

14<sup>th</sup> November 2019

Dear Parents & Carers

### **Year 4 Residential Visit – Wednesday 24<sup>th</sup> June to Friday 26<sup>th</sup> June 2020**

It was lovely to see so many of you at the residential visit meeting last night. I hope you found it helpful and informative. For those of you who were unable to attend, we will be staying at the Essex Outdoors Centre in Danbury. The children will be taking part in a range of exciting activities run by qualified instructors such as climbing, high ropes, team challenges, archery, swimming and orienteering.

The cost of the trip is **£170.00** which includes all accommodation, meals, insurance, activities and travel. The cost of this trip is a little more than stated during the parent's information evening as costs had to be reviewed and this information was unfortunately not available to heads of year prior to the meeting. Set out below is the required payment schedule: -

Deposit Payment	-	£60	-	payable by Monday 9 <sup>th</sup> December 2019
2 <sup>nd</sup> Payment	-	£55	-	payable by Friday 14 <sup>th</sup> February 2020
Final Balance Payment	-	£55	-	payable by Friday 27 <sup>th</sup> March 2020

To confirm your consent and deposit payment, please log onto your online account on the Tucasi (SCOPAY) website and tick the relevant boxes by **9<sup>th</sup> December 2019**.

This can be accessed through a link on the school website. Should this not be possible then payment can be made by cheque which should be payable to "Moulsham Junior School" and handed in to the office in an envelope clearly marked with your child's name, class and "Year 4 Danbury Residential." If you require any help with setting up or using the online payment system please contact a member of the office staff.

All payments should be made via the online payment system where the residential visit will already be showing on your child's account. Payment can of course be made in full at any time, or in regular smaller instalments if this is your preferred option.

If you have not already created an online payment account for your child, please speak to the school office who will provide a login code and detailed instructions so that an account can be set up. The system will allow you to keep track of all payments made and can then also be used to make payments for other trips and school meals throughout the rest of your child's time at the school.



**We must reiterate that if the deposit payment is not received by the 9<sup>th</sup> December 2019 as set out above then we will be unable to guarantee a place for your child.**

We also wish to make it clear that all payments will be non-refundable as the school has to make stage payments to both the venue and the transport provider.

I must stress that the cost of the residential visit must be met by parents as the school has no funding to support visits of this nature. If you wish to discuss payment then please contact the school office.

Thank you for your support and co-operation.

Yours sincerely

Miss K Brown  
Head of Year 4