



Bury St Edmunds Academy Trust Horringer Court Middle School

Headteacher: Mrs Tania Johnson

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Thursday 2nd February 2017

Dear Parent/Carer

Year 5 Kingswood Residential Visit – Payment Reminder Letter

Thank you to all parents who have made payments for the Kingswood visit as per our original payment plan.

For those who have payments still outstanding I would like to remind you of the following instalment dates and look forward to receiving payment as soon as possible.

2nd instalment of **£50 due 9th December 2016**

3rd instalment of **£50 due 3rd February 2017**

Final instalment of **£45 due 23rd March 2017**

Please make payment via parentpay or at the school office by cash or cheque (payable to Horringer Court Middle School).

Yours sincerely,

Jackie Kemp

