



Mrs J Harvey
Headteacher
Lampard Community School
St John's Lane
Barnstaple
Devon, EX32 9DD

Telephone: 01271 345416

e-mail: admin@lampard.devon.sch.uk

www.lampard.devon.sch.uk

14th December 2022

Dear Parent/Carer,

Thank you for paying your initial deposit to secure your child's place on the Upper School 2-night, 3-day residential trip to Adventure Bude, in Bude during the week of **Monday 22nd May to Friday 26th May 2023**.

I am writing to ask that you make the next instalment of (minimum payment of £20) **by Friday 6th January 2023**. You can send payment into school or make payment via Parent pay.

We are aiming to give definite costings in the New Year once we have confirmed numbers of students attending with Adventure Bude, however as per my initial letter the overall cost to you will be reduced due to a contribution from the school, for each student and the cost will be in the region of £230

The remainder of the balance will need to be settled **by Friday 31st March 2023**. This can continue to be paid in instalments as our aim is to give you as much notice as possible to allow you to budget accordingly.

If you have any questions, please do contact me.

Yours sincerely,

Charlotte Allen and Luke Austen

Upper school Leader & Trip Organiser



I would like(student name) to participate in the Upper School Residential 2023.

(tick the appropriate box) I enclose 2nd instalment of £20

I have paid the 2nd instalment of £20 using Parent Pay

Signed Date