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November 2020

Dear Parent/Carer

School Trip to Krakow – February 2021

I am writing to update you about the planned trip to Krakow next February, to thank you for your deposit payment and to outline the next steps regarding the remaining payments to be made.

Although due to Covid-19 the current situation is difficult, the travel company have advised us that at this stage we need to continue moving forward with our plans, as tour operators are confident that the travel restrictions will be lifted by February. However, if the trip is then not possible, the money you have already paid will be safe, as long as all payments are kept up to date. Unfortunately, we will not be told if the trip is to be cancelled until 5 days before the departure date.

The total payment of £660.00 will be split into three parts. The first payment of £250.00 you have already paid (deposit). The due date for the second payment of £275.00 is Friday 27th November 2020 (please pay via the school payment system). The final payment of £135.00 will be due on Friday 8th January 2021. If you wish to pay the full sum earlier, then this is also possible.

It is also now time for you to send me a clear colour scan/photo of your son or daughter's passport with their full name and passport number clearly visible. Please can you email this to me as soon as possible at adoran@mysackville.co.uk.

In the spring term I will be in contact again to remind you about the final payment and to outline further details about the trip. Although we are not able to have a face to face meeting, I intend to schedule a Zoom call to discuss the trip with parents and students.

Please do not hesitate to contact me should you have any questions regarding the visit.

Yours sincerely

Mrs A Doran
Teacher of Belief & Values

