



Joy Lane Primary School

A Love of Learning, for Life, for All

Thursday 18th October 2018

Oyster Bay Nursery & Oysters SRP (ASD)

Executive Headteacher: Ms DJ Hines

Head of School: Mr M Ashley-Jones

Dear Parents & Carers of **Pupils in Year 6**

Year 6 Residential Trip to the Isle of Wight - Friday 17th May – Monday 20th May 2019

Thank you for attending our Information Evening on Wednesday where we presented a PowerPoint giving a brief outline of our expected itinerary for the trip. For Parents and Carers who were unable to attend the meeting, further information can be obtained on the School's website and also from the Centre's website www.pgl.co.uk under the Centre link 'Little Canada'.

We will, of course, be having a further Information Meeting to share the final itinerary and schedule of events.

In order to proceed with the arrangements and final booking, we are now asking Parents and Carers to provide a £65 deposit (by card or a cheque payable to 'Joy Lane Primary School' before Friday 2nd November 2018 in order to secure a place. This will be deducted from the total cost of £265.

Please find below a schedule of instalments required to ensure the full amount of £265 is paid.

Instalment Number	Amount	Due Date
1 (Deposit)	£65	Friday 2 nd November 2018
2	£50	Friday 4 th January 2019
3	£50	Friday 1 st February 2019
4	£50	Friday 1 st March 2019
5	£50	Friday 26 th April 2019
	TOTAL £265	

Instalments 2, 3, 4 and 5 can be paid either in by card, a cheque payable to 'Joy Lane Primary School' or via our on-line payment system. Please place any cheques in a named envelope marked 'Year 6 Residential Trip'.

Unfortunately, refunds cannot be made if, for any reason, you decide to withdraw your child from the trip. Our agreement with the trip provider requires us to pay all instalments directly to them.

If you have any queries, please do not hesitate to contact me.

Yours sincerely

M Ashley-Jones

Mr M Ashley-Jones
Head of School

Residential/IsleofWight/DepositLetter/Oct2018