



BHASVIC

Arvon Creating Writing Residential

Year 1 English Language and/ or Literature A Level

Portfolio Creative Writing

Portfolio Journalism – Development of Professional Skills

Portfolio Journalism – Introduction to Digital & Print Skills

Monday 7th – Friday 11th July 2025

16 places

£580

Please note that this trip is running in Skills Week.

We would like to offer students the chance to take part in a week-long creative writing course organised by the Arvon Foundation. This is a fantastic opportunity for them to receive one to one feedback on their work from published authors, as well as partake in a range of writing workshops over the week.

Travel will be return train to Hebden Bridge & accommodation will be at Lumb Bank (there is a possibility due to renovation works at Lumb Bank that our accommodation will be moved to Hebden Bridge Youth Hostel, we will confirm nearer the time). Lumb Bank is an 18th-century millowner's house in West Yorkshire, which once belonged to Ted Hughes. It's set in 20 acres of steep woodland with breathtaking views to the valley below. When not attending workshops, there are many quiet places to write in the house and garden – and a well-stocked library. All meals are provided during the course.

We hope your young person can join us for this exciting trip, please see the following pages on how to sign-up and pay.

Any questions please don't hesitate to contact Trip Leader, Katie Dixon, k.dixon@bhasvic.ac.uk

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The cost of the trip is £580. This includes return train travel from Brighton to Hebden Bridge with seat reservations/ taxi transfers from Hebden Bridge to Arvon/ 4-night full board accommodation/ all tutoring & workshops/ BHASVIC trip insurance/ 5% BHASVIC emergency contingency (any remaining contingency monies will be refunded after the trip)

The following is not included in the cost of the trip. Return travel from home to Brighton Station/ lunch on the outward & return journey/ spending money...please note that shopping will be very limited, so minimal amount of money needed!

How to sign-up

To make sure that all students interested in joining this trip get a fair chance of getting a place we ask that you complete a sign-up form via this link. [Residential sign-up form](#) This does not secure you a place at this stage.

One application per student please and only put the students name down if you are sure they are 100% committed to going on the trip. **The deadline to sign-up is by midday on Sunday 10th November**

We will then review numbers and if the trip is oversubscribed, we will randomly pick 16 students for the 16 places. We will then email parents/ carers to let them you know if the student does/ does not have a place. Those that don't will go on a waiting list. Those with a place will then need to pay the deposit to secure the place.

You will need to have your BHASVIC Parent Pay account set-up in advance to avoid any delays in payment if you are offered a place. Parents were emailed in September with their unique activation code, if you have not seen this email, you may find it in your junk mail. If you cannot locate the email, please contact cashdesk@bhasvic.ac.uk and ask for it to be reissued, please include the full name of the student in the email.

Paying the deposit (once allocated a place)

Please make sure you read the terms & conditions at the end of this letter before proceeding with payment.

Once you have received the email confirming the students place on the trip you will be able to log into your BHASVIC Parent Pay account and pay the initial deposit of £150 by midday Wednesday 13th November. Payment of the deposit secures the place on the trip. If the deadline is missed for deposit payment, then the place will be offered to a student on the waiting list

Remaining balance

Once the deposit has been paid you can pay the remaining balance of £430 in 3 instalments via Parent Pay by the dates shown below. You can also make intermittent payments before those dates or pay in full.

Tuesday 7th January £143

Monday 3rd February £143

Monday 3rd March £144

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What happens next

Once you have paid the deposit, we will email parents/ carers a link to the online Residential Trip Form. This form collects emergency contacts/ medical details/ passport information (if applicable). Completion of this form is a requirement for the student to participate in the trip. All information is stored in line with GDPR and will be deleted after the trip is completed. Students will be required to complete a separate Code of Conduct form for the trip.

There will be a trip meeting for students held nearer the departure date where they will have an opportunity to meet the group and the Trip Leaders, ask any questions and receive the Trip Pack which will give them all the travel details/ emergency contacts whilst they are away. We will also email this pack to parents/ carers.

Terms & conditions

- At the time of writing the cost of this trip is correct. There may occasions where elements of the trip will be affected by price rises which are out of BHASVICs control. In these instances, this cost will be passed to the parent/carer. BHASVIC will make sure we inform the parent/ carer of any price increase in a timely manner & will ensure any additional cost is kept to a minimum.
- If the student wishes to withdraw from the trip, please email the Trip Leader & trips@bhasvic.ac.uk
- If you choose to withdraw the student from the trip at any point, any monies paid will only be refunded if:
 1. If we can fill the space from the waiting list. Please note not all trips will have a waiting list, in this instance we will advertise the trip to the relevant cohort one additional time to find a replacement. If we cannot fill the space, you will not receive a refund.
 2. Any student from the waiting list being able to pay all monies outstanding in one payment
 3. If we can refund you, we will email you to let you know.
- Final instalments need to be paid within 30 days of the stated due date. If payment is not made within this period, then BHASVIC reserves the right to withdraw the student from the trip & retain all monies paid for the trip thus far.
- If a student withdraws from a trip and student names have already been submitted to a travel company or airline, then any cost incurred to replace that student/ or change details will be charged to the withdrawing parent/ carer
- The student's parent/ carer will be asked to input their passport details (if applicable) via the Residential Student Details Form. It is the parent/carers responsibility to make sure this information is correct & to arrange a new passport if necessary. BHASVIC is not responsible for any mistakes made whilst inputting passport details or for failure to renew a passport by time of the trip departure. Any cost incurred to correct mistakes will be charged to the parent/ carer.
- In the incident of the refusal by immigration in the country of destination or refusal to board in the UK, cost to return the student home with an accompanying teacher will be charged to the parent/ carer. In instances where a passport renewal is not received in time for trip departure, BHASVIC will not refund any paid monies.
- We will check if any student has any AI / ALS / Safeguarding / Medical Needs / Health and Safety Issues and PEEPS that the trip leader/s should be aware of just for the duration of the trip. This information will be collected via an online form & all information is stored in line with data protection laws, all information provided will be deleted after the trip is completed