

21 January 2019

Dear Parent / Guardian,

We are delighted to offer your daughter the opportunity of attending a reward trip if she **achieves 100% attendance from Monday 21st January to Monday 11th February**. The trip is to Woolton Cinema, Liverpool. The cost of the trip is £9.00 and this includes travel to and from the cinema, entrance to the cinema and popcorn during the film. The cinema trip will be during the school day on Monday 11th February. Pupils will be expected to wear full school uniform and they will be allowed to bring snacks for during the film.

It is important that your daughter continues to maintain 100% attendance from Monday 21st January to Monday 11th February otherwise she will have to be withdrawn from the trip.

Participation on any school trip is dependent upon continued good behaviour. The School reserves the right to withdraw any pupil whose behaviour deteriorates during the school year. I am also required by our insurers to remind you that the cost of non-accidental damage caused by any pupil whilst on the trip will be charged to the parents concerned.

Please note: medical and contact details for the trip will be taken from the data you have provided to school. If any of your daughter's details have changed, please put the changes in writing addressed to your daughter's Support Manager. Parental consent for the trip will be given via the annual consent form sent home with your daughter in September. If this form has not been returned, your daughter will not be allowed to attend the trip.

If you wish your daughter to attend this trip, please could you make payment of £9.00 through Parent Pay by **Monday 28th January**. Payment can only be taken through Parent Pay, if you have lost your log in details, please request them from school by 23rd January as payment for this trip can not be made at any time after 28th January. Please be aware that places are limited as the cinema only seats 250 pupils, therefore in the event of over subscription, places will be allocated on a first come first served basis. If you do not have a Parent Pay account or you have any further questions, please contact your daughter's Student Support Manager. **Please note: no payments can be made after 28th January and all payments are non refundable.**

Thank you for continuing to support your daughter and the school in maintaining an excellent attendance record.

Yours sincerely,

Mrs D. Lodge
Assistant Headteacher