



27 November 2019

Dear Parent and Carers

**Re: Barbados Trip 2020**

Unfortunately, as of October 2019, your total ParentPay payments fell short of the £1511 as requested. The outstanding balance on your account should be £500. Please could you bring your account up to date as soon as possible. Failure to do so could jeopardise your son or daughter's place on the trip.

If you have any issues meeting these payments, please email me on [droberts@st-martins.essex.sch.uk](mailto:droberts@st-martins.essex.sch.uk)

Yours sincerely

Mr D Roberts  
**Trip Leader**