30 October 2017

Dear Parent/carer

Kilve Court 18-20 April 2018

Thank you for your £20.00 deposit for the residential trip. I am pleased to confirm the full cost of the trip is £165.00. The remaining amount of £145.00 is required by 28 February 2018. In order to spread the cost we would suggest the following payment plan:

£49.00 by 31 December £48.00 by 31 January £48.00 by 28 February

Payments can be made using our online Sims Agora package. The system will allow you to pay in these instalments and keep track of your balance. If you prefer, you can pay the remaining balance in full but payment must be made by 31 December, otherwise, please pay instalments by the dates given. If you require an online reference number or your number has expired, please contact the office as soon as possible. A kit list has also been attached which we hope you will find useful based on last year's trip to give you an idea of the items your child will need to take with them. This may be updated nearer the time.

If you have any further queries, please do not hesitate to contact me.

Yours sincerely

Mrs A Hall School Business Manager