



# Chenderit School

A VISUAL ARTS COLLEGE

Headteacher: Jane Cartwright BA (Hons), MA, NPQH



Our ref: GeographyEJT//Iceland//EJP

6 December 2019

Dear Parents and Carers

As you will be aware, we are now all set to go to Iceland in March 2020. Flights have been confirmed and are as follows:

	Date	Flight	From	To	Check-in	Departs	Arrives
<b>OUTBOUND</b>	19/03/2020	EZY2295	London Luton	Keflavik	05.45hrs	07.45hrs	11.00hrs
<b>RETURN</b>	22/03/2020	EZY2298	Keflavik	London Luton	18.30hrs	20.30hrs	23.25hrs

I have also now booked Cheney Coaches to take us to and from the airport. The cost of this has already been included in the overall cost of the trip.

As you will be aware from the original letter, there is another deposit payment of £110.00 that is due by the **9<sup>th</sup> December 2019**, and a further payment of £490.00 to be in by **6<sup>th</sup> January 2020**. I appreciate that these payments are not at the best time of year with Christmas, but they need to be met as these are deadlines set by Rayburn Tours.

Our preferred payment method is now online, via Parentpay. This can be accessed through the school website or directly at [www.parentpay.com](http://www.parentpay.com). Please contact The Finance Office if you need a Parentpay password or assistance. All trip payment records, instalment payments, and running balances can now be tracked online. (Cash and cheques will also be accepted).

I have also been asked to complete a spreadsheet with full names and dates of birth as well as nationality, passport number, date of issue, expiry date and country that the passport was issued in. Please could I ask that your son or daughter brings their passport in to me as soon as possible so that I can record this information on the spreadsheet? The details need to be accurate, as changes at a later date will incur a cost. I would also like to take a photocopy of the details of each passport, just in case one goes missing while in Iceland. I also have to record dietary requirements on the same spreadsheet.

I will be in touch after Christmas with details about an information evening.

Yours sincerely

Mrs E Taylor  
Head of Geography

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