** HOLY NAME RC PRIMARY SCHOOL**

**Denmark Road, Moss Side, Manchester, M15 6JS**

**Telephone 0161 226 6303 Fax 0161 232 1897**

**Email** [**admin@holyname.manchester.sch.uk**](mailto:admin@holyname.manchester.sch.uk)

**Website** [**www.holyname.manchester.sch.uk**](http://www.holyname.manchester.sch.uk)

‘Placing the Gospel and the love of Christ at the heart of all that we do’

**Executive Headteacher** Catherine Gordon. **Head Of School** Damian Regan, **Chair of Governors** Charles Flannery

Date 12th September 2022

Dear Parents and Carers

**PROPOSED RESIDENTIAL TRIP TO SPAIN FOR YEAR 6 PUPILS**

We are currently planning our annual Year 6 residential trip. Again this year, we would like to take the children to Spain.

The proposed timing for the trip will be 15th – 19th May 2023. The trip will be for 4 nights and 5 days. The trip will be heavily subsidised as we plan to hold a number of fundraising events to help with the cost however we will be asking for a parental contribution of £150.00 per child.

In order to travel to Spain your child will need a current passport. If your child does not have a passport school can help you through the application process. The current method of application is online via website address <https://www.gov.uk/apply-renew-passport> or you may get an application form from the Post Office.

If you would like your child to go to Spain please make a deposit payment of £30.00 via [www.Parentpay.com](http://www.Parentpay.com) and return your completed reply slip below. If you require a login for Parentpay please contact the school office. (Please note the remaining £120.00 can be paid in instalments up to the date of the trip).

Yours sincerely

Damian Regan

Head of School

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Please return to Mr Regan by Friday 16th September, 2022 thank you.

**TRIP TO SPAIN FOR YEAR 6 PUPILS**

I am the Parent/Carer of ………………………………………………………

My child has a current passport 🞎

My child does not have a passport, however I will apply for the passport 🞎

I will pay £30.00 deposit online via ParentPay by Friday 16th September 2022 🞎

Signed ………………………………………….………………………………..Parent/Carer……………………………………………………….…Date