



3 October 2018

Dear Parent or Carer

**Re: Year 7 Activity Trip to Marle Hall Outdoor Education Centre**

Thank you very much for taking an interest in the Year 7 Activity Trip. The 60 places have now been allocated and unfortunately your son or daughter has not gained a place on this trip as it has proved to be very popular and is oversubscribed. Names were drawn at random by the Finance Office in order for us to be as fair as possible.

Your son or daughter has been placed on a reserve list and in the event of another student withdrawing there is still a possibility that your son or daughter will be considered. Should any spaces become available, a further draw will take place and if your son or daughter's name is drawn you will be notified.

In the meantime, should you have any queries, please do not hesitate to contact me via email: [istannard@st-martins.essex.sch.uk](mailto:istannard@st-martins.essex.sch.uk)

Yours sincerely

Miss I Stannard  
**Trip Leader**