



26 September 2019

Dear Parents and Carers

Re: The Making of Harry Potter Trip, Wednesday 11 December 2019.

I am writing to inform you that your son or daughter was successful in gaining a place on the Making of Harry Potter trip on Wednesday 11 December 2019.

Full payment for the trip of £37.00 is now required and should be paid via ParentPay no later than Tuesday 1 October 2019. If you need help with logging into the ParentPay system, please contact Mrs Glenn in the Year 9 office.

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 given to another student on the waiting list.

We will be travelling by coach and will need to leave St Martin's School by 7.45am. Students should meet in the South Car Park by 7.35 am to be registered. The coach returns to school at approximately 5.00 pm. Your son or daughter will need to bring a packed lunch with them.

If you have any further queries, please do not hesitate to contact me at the school on srainbird@st-martins.essex.sch.uk.

Yours sincerely

Mrs S Rainbird
Teacher of Textiles