



**School Site:** Chanctonbury Road, Burgess Hill, West Sussex, RH15 9EY  
**College Site:** Birchwood Grove Road, Burgess Hill, West, RH15 0DP  
**Tel:** 01444 244133 **Email:** office@woodlandsmeed.co.uk  
**Headteacher:** Mr Adam Rowland

14<sup>th</sup> May 2026

Dear Parent/Carer,

**Year 5 & 6 Residential Trip at Hindleap Warren, Forest Row Wednesday 30<sup>th</sup> June – Friday 2<sup>nd</sup> July 2027**

We are arranging a residential for pupils from year 5 & 6 classes to Hindleap Warren, near Forest Row in East Sussex. This is a residential centre offering an opportunity for all pupils to participate in a wide range of team and confidence building activities which may include archery, climbing, zip wire and abseiling. The school have taken many groups to Hindleap Warren over the years, and the pupils and staff alike enthuse about the activities as well as the food, accommodation and instructors. It is always a valuable and rewarding experience. You can visit their website; <https://hindleapwarren.org/schools-and-colleges/> for more information.

We will be transporting the pupils to Hindleap Warren by school minibus and an appropriate ratio of Woodlands Meed staff will be present at all times as well as qualified and experienced instructors from Hindleap Warren.

We will leave school on Wednesday 30<sup>th</sup> June at approximately 10.30am and will return on Friday 2<sup>nd</sup> July, arriving back at 3pm. You will need to arrange to collect your child as we are returning after school has finished. Please advise transport that they will not be collecting your child.

The cost per pupil is £342.00. If you would like your child to attend, we require a £30.00 deposit by 11<sup>th</sup> September 2026, to secure the booking with Hindleap Warren.

If the trip does not go ahead due to lack of interest the deposit will be returned to you, however, should you later change your mind once the trip is confirmed we will not be able to provide you with a refund.

Please see below a payment schedule with due dates and costs, which will need to be paid for using your Scopay account should there be sufficient interest for the trip go ahead. If you are unsure whether your son / daughter qualifies for pupil premium please contact the school.

Non Pupil Premium cost	
Board & Lodging	£150.00
Activities	£150.00
Additional staff costs	£42.00
LESS FOWM donation	TBC
<b>TOTAL DUE PER PUPIL</b>	<b>£342.00</b>
<b>Non Pupil Premium Payment Schedule</b>	
By 11 <sup>th</sup> September	£30.00
By 9 <sup>th</sup> October	£40.00
By 13 <sup>th</sup> November	£40.00
By 11 <sup>th</sup> December	£40.00
By 8 <sup>th</sup> January 2027	£40.00
By 12 <sup>th</sup> February 2027	£40.00
By 12 <sup>th</sup> March 2027	£40.00

Pupil Premium cost	
Board & Lodging	£150.00
Activities	£150.00
Additional staff costs	£42.00
LESS FOWM donation	TBC
LESS Pupil premium subsidy	- £134.00
<b>TOTAL DUE PER PUPIL</b>	<b>£192.00</b>
<b>Pupil Premium Payment Schedule</b>	
By 11 <sup>th</sup> September	£30.00
By 9 <sup>th</sup> October	£25.00
By 13 <sup>th</sup> November	£25.00
By 11 <sup>th</sup> December	£25.00
By 8 <sup>th</sup> January 2027	£25.00
By 12 <sup>th</sup> February 2027	£20.00
By 12 <sup>th</sup> March 2027	£20.00

By 9 <sup>th</sup> April 2027	£40.00
By 7 <sup>th</sup> May 2027	£32.00

By 9 <sup>th</sup> April 2027	£15.00
By 7 <sup>th</sup> May 2027	£7.00

The school is entitled to charge for the board and lodging element of the residential trip, with voluntary contributions sought to cover the remaining costs. However, in accordance with our Charging and Remissions and Pupil Premium Policies (which can be found on our website), the school will cover the cost of the board and lodgings for families who qualify for Pupil Premium.

Our Fundraiser is currently trying to secure funds to help reduce the cost of this trip, we will hopefully know more in September.

Should you wish to discuss any issues or concerns about the financing of this trip, please do not hesitate to contact Adam Rowland, Head Teacher, in the strictest confidence. If you have any other issues or queries about the trip please contact either trip leader as soon as possible.

There will be an opportunity to discuss any issues in more detail at a parents' meeting to be arranged in the spring term.

Yours sincerely,

Heather Trott  
Assistant Headteacher