



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

3rd October 2017

Dear Parents/Carers,

Year 5 Residential Visit to Normandy
Tuesday 15th May – Friday 18th May 2018

Further to my letter of 8th March I am writing to inform you of a slight change to the details of our Normandy trip in May 2018.

Due to unforeseen circumstances the tour operator has changed to Equity (a company we have used often in the past) and the accommodation will now be at Centre CPCV Normandie, 4 Impasse Evangelique, 14510 Houlgate. The itinerary will remain the same.

A consequence of the change of provider is a reduction in the overall cost of the trip. The total cost of the trip is now £267 (previously it was £298) and we are, therefore, able to reduce the final instalment to £49.00. The amended instalment schedule is as follows:

Payment to be made on	Amount to Pay
Deposit - Friday 24 th March	£50.00
Friday 30 th June	£84.00
Friday 20 th October	£84.00
Friday 12 th January 2018	£49.00

If you have already paid more than £267 you will receive a refund of the overpaid amount. If you paid via ParentPay the refund will be credited to the debit/credit card you used to make the payment. If you paid using cash or a cheque you will receive a cheque refund.

As before, if your child withdraws from the trip after 30th June 2017, you will not be entitled to receive any refund on the £134.00 which will have been paid up to that point. If your child withdraws from the trip after 12th February 2018 you will not receive any refund and will still be liable for the full amount due for the trip.

Yours sincerely,

Roger Blackburn
Headteacher

www.queen-eleanors.surrey.sch.uk