



**Kelvedon St Mary's  
C of E Primary Academy,  
Nursery & Autism Support Centre**

Docwra Road, Kelvedon, Colchester, Essex CO5 9DS  
Tel: 01376 570411

email: admin@kelvedonacademy.com  
nursery@kelvedonacademy.com  
web site: www.kelvedonacademy.com

Executive Headteacher: Mrs. L. Osborne BA (Hons) NPQH  
Head of School: Mrs A. Nottage BA (Hons)

15<sup>th</sup> May 2023

**Update re Condover Hall visit final balance instalment**

In previous correspondence regarding this visit (1<sup>st</sup> December 2022) I advised that the final installment payment for this visit would be calculated when costs and pupils attending was confirmed.

Initial quotes obtained were for 2 coaches, however the team has managed to hire a self-drive minibus for the duration of the visit and therefore reduce costs whilst transporting all pupils that have signed up to attend.

The final installment for this visit will now be reduced from £55 to **£26 per person**. As previously agreed, this **final payment is due by 16<sup>th</sup> June 2023 on ParentPay**. (It has been set up as an additional payment item on Your ParentPay account.)

I am happy to advise that the reduced total cost of the visit per person has now been confirmed as **£456.00** rather than £485.00 original estimate.

As previously advised, please **ensure that the cost of the visit has been paid in full** (Payment item 'Condover deposit (£80.00), 'Condover Sep23 instalment 2-5 (£350.00)' and 'Condover Sep23 final balance (£26.00)') on ParentPay by 16<sup>th</sup> June 2023 **in order for your child to attend**.

Regards

*L. Osborne*

Executive Head teacher

