

3 May 2017

Dear Parent /Carer

Thank you very much for all of the payments currently made for your child to attend the Music Tour of Lake Garda in July. If you have paid the full amount of £575 it is very much appreciated. If you still need to pay part of the amount off this will need to be done in the coming weeks as Club Europe, our tour company, is now requesting the full amount. If you have any questions or issues with making payments for the tour please let me know directly and we can address them promptly.

Please make payments via your online payment account at www.scopay.com/rushcliffe. Please ensure you select the correct product in order for us to track the payments. Guidance is available on the school website at <http://www.rushcliffe.notts.sch.uk/index.php/parent-zone/online-payments>. If you have any further payment queries please contact the Finance team via finance@rushcliffe.notts.sch.uk.

In addition to payments, we are now starting the ordering process for the tour shirts. The price of the tour shirt is included in the overall price of the tour itself and no additional payment is necessary. Please return the attached slip specifying your child's shirt size. The top itself will be a black short sleeve polo top.

Finally, we are in the process of finalising all of the excursions for the tour. You will receive a letter closer to the departure date in regards to a day by day breakdown, but current plans include a day trip to Venice, a cable car ride, a visit to Arena di Verona and also Malcesine Castle. In addition to this there will be three outdoor evening performances from the students.

If there are any issues or questions that you have about the online payment, the trip itself, or if there is anything else please do get in contact with me. I can be contacted throughout the holiday period via email at mbarraclough@rushcliffe.notts.sch.uk. We are aiming to be able to finalise the initial payment with the tour agency in the first week of the next school half term, commencing from Monday 4 January.

Yours sincerely

Mr M Barraclough
Teacher of Music

Reply Slip – Music Tour to Lake Garda, Italy – Please return to Mrs Butler – School Office

Name of Student _____ Form _____

Country of birth _____

Passport number _____

Any specific dietary needs _____

Shirt size _____ (options XS; S; M; L; XL – any other please specify)

Signed _____ (Parent/Carer)