

May 2024

Dear Parent/Carer

I am writing to inform you that your child has been successful in gaining a place on the 2025 ski trip.

As stated in the initial letter a deposit of £380 is now required to reserve your child's place on the trip. Please make payment by **30th May 2024**. Payment schedule is as follows: -

- £380 – deposit now required by 30th May 2024
- £320 – by 28th June 2024
- £320 – by 26th July 2024
- £320 – by 27th September 2024
- £320 – by 1st November 2024
- £320 – final payment by 6th December 2024

This trip will be covered by school insurance and accompanied by members of staff. This trip requires us to pre-purchase transport/tickets to obtain the best price. Therefore, we will be unable to offer a refund unless there are exceptional circumstances in the event of your child being unable to attend the trip.

Scopay is now the preferred method of payment for all trips, visits and school activities. If you visit www.scopay.com you will see payment details. If you have mislaid your Scopay login details please call Pupil Services. Should you still wish to pay by cash or cheque, please hand into Pupil Services (cheques should be made payable to *Rayleigh Schools Trust*). If you have any Scopay queries regarding this trip, please contact Mrs A Twomey (atwomey@sweynepark.com).

Any pupils who require medication must ensure that they bring this with them.

If there are any financial difficulties, please contact the Headteacher, Mrs Dines, in the strictest confidence. If you have any queries concerning the trip please contact me at the school.

Further information about the trip will follow in due course to finalise details.

I look forward to skiing with your child in February 2025.

Yours faithfully

L Andrew

Mr L Andrew
Ski Trip Organiser