

3rd March 2010

Dear Parents

I am delighted to inform you that your daughter has secured a place on the Junior School Ski Trip to Austria which will depart on Friday 11th February 2011 and return on Saturday 19th February 2011.

Thank you for your initial deposit which has now been paid to the company and is therefore no longer refundable.

Although the trip is 12 months away I have a couple of very important dates which I would like to draw to your attention. The second deposit of £100 must be paid by **Friday 16th April** and the final balance of £550 by **Friday 5th November**. It is extremely important that these deadlines are met and I will be sending reminders home to you closer to the time.

I will be organising a trip to the dry ski slope facility at Rossendale in the Autumn term and strongly advise your daughter takes part, particularly if she is a novice to skiing. There will also be a parents meeting in the Autumn term when I will go through the full itinerary with you and you will have an opportunity to ask any questions you might have regarding the trip.

I will be in contact with you throughout the year as I will need medical information, emergency contact details and passport details. Please ensure your daughter's passport is up-to-date and has at least 6 months validity prior to the trip. In the meantime, I would like you to encourage your daughter to remain fit and healthy and do look out for ski clothing bargains which will be in the shops at the end of this season!

Please do not hesitate to contact me in school if you have any immediate queries.

Yours sincerely

Mrs A Stenson
Party Leader