***Meadow High School***

*Royal Lane, Hillingdon, Middlesex UB8 3QU*

*Telephone: (01895) 443310*

*Fax: (01895) 420925*

*Email: meadow@meadowhighschool.org*

*Website: www.meadowhighschool.org*

 ***Headteacher: Mrs Jenny Rigby***

***Deputy Headteacher: Ms Claire Caddell***

Monday 16th January 2023

**Residential Trip to Devon Monday 13th March - Friday 17th March 2023**

**Important Information**

Dear Parents/Carers

Please see below important dates and information to remember.Please note, all payments will be paid via Parent Pay, if you have any problems with Parent Pay please contact the reception team.

|  |
| --- |
| **Important Dates**   |
| Monday 23rd January | Non-refundable deposit to confirm place due **(£50)**  |
| Thursday 26th January  | Parents meeting: 4pm - 5pm at Meadow High School. |
| Friday 10th February  | Second Payment **(£150)** |
| TBC | Medication prescription order from doctors (if needed) |
| Friday 10th March  | Final Payment **(£200)** |
|  | Inform school transport if your child requires transport with their luggage to school on **Monday 6th March**. (this could affect the size of the transport needed on these days, especially if your child’s transport is a taxi).*Please note we cannot take medication that has not been recorded on the Yellow/ blue medication sheets, this includes vitamin tablets.* |
|

I have attached a letter regarding the parent’s information meeting; if your child has been before it is not essential you attend, we will send the pack home. Please can you return the reply slip as soon as you can.

Kind regards,

**Miss Sojka**

**Trip Leader**

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Monday 16th January 2023

Dear Parents/Carers

**Residential Trip to Devon Monday 13th March - Friday 17th March 2023**

**Parents Information Meeting:  Thursday 26th January at 4:00pm.**

The purpose of this meeting is to provide you with important information regarding the trip. It will also give you the opportunity to ask any questions/raise any concerns that you may have.

The meeting will begin at 4:00pm promptly, so please arrive in plenty of time. We will start with a short welcome and presentation, explaining all the arrangements for the day of departure and arrival back at school. There will be an opportunity for you to ask questions and meet some of the staff who will be attending the trip.

Parents/Carers of children who have attended this trip before, are welcome to attend this meeting, however it is not essential and a parent pack will be sent home with your child, on **Friday 27th January,** if requested on the slip below.

Kind regards,

Mr Morgan

Trip Leader

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**RE: Parent Information Meeting for the Devon Trip**

 **Thursday 26th January at 4:00pm.**

Name of Child: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Form class: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Names of people attending: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**[   ]** I / we will be attending the meeting on Thursday 26th January at 4:00pm.

**[  ]** My child has attended before/ I am unable to attend and would appreciate the pack being sent home

     with my child

*Please complete and return to* ***Miss Sojka*** *no later than Monday 23rd January*