

Wooden Hill Primary and Nursery School

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Headteacher

Mrs Joanna Lagares

8 November 2019

Dear Parents and Carers,

RE: Butser Ancient Farm Trip

As you are aware from our previous communication there was a significant shortfall to cover the cost of the trip to Butser Ancient Farm next Friday. There remains a significant shortfall which we are unable to cover from the school's budget. We have therefore made the decision to reschedule the trip to Tuesday 25th February 2020 to allow further time for payment. Without payment we will have no other option than to cancel the trip. This final decision will be made on Friday 17th January 2020 by which all payments must be made. If we are forced to cancel the trip all money paid will be fully refunded.

We are happy to accept cash instalments if this would help with making payments. We are also able to subsidise the cost for pupils in receipt of the Pupil Premium Funding. If you think you may be eligible for the funding, please speak to the school office who will be able to provide you with an information leaflet regarding the criteria for this additional funding. If you are eligible and have not yet applied, then I would strongly encourage you to do so as the decision does come back to us very quickly once the application has been made and subsidising trips like this is one example of how we use the funding.

I am terribly sorry for the disappointment that this causes as I know that the children were looking forward to the trip. I would like to reassure you that the cost of the trip purely covers the cost of the coach and admission to Butser Ancient Farm and I hope that the trip will be able to go ahead in February.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Joanna Lagares", with a horizontal line underneath.

Joanna Lagares
Headteacher