

3<sup>rd</sup> November 2023

Dear Parent/Carer,

**YEAR FIVE: YORK RESIDENTIAL TRIP – FINAL INSTALMENT****Monday 12<sup>th</sup> February – Thursday 15<sup>th</sup> February 2024**

We are pleased to inform you that, due to a high number of participants, the total amount for this residential visit will be **£260.00, which is £35 less than the maximum amount originally anticipated.** There is therefore an outstanding balance of **£70.00** (assuming you have paid the £60 deposit and the £130 second stage payment). The amount of £70.00 is due no later than **Friday 1<sup>st</sup> December.**

Should we have any concerns about your son/daughter's behaviour, we will contact you to discuss his/her place on trips. We reserve the right not to take any child, whose behaviour is considered in any way anti-social or unsafe. The Academy is required to undertake a risk assessment for all trips and visits. We cannot allow any child to take part in an activity unless any risk involved is assessed as being low. Details of the trips and our expectations will be conveyed to children via assemblies and during class time.

Kind regards

**Angela Connor**  
**Head of Year Five**

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**YEAR FIVE: YORK TRIP** – Please return to your child's class teacher by **Friday 1<sup>st</sup> December 2023.**

Child's name: ..... Class: .....

☐ I enclose the balance of: £.....  
Please pay by cash or cheque (make cheques payable to Crosshall Junior School) or via Arbor.

Signed: ..... Date: .....