



# SIR THOMAS BOTELER

## CHURCH OF ENGLAND HIGH SCHOOL

THROUGH GOD, WE CARE

GRAMMAR SCHOOL ROAD  
LATCHFORD, WARRINGTON  
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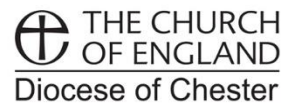
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/THOMASBOTELER



3<sup>rd</sup> April 2020

Dear Parents/Carers

Sincere apologies for the delay in getting information out to you regarding the visits that were due to take place this academic year. It has been quite difficult to navigate through the legislation and insurance and I did not want to issue a final correspondence until I was clear on the outcome. I also did not want any of you to be at a disadvantage and unfortunately this all took longer than expected.

If you were interested in a trip but have not paid a deposit, then you will not be due a refund. However, unfortunately the trip will not be going ahead this academic year.

If you have already secured a place on a trip and paid a deposit and or the whole amount, then please contact us with the following information so we can organise a refund by BACS as soon as possible.

Name of child	
Visit name	
Visit dates	
Bank account name	
Sort code	
Account number	

Please copy and paste the box above into an email and please send to:

[pallen@boteler.org.uk](mailto:pallen@boteler.org.uk)

We really do appreciate your patience at this difficult time. We also apologise for having to cancel the trips and hopefully when things are back to normal we will be able to have a variety of educational visits on offer once again.

Please take care and stay safe.

Your faithfully

Beverley Scott-Herron  
Headteacher



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