

# Regis Manor Primary School

A MEMBER OF SWALE ACADEMIES TRUST

Headteacher: Mrs K Mirams  
Deputy Head: Mr M Perry  
Tel: 01795 472971  
Fax: 01795472916  
[www.regismanor.org.uk](http://www.regismanor.org.uk)



Middletune Avenue,  
Sittingbourne,  
Kent,  
ME10 2HT  
office@regis-manor.kent.sch.uk

September 2017

Dear Parents / Carers

I have been fortunate in getting permission to extend the deadline to express an interest in attending 2018's Swattenden trip. If you would like your child to participate in this residential trip and did not pay a deposit last term please complete the reply slip attached and pay the deposit either via School Money or cash by Friday 29<sup>th</sup> September.

Please find the original letter below. We hope as many children as possible can join us this year!

Mr M Perry

Original Letter:

Dear Parents / Carers

Our year 6 children had a residential trip at the end of last year to the Swattenden Centre near Cranbrook, Kent and the time has come to share details with you about this year's trip. We will be going between 11<sup>th</sup> and 15<sup>th</sup> June 2018. It is an amazing experience for the pupils and we are keen for as many as possible of our year 6 pupils to take part. I would like to invite you all to attend a meeting to discuss what happens during the week, lay to rest any concerns you may have and answer any questions. **This meeting will take place at school on Thursday 6<sup>th</sup> July at 5:30pm. Please indicate below whether you will be able to attend the evening.**

Swattenden are a Kent County Council based outdoor centre and are situated on extensive grounds (which includes a small wood!). The centre offers great value for money and is one of Kent's most popular outdoor education destinations. Costs for the visit is yet to be finalised but this year it was just £227.00 (including food) – as soon as the price is known then I will inform you (it should either be the same or no greater than 10% more). This can be paid in one lump sum or in instalments (see reverse).

**Parents / carers who want to reserve a place will need to sign and complete the attached form, together with paying a non-refundable deposit of £30.00 which can be paid via School Money by the end of Term 6.**

I can honestly say that it is the most fantastic week your child will have; they will grow in independence, have fun and be challenged in what they do. It is a week not to be missed!

Should you have any questions please do not hesitate to contact me.

Yours sincerely

Mr M Perry  
Head of School



WORKING TOGETHER TO SUCCEED

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## Swattenden 2018 – Payment Plan

At present I cannot give you the final price but will base it on this year's visit which was £227.00 (PLEASE NOTE THAT THIS IS ONLY GIVEN AS AN INDICATION OF THE COST OF THE TRIP - THIS WILL BE AVAILABLE IN OCTOBER BUT SHOULD BE SIMILAR).

Below is a breakdown of the POSSIBLE payments that can be made, please feel free to pay in a way which suits you but the trip **needs to be paid prior to Friday 1<sup>st</sup> June 2018**:-

Total cost of trip                                    £227.00 (including travel APPROXIMATELY)

<b>Initial non refundable deposit</b>	<b>£30.00 due by 29<sup>th</sup> September 2017</b>
Second payment	£40.00 - 29 <sup>th</sup> September 2017
Third payment	£30.00 - 30 <sup>th</sup> October 2017
Fourth payment	£30.00 - 30 <sup>th</sup> November 2017
Fifth payment	£30.00 - 26 <sup>th</sup> January 2018
Sixth Payment	£30.00 - 2 <sup>nd</sup> March 2018
Final Payment	£37.00 - 27 <sup>th</sup> April 2018

(N.B Money can be paid at any time and you will always be provided with a receipt)

If you would like information about our residential please do not hesitate to contact me. **Additionally, should you have any difficulties in making these payments please contact the school to make an appointment to discuss the issue in confidence.**



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## Swattenden Outdoor Education Centre.

11<sup>th</sup>-15<sup>th</sup> June 2018

I would like my son/daughter \_\_\_\_\_  
to attend the above-mentioned activity week.

Class: \_\_\_\_\_

Signed: \_\_\_\_\_

Parent's Name: \_\_\_\_\_

I have paid a £30 deposit on School Money / Enclosed £30.



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