

*St. Andrew's C.E. (Aided) Primary School*  
*Buckland Monachorum*  
**YELVERTON**  
**PL20 7NA**

6<sup>th</sup> December 2011

Dear Parents

**St IVES FIELD TRIP 7<sup>th</sup> – 11<sup>th</sup> MAY 2012**

I am pleased to report that the response to the school educational visit to St. Ives has been overwhelmingly positive and we can now proceed to collect the outstanding balance, having issued payment cards, the cost being set at £180.

The balance of £130, once the deposit of £50 has been paid, can be paid in weekly or monthly instalments or in a lump sum. Completion date for payment will be Friday 20<sup>h</sup> April 2012.

As mentioned in my earlier letter, concerning pupils whose parents receive Income Support (providing there is not entitlement to Working Tax Credits), the full amount of board and lodgings (£116) will be paid by the Governing Body as described in the school's Charging and Remission Policy, unless you would like to contribute partially. If there are any children who would like to participate but parents would find the full cost difficult to meet then please do not hesitate to contact me in confidence.

Please do not hesitate to contact Mr. Jones if there are any matters you wish to discuss.

Yours sincerely,

**Mr J Jones**  
**Class Teacher**

**Mrs S Pendle**  
**Head teacher**