



Bishop Wordsworth's School

Exeter Street, Salisbury, Wiltshire SP1 2ED

Telephone: 01722 333851

Fax: 01722 325899

E-mail: admin@bws.wilts.sch.uk

Website: www.bws-school.org.uk

Head Master: Dr S D Smallwood BSc (Hons) PhD NPQH

25 January 2019

Dear Parents/Guardians

RE: Year 9 PENCELLI Payment Plan – Sunday 23 June to Friday 28 June 2019

The total cost of the trip will be **£390.00** per pupil which covers food, accommodation and coach fare. We have split the payment into three instalments, which are as follows:-

- Deposit £100.00 – Already paid.
- Instalment One £100.00 – Due by 12pm on Thursday 28 February 2019.
- Instalment Two £100.00 – Due by 12pm on Friday 29 March 2019.
- Instalment Three £90.00 – Due by 12pm on Wednesday 22 May 2019.

PAYMENT OPTIONS:

To pay please visit BWS website and click the link for the WisePay finance portal or alternatively please follow the WisePay link shown below if you have any issues accessing WisePay please email Trips@bws.wilts.sch.uk . Parents/Guardians who may find it difficult to meet the deadline for payments should contact the Finance Office on ext 260.

WisePay:- <https://www.wisepay.co.uk/store/generic/template.asp?ACT=nav&mID=310816>

Your son will be covered by the school's insurance during this trip; a copy of which is available on the school website. Please ensure that we have current emergency contact details and details of any medical conditions and that your son takes all necessary medication with him on this trip. These details can now be checked through the Insight Parent Portal, otherwise please contact Mrs Sarah Hayward sah@bws.wilts.sch.uk to update your son's information.

Yours sincerely

Mr Andrew Griffin-Raphael
agr@bws.wilts.sch.uk