



**MELBOURN**  
**VILLAGE COLLEGE**  
EVERYBODY IS SOMEBODY

An Academy of



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Principal. Simon Holmes

17<sup>th</sup> October 2018

Dear Parents and Carers,

### **Humanities Tour of Rome – 19<sup>th</sup> – 22<sup>nd</sup> March 2019**

I am writing to both thank you and apologise. I would like to thank the parents who have already paid the next instalment or who have completely paid for the tour, and to apologise for the lack of medical form which should have been sent out with the previous letter. The form is attached to this letter, please can it be returned after Half Term.

As a quick reminder, the next payment of **£225 is due by the 26/10/18**, unless other provision has been arranged. This will allow us to make a second payment to the travel company. Please bear in mind that late payment may jeopardise the tour. If there any issues, please contact the Finance department as soon as possible.

I can confirm that flights have been booked for us and that we will be flying from Heathrow. I am now working with the travel company to finalise the details of the itinerary.

Yours sincerely,

Marta Gunner  
Head of Humanities

Enc: Medical Form

