



Dear parents / carers,

9<sup>th</sup> January, 2020

### **Grafham Water Residential Trip 25<sup>th</sup> March –27<sup>th</sup> March 2020**

I thought I should write to you regarding the payments for the Grafham Water Residential trip and our policy in regards to managing any financial assistance that can be given by the school.

We realise that the £199 for Grafham is a significant cost for parents, which is why we communicated with you as early as July 2019 and we operate a staged instalments system, to help spread this amount into 6 payments, over a longer period of time. See below.

<b>1<sup>st</sup> Instalment due by Friday 13<sup>th</sup> September</b>	<b>£49.00 DEPOSIT</b>
<b>2<sup>nd</sup> Instalment due by Friday 11<sup>th</sup> October</b>	<b>£30.00</b>
<b>3<sup>rd</sup> Instalment due by Friday 8<sup>th</sup> November</b>	<b>£30.00</b>
<b>4<sup>th</sup> Instalment due by Friday 6<sup>th</sup> December</b>	<b>£30.00</b>
<b>5<sup>th</sup> Instalment due by Friday 10<sup>th</sup> January</b>	<b>£30.00</b>
<b>Final instalment due by Friday 7<sup>th</sup> February</b>	<b>£30.00</b>

Currently, the 4<sup>th</sup> instalment should have been paid and the 5<sup>th</sup> instalment is due tomorrow, Friday 10<sup>th</sup> January.

We are aware that some parents will be intending to pay the full amount and this should happen by 7<sup>th</sup> February. The reason for this deadline is that, on this day, we have to confirm numbers and make final payment to The Grafham Water Centre.

As Grafham Water is an extra-curricular residential visit and falls outside the scope of the 1998 Education Act, we need parents to pay the full amount, rather than asking for a voluntary contribution as we do for other visits.

The visit is such an enjoyable experience for children and has such a positive impact on their learning and development, that we really want all our Y4 pupils to attend but sadly, we have very limited financial resources and need to rely on parents to fund the visit.

If you feel that you will have difficulties meeting the 7<sup>th</sup> February deadline for full payment and/or do not wish your child to participate, then please contact the school urgently, to inform us/to discuss the matter. As stated above, however, the scope for us to help financially, is extremely limited and parents should bear that in mind.

I hope this letter clarifies the situation but if you need any information or help, please do not hesitate to contact us.

Yours sincerely,

Adam J.G Campbell (Headteacher)

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