



15th September 2022

Dear Parent/Carer

Re: Mersea Refund

As stated in my letter earlier this week, we are now in a position to offer a refund which will be £45 per person. This is due to the loss of the overnight stay and the meals we would have received on the Monday. We have managed to keep the same number of activities by moving this to the Wednesday, as a result we will now return to the school around 4:30pm.

If you have paid the monies through Parent Pay you will automatically receive a refund to your account, you will then be able to withdraw the funds from your Parent Pay account. If, however, you have paid via cash or cheque the finance team will be in touch with you over the next few days. However, if you wish to contact the team directly to discuss this please email finance@pclc.co.uk. Our aim is to reimburse you by Friday 23rd September 2022, if not before.

Important reminder

We will meet at 7.00am on Tuesday 20th September at school, for a punctual departure. Late arrivals could mean we miss activities so a prompt departure from the school is important.

We will return on Wednesday 21st September around 4:30pm.

Yours faithfully,

Rebecca Conway
Assistant Principal