

SOUTHEND HIGH SCHOOL FOR BOYS

ACADEMY GRAMMAR SCHOOL

Prittlewell Chase, Southend-on-Sea, Essex, SS0 0RG
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Headteacher: Robin M Bevan MA MEd PhD FRSA



January 2020

Dear parent(s)

RE: Year 9 German trip to the Rhineland

As the deadline for the final instalment of the Rhineland trip is now fast approaching, I just wanted to send you a reminder that a final payment of £175.00 falls due on Wednesday 20th February 2020. I would be very grateful if you could ensure that this is paid promptly via Wisepay in order to avoid any late fees.

Also, if you haven't already done so, could you please fill out the "Off Site Visit Form" as a matter of urgency and by no later than the deadline of 20th February 2020. This form can be found on Wisepay and it is crucial that it is completed in order to progress the organisation of the trip.

I am currently in the process of finalising the details of the itinerary. Once everything is confirmed and all bookings have been completed, I will share more detailed information regarding the trip with you via email. I anticipate this will be in early March, as it is subject to me having received all the necessary information on the "Off Site Visit Form" from all parents, as well as the final payment having been made to our tour operator.

I am not planning to hold a meeting for parents prior to the trip, as all the necessary information will be communicated via Wisepay. However, should you have any further questions, please don't hesitate to contact me.

Thank you very much for your cooperation.

Yours sincerely

V. Cavalier
Head of German

