



28 January 2020

Dear Year 3 Parent/Carers,

**Year 4 Residential to Hindleap Warren**  
**Wednesday 9<sup>th</sup>-Friday 11<sup>th</sup> September 2020**

Please be reminded that if you would like to secure a place for your child to attend the residential trip to Hindleap Warren when they are in Year 4, we will require a **non-refundable** deposit of £56.00 payable **by Monday 3<sup>rd</sup> February 2020**. More information about the trip is on the school website under parents/parent meetings and workshops.

Payments can only be made by ParentPay (we are unable to accept cheques or cash). Please select: "Year 4 Hindleap Warren 9<sup>th</sup> -11<sup>th</sup> September 2020." Please contact the finance office if you require a copy of your activation letter – [creditcontrol@hayes-pri.bromley.sch.uk](mailto:creditcontrol@hayes-pri.bromley.sch.uk)

Paying the deposit on ParentPay automatically acts as permission for your child to take part in this trip.

**Total price:** Approximately £200.00 (final total to be confirmed when the number of children attending has been finalised). This includes transport to and from the centre, all food, all activities and accommodation.

Instalments are required to be paid by the following dates:

Deposit	£56.00	3 February 2020
First Payment	£72.00	4 May 2020
Second Payment	£72.00 (tbc)	6 July 2020

If you require assistance with payment for the trip or require a personalised payment plan, please contact our finance team on 0203 121 1113 or email [creditcontrol@hayes-pri.bromley.sch.uk](mailto:creditcontrol@hayes-pri.bromley.sch.uk) as soon as possible to avoid your child not being secured a place.

Please note the terms and conditions for **cancellation charges**:

- Cancelling more than 60 days prior to the residential = refund of trip cost but loss of deposit.
- Cancelling 60 days or less prior to residential = Loss of 100% of total cost of the trip.

Yours Sincerely



Miss Hughes  
Deputy Headteacher