



Looe Community School

*A Specialist College for the Performing Arts,  
Maths and Computing*

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Headteacher: Miss H.R. Jenkins BSc

Our ref: JDA/JHO

12 May 2011

Dear Parent / Carer

### Activity Week 2011

During the week of 18 July 2011 we will once again be holding Activity Week. As in previous years we have put together a list of activities for the home programme which we hope will be enjoyable for all students.

If students are going on one of the residential trips which have already been organised they will have been given the option to pay in instalments. We would like to offer this method of payment to students attending the home programme as well. We will obviously try to keep costs as low as possible but hope this will make the expense of Activity Week a more affordable and uncomplicated way for you to pay and would appreciate it if payment is complete before 12 July 2011.

Availability for trips is limited so it is advisable that your child brings their choices into school on Monday morning together with full payment or first payment if you opt for the instalment option. All payments towards Activity Week should be placed in an envelope addressed to the Finance Officer, with your son/daughter's name and form clearly visible. A receipt will be issued and a record made of each payment. Cheques should be made payable to Looe Community School please.

All students are expected to attend during Activity Week. If anyone has any problems regarding their commitment to the week, please contact Mr Saddler or Mrs Darlington. We would like to remind all concerned about the amount of time and commitment our staff make to allow such a week of invaluable educational and social experience to take place.

We feel that Activity Week is a beneficial part of the school calendar and gives the students something to look forward to during the school year. A detailed programme of the trips on offer is attached and your prompt response would be appreciated.

Thank you for your co-operation and support in this matter.

Yours faithfully

Mr T Saddler  
Deputy Headteacher

Mrs J Darlington  
Inclusion Officer

