



Ballyclare Secondary School

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Principal: Mrs K O Bell BA Adv Cert Ed PQH

12th January 2024

Dear Ballyclare Secondary School families

Ski Trip 2025 – Follow-Up – Selection

We would like to thank all parents/carers who expressed an interest in the *January 2025 Ski Trip*. A record has been held by school at this stage of all expressions of interest. A significant number of families have expressed an interest in their young person attending this trip. We recognise that this will in turn create some disappointment, as only thirty pupils are being permitted to attend. At this stage, no further expressions of interest will be accepted.

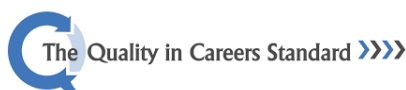
Next Monday (15th January 2025), a randomised selection tool will be used to select the successful thirty pupils, whose parents will then be notified and invited to submit the name of their young person (as per passport), date of birth, gender and their own parent/guardian email address. From this, these details will be uploaded to the portal, wherein parents can pay the non-refundable £300 deposit. This deposit must be paid by the **16th of February 2024** and no later. Please appreciate that *Top Flight* have extended this deadline already for our school, to support the current economic crisis we all face; school made this request to support families in our community. Deposits not paid by the 16th of February 2024, will result in your young person forfeiting their place on the trip.

We will be creating a reserve list for whatever reason a young person has to pull out of the trip, or in circumstances that family who have been successful initially, decide not to move forward with paying their deposit. This **reserve list will consist of five further names**, again selected using a randomised selection tool. The parents of the five pupils selected for the reserve list will also be notified on Monday of next week. The parents of pupils who have been unsuccessful in securing a place on this *Ski Trip*, will be contacted to inform them as such. Contact in this regard will also be made on Monday the 15th of January 2024.

As set out in our initial correspondence, only pupils with a positive behaviour and attendance record will be permitted to attend this trip. *The Senior Leadership Team*, reserve the right to remove any pupil from this trip, right up to the morning of travel, if there is a concern in any regard relating to their behaviour, attendance or attitude. School need to be reassured that every young person attending this trip will respect the safety and wellbeing of all and comply with the routines set out by the school and *Top Flight* representatives.

Parents and carers should be aware that negative conduct and removal from the trip (if appropriate), may result in them losing payments made towards the trip, no matter how far along in the payment process.

As previously mentioned, this is an incredibly exciting opportunity for our young people. Once parents are registered on the portal, they will receive further communication(s) regarding the payment schedule. *Top Flight* require the final balance to be paid ten weeks ahead of departure.



Should your young person be successful, and you have any further queries about the trip, please contact Mr A. Nicholl, *Vice Principal – Pastoral Care (Acting)*, who is the group leader.

Yours faithfully



Wendy Shingleton
Acting Principal



