

Graham James Primary Academy
The Sorrells
Stanford le Hope
Essex

Dear Parents,

Re : Year 6 Residential (Essex Outdoors Mersea) : 30th September – 4th October 2024

I am delighted that you have reserved a place for your child to be part of the 2024 visit to Essex Outdoors Mersea. As per our letter on 6th July, the deposit of £75.00 is due by 15th September 2023.

The cost of £402 includes accommodation, all meals (except for lunch on first day) and meal-time drinks, all activities, visits and transport to and from Mersea. We will write to you in the Summer term regarding a meeting to discuss the trip in more detail and answer any questions you might have.

If you wish to make monthly payments you can do so on Parent Pay. We should be grateful if you would make future payments so that the following amounts are paid by the due dates this is because we have to send deposits on to Essex Outdoors.

2 nd deposit	by	31/01/2024	£109.00
3 rd deposit	by	01/04/2024	£109.00
Final payment	by	30/06/2024	£109.00

We are bound by Essex Outdoors Terms and Conditions, a full copy of which can be provided on request. However, please see below the section regarding refunds/cancellations:

- 3.1 *All cancellations must be made in writing and acknowledged by the Authorised Officer at the Providing Centre.*
- 3.2 *All cancellations and part-cancellations are subject to the appropriate cancellation Fees detailed below.*
- 3.3 *The financial cost of cancellation of a course is as follows:*
 - 3.3.1 *All deposits are non-refundable.*
 - 3.3.2 *50% of the total booking fee or any costs incurred, whichever is greater, where cancellation take place between 8 and 12 weeks before the commencement date of the Services.*
 - 3.3.3 *100% of the total booking fee where cancellation takes place less than 8 weeks before the commencement of the Services.*
- 3.4 *The date of effective cancellation is calculated on the day of the receipt of written notice.*

I am sure that the children will all really benefit from this experience. If you have any queries please do not hesitate to ask either the class teacher or the office.

Yours sincerely,

P.Back

Petra Back
Head Teacher