



26 September 2019

Dear Parents and Carers

Re: Theatre performance of A COMEDY ABOUT A BANK ROBBERY, London

I am pleased to advise you that your son or daughter has gained a place on the above trip to the Criterion Theatre on Wednesday 5 December 2019 to see *A Comedy about a Bank Robbery*.

Due to unforeseen circumstances, the cost of this trip has increased to £40.00 and is non-refundable. Please make payment via ParentPay by Thursday 3 October 2019.

If you no longer wish your child to attend, please email me to let me know so that the place can be offered to someone on the waiting list.

On the day of the trip, students must meet in south car park at 4:55pm, be dressed in full uniform and should bring any essential medication with them. Students are expected to behave responsibly in line with the St Martin's behaviour policy and will be under direct supervision of staff at all times during the trip. I will lead the trip and will be accompanied by other members of the drama department and a number of other teaching staff. We expect to return at approximately 11:30pm depending on the traffic. If you are collecting your child by car, please ensure you do not park in the top turning circle so that the marked coach bays in the front car park are vacant for our return.

If you have any further queries please do not hesitate to contact me on 01277 238353 or via email lwilkinson@st-martins.essex.sch.uk.

Yours faithfully

Mrs L Wilkinson
Head of Drama