January, 2019.

Dear Parents / Carers,

**Nant BH Outdoor Education Centre**

 I have booked the above outdoor Education Centre for Year 5 and 6 pupils from Wednesday 25th September to Friday 27th September, 2019. All Year 5 and 6 pupils will be eligible to attend the course at an approximate cost of £184 per pupil. The school will subsidise the trip by paying for the cost of travel.

 Places are limited to 30 so these will be allocated on a first come first served basis. You can pay for the trip in three ways, firstly you can pay the whole amount in one go by no later than Monday 16th September, 2019. Alternatively, you can spread the cost in weekly instalments at approximately £6 per week or an amount affordable to you, and finally, you can pay in three larger instalments as indicated in the table below:

|  |  |
| --- | --- |
| Form returned | By Friday 15th February |
| First Instalment of £65  | By Monday 8th April |
| Second Instalment of £65 | By Monday 8th July |
| Third and Final Instalment of £54  | By Monday 16th September |

 If full payment has not been received by the 16th September, we reserve the right to offer the place to another child.

 Further information regarding the trip will be sent out during the first week of September. However, before we organise the final arrangements, I need to gauge the response from parents / carers, therefore would you please fill in the pro-forma below if you wish your child to attend. Please return the slip by no later than Friday 15th February.

Yours sincerely,

**Mr. P Davies**

**Head Teacher**

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 I agree to my child attending Nant BH Outdoor Education Centre on 25th – 27th September, 2019.

**Name of Child:** ………………………………………….…… **Class:** ………………………….

**Signed:** ……………………………………………………….. **Date:** …………………………….