



November 2022

Dear Parent/Carer

## Unit 4 Event and Itinerary Planning– Friday 25 November 2022

Students are required to plan, deliver and evaluate a trip as part of their work towards their unit 4 controlled assessment. One of the activities planned is Airsoft at Dogtag Airsoft in Crawley.

The day will include transport to Crawley via minibus, admission to airsoft and insurance for the trip. The programme will run as follows:

- Students will need to meet at Sackville Centre at 10.30am to be registered before leaving on the school minibus
- Airsoft between 11.00am - 2.00pm

It is advised that students wear plenty of layers as the airsoft activity is outdoors. Students are responsible for bringing their own packed lunch and drink for the day. There is limited storage available at either location. Students should therefore keep bags and valuables to a minimum.

We aim for students to return to school around 2.30pm. However, the exact arrival time will depend upon the end time of the round at Dogtag. You are invited to make a voluntary contribution of £31.00, which will cover the cost of the day. I must, however, tell you that as the school could not bear the cost of the visit, the visit will not take place unless parents, who are able to, are willing to contribute.

Please make payment via Scopay by **Wednesday 23 November 2022**. If circumstances make it difficult to meet the voluntary contribution, please contact me at [jfleming@sackvilleschool.org.uk](mailto:jfleming@sackvilleschool.org.uk)

Please remember that if your child is eligible for the 16-19 bursary we can use that to pay for the full cost. Please contact the sixth form for more details. If you would like your child to take part in this event, please complete the parental consent form found [here](#).

Insurance for all school trips is arranged through West Sussex County Council. Full details of the policy can be found on our website at [http://www.sackville.w-sussex.sch.uk/?page\\_id=26728](http://www.sackville.w-sussex.sch.uk/?page_id=26728). **Peanuts or peanut related products are not allowed to be taken on any school visit.**

Please do not hesitate to contact me if you have any questions about this trip.

Yours sincerely

Mrs J Fleming  
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