

Contact: Rob Lawson  
Tel: 0141 570 7180  
Fax: 0141 570 7181  
Email: [schoolmail@giffnock.e-renfrew.sch.uk](mailto:schoolmail@giffnock.e-renfrew.sch.uk)



Education Department  
Giffnock Primary School  
Academy Road  
Giffnock, G46 6JL



**P7 Residential Trip to Lockerbie Manor Adventure**  
**Monday 14<sup>th</sup> March 2022 to Friday 18<sup>th</sup> March 2022**

27<sup>th</sup> August 2022

Following our information evening we have had a very positive response from parents expressing an interest in their child participating in the forthcoming residential trip to Lockerbie Manor. For your reference, and in particular if you were unable to attend, we have put the PowerPoint from the Information Evening on our website under the 'Parents' tab. 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 £280. If for any reason this alters at all you will be advised before the final payment however it is not expected to change. 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 25th February 2022. We do however require the initial, minimum deposit of **£50 by Friday 23rd September 2021** 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 25th February 2022:

**£50 deposit to be paid by Friday 23rd September 2021**  
**£60 2<sup>nd</sup> instalment to be paid by Friday 29th October 2021**  
**£60 3<sup>rd</sup> instalment to be paid by Friday 26<sup>th</sup> November 2021**  
**£50 4<sup>th</sup> instalment to be paid by Friday 28<sup>th</sup> January 2022**  
**£60 final instalment to be paid by Friday 25th February 2022**

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

Yours sincerely,

Rob Lawson  
Head Teacher



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