



Hanley St Luke's C of E (Aided) Primary

7th January 2016

Dear Parents

As we have to make the final payment for our trip to Kingswood before half term, please could you pay the balance of £70 by Friday 5th February 2016. If you would prefer to pay in installments this can be arranged through Mrs Jennings in the school office.

Also enclosed is a general information leaflet about the centre. There will be an information meeting for parents prior to the trip to give you more details and for you to ask any relevant questions. This meeting will take place on Monday 18th April at 6.30pm.

If completing the balance presents any hardship please contact school as we may be able to assist further.

Yours sincerely

M.A. Barlow
Headteacher