



27 February 2020

Dear Parents and Carers

Re: Year 9 Christmas Market Trip to Cologne, Germany 7-11 December 2020 (inclusive)

I am pleased to inform you that your son or daughter has gained a place on this year's Christmas Markets Trip to Cologne.

The total cost of the visit will be £480 and a deposit of £180 to secure your son or daughter's place on the trip should be made via ParentPay by 25 March. The deadline dates for subsequent payments are as follows:

Amount	Deadline
£180 Deposit	25 March 2020
£150	30 April 2020
£150	29 June 2020

Please note that this deposit becomes non-returnable unless we decide, for any reasons of unfeasibility, not to run the trip and no actual charge has been incurred by the school.

An information session will be held in the autumn term, where we will address any questions parents may have, details will follow later in the year.

If you have any further queries in the meantime, please do not hesitate to contact me at the school via email: lballard@st-martins.essex.sch.uk

Yours sincerely

Mrs L Ballard
Head of Modern Foreign Languages