



17<sup>th</sup> November 2017

14 Ipswich Road,  
Norwich, Norfolk NR2 2LR  
(01603) 620180  
www.townclose.com

Dear Parents

### Humanities Trip 2018

Further to my initial letter, I now write to confirm that the annual Year 6 residential trip to Normandy will take place from Sunday 11th March to Friday 16th March 2018. The accommodation, transport and many of the visits have been booked and further details and an itinerary will follow soon.

As outlined in my original letter the overall cost is £475. This covers ALL aspects of the trip (bar pocket money) and includes transport, accommodation, food and drink, museum entrance, guides etc. The balance of £375.00 is now due and I would be grateful if this amount could be paid by Wednesday 6<sup>th</sup> December. Please do not send any cheques directly to me but return them with the attached slip to the Front Office.

Payments can be made by using one of the following options:

**Cheque payment:** made payable to *Town Close House Ed. Trust Ltd*

**Bank Transfer:** A/c no: 22091003 Sort Code: 40-51-62

**Card Payment:** Via 'Parent Login' on the School's website

(please note that a 2.25% charge is applicable for credit card payments)

NOTE: Please quote Humanities 2018 and child's surname as payment reference

There will be an after school meeting for parents regarding the trip in the Read Hall following the February half term. In the meantime, should you have any queries about the trip, do contact me at school if there is anything you wish to discuss.

Yours sincerely

Richard Kendrick



TOWN CLOSE SCHOOL

NORWICH'S FINEST PREP SCHOOL • FOR GIRLS & BOYS • 3-13 YEARS

## Humanities Trip 2018

Please return this reply slip to the Front Office no later than Wednesday 6<sup>th</sup> November 2017.

Child's Name: ..... Form:.....

I enclose final payment of £375 for the 2018 Humanities Trip to France:

- Cheque payment:** made payable to *Town Close House Ed. Trust Ltd*
- Bank Transfer:** A/c no: 22091003 Sort Code: 40-51-62
- Card Payment:** Via 'Parent Login' on the School's website  
(please note that a 2.25% charge is applicable for credit card payments)

NOTE: Please quote Humanities 2018 and child's surname as payment reference

Signed: ..... Date:.....