

# Ruislip Gardens Primary School



20<sup>th</sup> September 2019

Dear Parents and Carers of children in Year 4

## **Re: Year 4 Residential**

Your child has the chance to attend the Year 4 Residential Trip to Woodrow High House, Buckinghamshire. The dates for this trip are Wednesday **1<sup>st</sup> to Friday 3<sup>rd</sup> April 2020**.

You are invited to attend a briefing session about the trip on **Monday 30<sup>th</sup> September 2019 at 2:30pm in the Upstairs Hall**. At this briefing we will share further information with you and respond to any queries you might have about the trip.

The total cost for this trip will be £165. If you would like your child to attend, you can secure a place by making a non-refundable deposit payment of **£65** by 15<sup>th</sup> October 2019 which should be paid via ParentPay. This will allow us to secure the booking with the venue.

You are able to make payments in instalments at any time, once you have paid the non-refundable deposit. We recommend following this payment schedule:

£65 non-refundable deposit payable by 15<sup>th</sup> October 2019

£50 instalment by 15<sup>th</sup> November 2019

£50 instalment by 15<sup>th</sup> January 2020

**The deadline for full and final payment is date 15<sup>th</sup> January 2020.**

The £65 deposit is non-refundable. Cancellation charges apply for cancellations made less than 61 days prior to the trip date i.e. cancellation after 30<sup>th</sup> January 2020 will result in no money being refunded.

If you have any questions please do not hesitate to speak to me.

Yours faithfully

Miss O'Neill  
Deputy Head

