



Moor First School

School Lane
Biddulph Moor
Stoke on Trent. ST8 7HR
Co- Headteachers: Mrs. S. J. Mayes & Mrs V Atherton
Tel. No. 01782 512350



e-mail: headteacher@moor.staffs.sch.uk

23rd September 2022

Re: Year 4 Pupils – Residential visit to Laches Wood

Dear Parents / Carers,

We have received confirmation that we have successfully secured the Laches Wood Educational Visit for **Wednesday 15th March to Friday 17th March 2022** as a three day package. Confirmation of the booking has been agreed and signed by ourselves.

The total cost of the visit is **£167.00** As part of the terms and conditions of the booking, we now require a payment of **£80.00 (which also includes the cost of the transport) as a non-refundable deposit by Friday 21st October 2022 at the latest.**

The full final balance of **£87** to be paid in full or as instalments, by 17th February 2022 at the latest. All monies must be paid via parent pay.

Places cancelled within 60 days of the start of the course will be charged at 60%.

If your child is on Free School Meals, please speak to a member of the office staff at the earliest opportunity, we will be happy to help and discussions will be held in the strictest confidence.

A parents' meeting will be arranged well in advance of the trip, where a full briefing and programme will be given. In the meantime, should you have any further queries, do not hesitate to speak with a member of the office staff.

The staff attending the trip are Mrs Wood and Mrs Kirby, however additional staff may attend nearer the time.

Yours sincerely,

Mrs V Atherton
Co-Headteacher

Staffordshire County Council

