



# Little Hill Primary School

**Headteacher: Mrs Vina Pankhania**

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Part of the OWLS Academy Trust

8<sup>th</sup> December 2022

Dear Parent/Carer

## Year 4 Residential trip to Condover Hall

We have secured a booking for the next Year 4 cohort, currently Year 3 children, to go to Condover Hall in Shropshire. The details are as follows:

Venue	Condover Hall JCA Centre
Leaving on	Tuesday 7 <sup>th</sup> November 2023 - (a.m.)
Returning on	Friday 10 <sup>th</sup> November 2023 (p.m.)
Cost of the trip	£200.50 (£100.25 for pupil premium children).

As final numbers have now been confirmed, the total cost of the trip will be £200.50 (£100.25 for Pupil Premium children). Please note that in the previous letter we asked for the second deposit to be paid in January 2023, this payment due date will be 31<sup>st</sup> January 2023.

The MCAS payment system has been set up for the following instalments to be made by these dates:

- Friday 4<sup>th</sup> November 2022 Initial deposit of £40.00 (£20.00 for Pupil Premium)
- Tuesday 31<sup>st</sup> January 2023 A second deposit of £60.00 (£30.00 for Pupil Premium)
- Friday 31<sup>st</sup> March 2023 £30.00 (£15.00 for Pupil Premium)
- Wednesday 31<sup>st</sup> May 2023 £30.00 (£15.00 for Pupil Premium)
- Friday 31<sup>st</sup> July 2023 £30.00 (£15.00 for Pupil Premium)
- Thursday 31<sup>st</sup> August 2023 Final balance of £10.50 (£5.25 for Pupil Premium)

Methods of payment:

- MCAS (My child at school) online parent app (details can be found overleaf)
- Cash;
- Cheque (payable to Little Hill Primary School)

You should note that the deposit is non-refundable. Government legislation, which makes it a requirement that contributions towards the cost of a trip must be voluntary, does not apply to board and lodging for residential trips, though the activities themselves do fall within the legislation. However, if too many parents opt for their child to go but decide against paying for the full cost of the trip and insufficient funds are collected, then unfortunately the trip would have to be cancelled, as we have no alternative source of funding.

If you have any queries regarding the trip, please do not hesitate to contact me.

Yours sincerely

Mr S Williams  
Deputy Headteacher



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## **Instructions to pay online**

Online payments can now be made through the new parent portal MCAS (My Child At School) app.  
**We are no longer using the School Gateway app for online payments.**

MCAS is available via Web Browser ([www.mychildatschool.com](http://www.mychildatschool.com)) and App (search for MyChildAtSchool in your usual app store – the App developer is Bromcom).

**You can access the Condover payment, in the Trip section of the MCAS app.**

Provided we have an email address for you on our system **and** you are a first or second priority contact with parental responsibility for a child at the school, you should have received an invitation code so that you can activate your account. If you have not received an invitation code please contact the school office and we can set this up for you.