

Our Ref: PR  
Contact: Mrs. Karen Greechan  
Tel: 01236 794822  
Fax: 01236 879083  
E Mail: ht@st-michaels.n-lanark.sch.uk  
Date: 15<sup>th</sup> January 2018

### Head Teacher

Mrs. Karen Greechan  
**St Michael's Primary School and  
Nursery Class**  
Burnbrae Avenue  
Moodiesburn  
G69 0ER

Dear Parent/Guardian  
**Confirmation Retreat**

Many of the pupils in Primary 6 & 7 will make the Sacrament of Confirmation later this year. The Confirmation Retreat for our Primary 7 pupils will be held on Friday 16<sup>th</sup> February 2018 at Schoenstatt Centre, Lennoxton. This is a great opportunity for the Confirmandi to enjoy a day together, in prayer and reflection, and all our Primary 7 pupils are invited to go to this event. The bus will leave the school at approximately 9.10am and return in time for the children going home at 3pm.

The cost of the Retreat will be subsidised by the school, however the cost to be paid by each pupil is £7. I strongly encourage all parents to pay school trips online via North Lanarkshire's safe and secure online payment system, iPayImpact. This year is a transitional year of making cash payments to receiving all payments for lunches and trips online and in the next school year all payments must be paid online. If you have not already done so, I advise you register your child and familiarise yourself with the website. Please refer to the recent 'School Payments' letter outlining a 'step by step' guide for registering and paying online for school lunches and trips. I suggest that once registered you pay this retreat online. The icon to pay the Confirmation Retreat will appear at the bottom of your child's account, simply click on the basket icon to pay. Please contact the school office if you require any assistance with iPayImpact. All payments either cash or online must be received by **Monday 5<sup>th</sup> February**.

**Children should take soft shoes with them as outdoor shoes are not permitted in the premises.** Please supply your child with a packed lunch, any child entitled to a free school meal will be provided with a packed lunch.

Unless you notify us in writing we will assume that permission is granted for your child to attend this event. Your child will be issued with an emergency contact form before the event which must be completed and returned to the school.

Yours sincerely



Mrs Karen Greechan  
Head Teacher

Executive Director, Education, Skills and Youth Employment,, Civic Centre, Windmillhill Street, Motherwell, ML1 1AB  
[www.northlanarkshire.gov.uk](http://www.northlanarkshire.gov.uk)

