



Queen Eleanor's Church of England Junior School
An Academy in the Good Shepherd Trust*
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Headteacher: Roger Blackburn

16th October 2017

Dear Parents/Carers,

Year 3 Residential Trip to Hooke Court
Wednesday 14th – Friday 16th March 2018

I am pleased to inform you that our booking for the residential trip to Hooke Court has been confirmed and that your child has been allocated a place.

The total cost has also been confirmed at £168.00. For those of you who would prefer to pay the £118.00 balance in instalments, may I suggest the following timetable. If you would like to create your own payment schedule, please come and talk to the office. **We don't usually send out reminders at each stage so please make a note of these dates in your diary:**

Payment to be made on	Amount to Pay
Deposit already Paid	£50.00
Friday 1 st December 2017	£40.00
Friday 12 th January 2018	£40.00
Friday 2 nd February 2018	£38.00

If you wish to pay the full £118.00 at this stage your payment this should be received by **Friday 1st December**. You may pay via ParentPay, alternatively you can pay by cheque (payable to "Queen Eleanor's School") or in cash. Payments should be sent to the school office, via your child's class at registration, in a sealed envelope, marked with your child's name, class and "Hooke Court".

A meeting will take place nearer the time when we can discuss arrangements in greater detail.

Please do not hesitate to contact the office if we can be of any further help.

Yours sincerely,

Roger Blackburn and The Year 3 Team

www.queen-eleanors.surrey.sch.uk