



Waseley Hills High School

Ref: DofE Silver administration paperwork

23rd September 2014

Dear Parent/ Guardian

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

If you wish your child to take part then a non-refundable registration fee of **£40** is now payable. This is a fee we pay to register to the County Organisation for participation in the DofE programme.

Please return the completed consent forms; behaviour agreement and payment slip below to the school office **no later than Wednesday 8th October 2014.**

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 three options for payment, if you have any issues or concerns in keeping to the deadlines please see either Mr Jones or Mrs Smith. 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.

Yours sincerely

Mr. D Jones and Mrs. L Smith (Silver D of E Coordinators)

djones@waseleyhills.worcs.sch.uk or L3Smith@waseleyhills.worcs.sch.uk

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Silver D of E programme 2014-15.

Name: _____ Tutor group: _____

Parent/ Guardian signature: _____ Date: _____

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

Receipt number: _____

Please return to school reception

Headteacher: Mr. A. Roll

School Road, Rubery, Birmingham B45 9EL

Tel: 0121 453 5211 Fax: 0121 457 8850 Email: office@waseleyhills.worcs.sch.uk

www.waseleyhills.worcs.sch.uk