

September 2014

Dear Parent/Carer,

**RE: Year 10 GCSE Geography fieldtrip to Overstrand, Norfolk  
Sunday 23<sup>rd</sup> November to Wednesday 26<sup>th</sup> November 2014.**

Now the academic year has started and numbers are nearly finalised, I am writing to you to keep you informed of the developments in relation to the Geography fieldwork trip. You will recall the first letter outlining details of the residential trip to Overstrand, Norfolk was distributed to Year 9 pupils in June and requested an initial deposit of £50.

**The total cost of the trip will be £210 (inclusive of the £50 deposit), with a payment deadline of Wednesday 22<sup>nd</sup> October 2014.** If payment by this deadline is likely to be difficult, I have been able to agree a payment schedule where the remaining balance can be made over **five instalments up to Wednesday 4<sup>th</sup> March 2015.** It is therefore possible for your son/daughter to hand in post-dated cheques **in one go** for the dates shown below. The Finance office will keep these cheques in the safe and will cash them throughout the year. We hope this will provide you with more flexibility to decide how much you wish to pay on each instalment date. Please tick the appropriate box on the reply slip if you wish to use this option.

Suggested dates might be as follows:

1. 4<sup>th</sup> October 2014
2. 4<sup>th</sup> November 2014
3. 4<sup>th</sup> December 2014
4. 4<sup>th</sup> February 2015
5. 4<sup>th</sup> March 2015

A number of students have already started to ask what clothes they should be taking and how many bags they are allowed to take on the trip! It is my intention to send all parents/carers a more detailed itinerary and kit list nearer the time to clear up any questions related to our time away. I hope this letter helps to keep you informed at home. If you require any further information please do not hesitate to contact us in school. Should you be unable to meet the cost and would like to apply for financial assistance, please let me know as soon as possible.

Yours faithfully



R. Meadows  
Head of Geography



**Geography Fieldwork to Overstrand, Norfolk 23<sup>rd</sup> November to 26<sup>th</sup> November 2014**

**Name of student:** .....

Please sign below and ask your son/daughter to return this slip to their geography teacher as soon as possible.

I have read this letter and understand that the final cost for the trip will be £210.00 and that the final deadline for payment is 22<sup>nd</sup> October 2014 unless I am paying by instalments in which case it is 4<sup>th</sup> March 2015.

Signed ..... Parent/Carer ..... date