



22 April 2026

Dear Families

We are delighted to be taking our students to the Burstow Riding Centre for this year's Curriculum Enhancement Week (CEW). We have an excellent three days planned, and we are writing to you now to ensure all necessary arrangements are in place well in advance.

To ensure your child's participation, please attend to the following two requirements:

1. Consent and Prior Experience Forms

Burstow Riding Centre requires the attached form to be completed for every student. Please return the signed document no later than Friday 01 May 2026, via one of the following methods:

- **Email:** Scan and send the completed form to genoff@sackvilleschool.org.uk
- **In Person:** Hand a hard copy to the school reception for the attention of the general office team
- **Paper Copies:** Physical copies are available for collection at the main reception if required.

2. Transport Arrangements

Please note that students must be dropped off and collected directly from the venue for the duration of the trip (Wednesday 15 – Friday 17 July 2026)

- **Location:** Burstow Riding Centre, Burstow Park, Shipley Bridge, Horley, RH6 9TF
- **Drop-off:** 9.00am daily
- **Collection:** 2.45pm daily

To keep the overall cost of the trip as low as possible for families, we have not chartered external transport. While the school can accommodate a very small number of students in exceptional circumstances, the success of this trip relies on parental support with transport.

If these transport arrangements present a significant issue, please contact the Trip Leader, Mrs Grimes at jgrimes@sackvilleschool.org.uk as soon as possible.

We look forward to a fantastic experience for the students and will be in touch with further details in due course.

Yours sincerely

Mr Ash Vallally-Godfrey
Associate Assistant Headteacher

