



Head Teacher:

Mrs Beth Atkinson

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4<sup>th</sup> July 2018

**ROBINWOOD TRIP - 20<sup>th</sup> -22<sup>nd</sup> May 2019**  
**REQUEST FOR DEPOSIT**

Dear Parents / Carers,

It was great to see so many of you at the Robinwood meeting on last night, I hope you found it useful. We will be showing the DVD again to the children who missed the meeting. You can also find lots of information on the website [www.robinwood.co.uk](http://www.robinwood.co.uk).

If you would like your child to attend the residential then please note the following payment information.

The cost of the trip is £247.

- Non-refundable deposit of £10 by the 9<sup>th</sup> July 2018
- Non-refundable 2<sup>ND</sup> deposit of £40 by 10<sup>th</sup> Sept 2018
- A third payment of £50 by the 28<sup>th</sup> February 2019 (this will give a total of £100 paid)
- Final payment of £147 by 5<sup>th</sup> April 2019 (6 weeks prior to the trip)

Should you wish to pay in weekly instalments or small lump sums, the minimum payment that can be made is £10.

We would like all payments to be made via our internet payment scheme. Please go to [www.schoolgateway.com](http://www.schoolgateway.com) and follow the instructions. If you have a problem with this facility then please contact our school office, where staff will be happy to help. If you cannot pay using this method again please contact the school office. ***Please do not send cash or cheques with your child to their class teacher.***

Please be aware if your child receives Pupil Premium they are eligible for a discount or if you have twins attending the trip they also qualify for a discount. If this applies to you please contact school and we will be happy to discuss this further.

Should you wish to discuss payment instalments with me or you have any queries/ issues with regards to any aspect of your child's visit, please do contact me at school.

Yours sincerely

Mrs K Coverdale  
Deputy Headteacher

