



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

25<sup>th</sup> May 2017

## Year 4 Residential Trip to Ironbridge

Tuesday 20<sup>th</sup> to Friday 23<sup>rd</sup> March 2018

Dear Parents/Carers,

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

The total cost has been confirmed at £187.00 (a saving of £8.00 on the maximum quoted). For those of you who would prefer to pay the £137.00 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 by	Amount to Pay
Friday 7 <sup>th</sup> July 2017	£47.00
Friday 13 <sup>th</sup> October 2017	£45.00
Friday 12 <sup>th</sup> January 2018	£45.00

If you wish to pay the full £137.00 at this stage your payment this should be received by **Friday 7<sup>th</sup> July**. You may pay via ParentPay. Alternatively you can pay with cash or cheque (payable to "Queen Eleanor's School"). Envelopes containing payments should be sent to the school office, via your child's class at registration, marked with your child's name and "Ironbridge".

All monies will need to be paid by 12th January 2018. Please note that the £50.00 deposit is non-refundable. If your child withdraws from the trip before 21st December 2017, you will only be entitled to receive a refund of the amount due up to that date less £70.00. If your child withdraws from the trip after 21st December 2017 you will not receive any refund and will still be liable for the full amount due for the trip.

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 4 Team

[www.queen-eleanors.surrey.sch.uk](http://www.queen-eleanors.surrey.sch.uk)