



21st September 2018

Dear Parent/Carer,

Water Sports Trip Sunday 21st July 2019 - Monday 29th July 2019

Just in case it has slipped your minds at this busy time of the year, please can I remind you that the next instalment for the above trip is due by **Friday 5th October** as shown below. Costs are for each child and so if you have two children going you would need to make double the payments by this date.

Thank you to the eagle eyed parent who noticed that the original payment schedule did not add up to the required amount of £810. I have therefore adjusted the final payment to £200. Apologies if that causes any inconvenience.

Our preferred method of payment is via the Internet using Tucasi. Please contact the Finance Office if you have lost your secure log-on details. Alternatively, payment can be made at the Finance Office between 11.10 – 11.30am each day (cheques made payable to 'The Blue School'). Money can be paid at any time of the year but you must reach the interim deadlines shown below. If we fail to make the payments requested by the travel company then our some of our insurance is invalidated and PGL have the right to charge interest on the balance and consequently this jeopardises everyone involved.

If you would like to pay money at any other time of the year please follow the procedure above.

The payment schedule is as set out below:

Deposit	£100	already paid
1 st instalment	£110	already paid
2 nd instalment	£200	already paid
3rd instalment	£200	by Friday 5th October 2018
Final payment	£200	by Friday 3 rd May 2019

Please may I also take this opportunity to draw your attention to two other requirements for this trip? Your son/daughter should have their own passport and European Health Insurance Card (EHIC). There will not be a group passport and it is advisable to get this sorted out as soon as possible. In addition they should be able to swim 50m (two lengths of a normal sized swimming pool). They will not be in the water without a buoyancy aid but nevertheless PGL insist on this level of water proficiency. As there is still nearly a year until our departure there is plenty of time to practice if necessary!

Thank you for your continued support and prompt payments. It really does make the organisation of such a venture a lot easier when people meet deadlines.

Yours sincerely

S. Holland (Mrs)
Party Leader