

Ref: DofE Year 10 Silver administration paperwork

24th September 2019

Dear Parent/ Carer

Please find attached key dates for this year's Silver DofE programme 2019-20.

If you wish your child to take part then a non-refundable registration fee of **£60** is now payable. This is a fee we pay to register to the DofE Charity Organisation for participation in the DofE programme and for our licencing fee.

Please return the completed consent forms; behaviour agreement and payment slip below to the school office **no later than Monday 30th September 2019.**

Payments are to be made via the school website parent's information section www.waseleyhills.worcs.sch.uk using 'payments4schools'. If you require your child's reference number please contact school reception. Where it is necessary to pay by cheque please make it payable to **Waseley Hills High School.**

As outlined in the parents meeting you have different options for payment, if you have any issues or concerns in keeping to the deadlines please see Mr Jones. Once your child has secured a place, if for any reason you wish to cancel refund of any payment can only be made upon us filling the space with another student. A place on this visit will be confirmed but this is dependent upon continued good behaviour and the balance of negative and behaviour points. We do reserve the right to cancel a student's place on the trip if these important criteria are not met. Where trips are oversubscribed behaviour will also be considered in the selection process.

Yours sincerely



Mr. D Jones (DofE Manager)

djones@waseleyhills.worcs.sch.uk

✂-----

Silver Year 10 DofE programme 2019-20.

Name: _____ Tutor group: _____

Parent/ Carer signature: _____ Date: _____

I give permission for my child to register for the DofE Award and confirm I have paid the registration fee online using payments4schools. **Or** I have enclosed a cheque.

Receipt number: _____

Please return to school finance office

Headteacher: Mr. A. Roll
School Road, Rubery, Birmingham B45 9EL
Tel: 0121 453 5211 Email: office@waseleyhills.worcs.sch.uk
www.waseleyhills.worcs.sch.uk