External Enrichment Activities</b>					
Drayton Manor	£27	120	Year 10 ONLY	Mr Sandy/Mrs Petkar (English) Room: TBC	Yes
<b>In House Enrichment Activities</b>					
Minecraft Club 10	-	30	Year 10 ONLY	Mrs Ebanks (ICT) Room 302	No
2D Art Experience	-	25	Years7,8, 9 & 10	Ms Hocknall (Art)	No
Crafts Morning & Cinema afternoon	-	75	Years7,8, 9 & 10	Mrs Bradley (English)	No
Hair & Makeup by Mrs Nayyar	-	40	Years7,8, 9 & 10	Mrs Nayyar (English)	Yes
Photo Frames in D&T	-	50	Years7,8, 9 & 10	Mrs Patel (D&T)	No
Slumber Party in English	-	75	Years7,8, 9 & 10	Mrs Cleverley (English)	No
Aspire to Inspire	-	25	Years7,8, 9 & 10	Miss Sarwar (English)	No
Crafts in Humanities	-	25	Years7,8, 9 & 10	Mrs Kalirai (History)	No
Making , Candles and Paper Mache Models in Science	-	75	Years7,8, 9 & 10	Mrs Raju (Science)	No