



Headteacher: **Mr J Grant**  
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June 2015

Dear Parent/Carer

**Educational Visit to Hamburg, Germany**  
**Saturday 16th January – Wednesday 20th January 2016 (year 12)**

Thank you for forwarding the £125 initial deposit which has secured your child's place on our vocational German and Business Studies trip to Hamburg and Berlin.

**Payment schedule and flights**

Please could you note the following deadline for a further payment:

**Friday 3<sup>rd</sup> July 2015: £50**

We are delighted to hold the price at £445. I apologise for the short notice of this deadline. However, to secure early booking discounts, we need to make some firm arrangements for visits and trips whilst in Germany through our travel company. Without this £50, I am unable proceed with firm bookings.

The remaining balance of £270 can be paid in instalments as follows:

<b>Friday 4<sup>th</sup> September 2015</b>	<b>£100</b>
<b>Friday 6<sup>th</sup> November 2015</b>	<b>£170</b>

If there is a problem with this schedule or should you wish to discuss it, please contact me or Mr Whitehead in confidence. ([hvalentine@wsgfl.org.uk](mailto:hvalentine@wsgfl.org.uk) or [dwhitehead@wsgfl.org.uk](mailto:dwhitehead@wsgfl.org.uk))

Thank you for your help and understanding.

Yours sincerely

Mrs H Valentine  
**Deputy Head of Sixth Form/MFL teacher**

