



4 March 2019

Dear Parents or Carers

**Re: Year 7 trip to Mountfitchet Castle**

I am writing to inform you that your son or daughter was successful in gaining a place on the Mountfitchet Castle trip on Thursday 9 May 2019.

Full payment for the trip is now required; the final cost is £21 and this should now be paid via ParentPay no later than **Monday 18 March 2019**.

It is important to note that should the payment deadline be missed, your son or daughter's place on the trip may be in jeopardy and his or her place may be offered to another student on the waiting list.

If you have any further queries, please do not hesitate to contact me via email: [hsavill@st-martins.essex.sch.uk](mailto:hsavill@st-martins.essex.sch.uk)

Yours sincerely

Mrs H Savill  
**Trip Leader**