



15<sup>th</sup> May 2019

Dear Parent/Carer,

## Visit to Hampton Court Palace on Monday 10<sup>th</sup> June 2019

Your son/daughter has been invited to take part in the school visit to Hampton Court Palace on Monday 10<sup>th</sup> June, 2019. I would like to invite you to pay the cost of the trip in order to secure your child's place. There are 40 spaces available on the trip and places will be allocated on a first come, first served basis. The cost of the trip will be £25, which includes coach travel to and from Hampton Court Palace, admission to the Palace and participation in a guided tour.

The students taking part in the visit will leave school at 8.00 AM. They will return to school at 5.30 PM. All the students will be transported to and from the venue by coach. The students will be required to bring their own packed lunch. However, if your son/daughter is in receipt of free school meals, lunch will be provided.

New College Leicester is now using a system called ParentPay. We hope you have received a leaflet entitled "An introduction to our online payment service" which has been sent out to all parents. This explained how the ParentPay system works. To make your payments for this trip please select the relevant payment option within ParentPay.

If you are unable to access the internet you will be able to make your payments at any PayPoint kiosk using the barcode at the bottom of this letter. PayPoint kiosks are situated in several shops locally.

If you have any questions regarding this visit please do not hesitate to contact me.

Yours faithfully,

Ms Hannah Thomas  
Teacher of History