



Mary Webb School & Science College, Pontesbury, Shrewsbury, Shropshire SY5 0TG

Headteacher: Mr P Lowe-Werrell

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7th December 2018

**

**

Dear **

Arthog Outdoor Education Centre: 10th to 12th May 2019

I can confirm that ** has been allocated a place on the forthcoming trip to the Arthog Outdoor Education Centre from Friday, 10th May to Sunday 12th May subject to receipt of payment.

The full cost of the trip is £165.00 which can be paid in full or through the payment schedule as follows:

Non-refundable deposit £55.00	10 th January, 2019
2 nd instalment £60.00	7 th February, 2019
3 rd instalment £50.00	7 th March, 2019

**unless the place is filled by another student*

Please note that all monies are non-refundable where cancellation is within 12 weeks of the trip, subject to reallocation of the place.

The cost includes all transport, accommodation, fully qualified instructional staff, use of specialist equipment and meals. We can only facilitate these trips if costs can be met and our thanks go to the generosity of parents/carers. If you wish to discuss payments in confidence, then please do not hesitate to contact Mr Salmon, the Business Manager, to do so.

Yours sincerely

Mr D White
Teacher of Physical Education

Mr G Davies
Assistant Headteacher

Mr P Salmon
School Business Manager



**Arthog Outdoor Education Centre
10th to 12th May 2019**

For office use only

Receipts	£	Date	Signed
Cheque			
Cash			

Name of Student: **

Form: **

- I enclose a deposit of £55.00 (*Cheques should be made payable to "Mary Webb School" and have the student's name and form written on the back*) to confirm ** a place on the trip.

- Please can you list here any dietary needs for **

- Please can you list here any medical needs for **

- I agree to authorise any member of staff during the course of this activity to approve such medical treatment for ** as is deemed necessary in an emergency or upon the advice of a qualified medical practitioner, in the event that I cannot be contacted.

Name of Parent/Carer: Signed.....

Date:

Please return slip to the School Office by Thursday, 10th January 2019 (DW / PR)