



Headteacher: Mrs L Ayling BA (Hons) NPQH

June 2018

Dear Parent / Carer

Trip to Wimbledon Lawn Tennis Club - Friday 13 July 2018

Further to my letter confirming your daughter's place on our forthcoming trip to Wimbledon, I would now like to invite you into school for a brief meeting on **Wednesday 4 July at 4.30pm**.

At this meeting, I will go through the schedule for the trip as well as the travel arrangements. There will also be an opportunity for you to address any queries you may have.

As stated in my previous letter, the balance for this trip is due to be paid by **Friday 6 July** at the very latest. Payments can be made in cash, cheque or via ParentPay.

I would be grateful if you could confirm your attendance by returning the attached reply slip to school. In the meantime, please do not hesitate to contact me should you have any questions regarding this trip: hepkel@prentonhighschool.co.uk

Yours faithfully

Mrs L Hepke
Teacher of Modern Foreign Languages

Reply Slip – Wimbledon Lawn Tennis Club Parents' Meeting – Wednesday 4 July 2018

Student's Name: _____ Form: _____

- I/we will be able to attend the meeting on the **Wednesday 4 July 2018**
- I/we will be unable to attend the meeting on the **Wednesday 4 July 2018**

Signed: _____ Date: _____

By signing this letter, I am confirming that I have parental responsibility for the child named.