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**GIFFNOCK PRIMARY SCHOOL
RESIDENTIAL EXCURSION
Lockerbie Manor Adventure**



Dear Parent/ Carer

**P7 Residential Trip to Lockerbie Manor Adventure
Monday 5th March 2018 to Friday 9th March 2018**

Following our information evening we have had a very positive response from parents expressing an interest for their child to participate in the forthcoming residential trip to Lockerbie Manor. For further information about the Lockerbie Manor Adventure you can visit their website on <http://www.manoradventure.com/lockerbie-manor.php>. The residential excursion is always one of the highlights for our Primary 7s and we hope that as many of our children as possible are able to come.

The anticipated cost is £225. This will be finalised once we have established the exact numbers going and thereby the transport costs. All payments should be made via the 'ParentPay' on-line system and there is a link to this facility via the school website. An activation letter for ParentPay has already been issued to you but if you have any queries please contact the school office.

We realise that this may be a lot to pay at one time and therefore you are able to make payments in instalments. You can begin to make payments for this excursion from today and all payments ought to be completed by Friday 23rd February 2018. We do however require the initial, minimum deposit of **£50 by Thursday 28th September 2017** to secure your child's place.

We have outlined a suggested payment plan below, though you can make any payments, after the deposit, at any time from now until the 23rd February 2018:

£50 deposit to be paid by Thursday 28th September 2017
£65 2nd instalment by Thursday 30th November 2017
£55 3rd instalment to be paid by Friday 26th January 2018
£55* final instalment to be paid by Friday 23rd February 2018

*This final payment is estimated and if it is different this will be confirmed nearer the time.

We are aware that this is a considerable amount of money and should you have any concerns or questions about payment then please do not hesitate to contact me.

Yours faithfully,

Rob Lawson
Head Teacher



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