



# MANOR COURT Community Primary School

*incorporating Manor Court Early Years Centre*

A Member of Preston Primary Academy Trust

Head Teacher Mr L Talmage Deputy Head Teacher Mr A Clode

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12<sup>th</sup> February 2019

Dear Year 5 Parent/Carer,

## **Re: Year 5 Ultimate Adventure Residential**

Thank you for paying the deposit for Year 5's exciting residential to Ultimate adventure: Westward Ho! The remaining balance of £165.00 is now available on ParentPay to enable you to make further payments.

Payments can be made at any time through your account with the minimum payment set at £10. However, minimum instalments of £55.00 must be received by the following dates to ensure payments are kept in line with the requirements from the adventure centre:-

1<sup>st</sup> March

1<sup>st</sup> April

1<sup>st</sup> May

All outstanding balances should be cleared by the 1<sup>st</sup> May. You are, of course, entitled to make greater payments than the minimum instalments or pay in a lump sum for the whole amount. Reminders will be sent via ParentPay to ensure your payments are kept in line with the instalments.

If you have any queries regarding the above, please do contact the school office where someone will be happy to help you.

Thank you for your continued support.

Yours sincerely

Mr L Talmage  
Head Teacher

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