



Alban City School
7 Hatfield Road
St Albans
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Office email: admin@albancityschool.herts.sch.uk

21st November 2016

Dear Parents

School Visit to 'Snow White' Pantomime

As part of our Christmas festivities we have made a block booking to take the children to see the pantomime Snow White at the Alban Arena on Thursday 15th December.

The PTA have very generously agreed to subsidise the visit from their funds, making the ticket price **£7.50 per child**. If you would prefer to pay the non-subsidised cost of £9.50 as some parents have indicated that they would like to, and for the £2 to be used as a donation towards other school fund raising initiatives we have this option available also.

If you would like your child to participate in the visit please complete the slip below and return it to school with the appropriate payment. Please note that as all staff will be participating in the visit, we will be unable to provide supervision at school if your child chooses not to attend. You will need to arrange offsite childcare during the visit time.

If you are paying by cash it should be the exact amount and sent to school in an envelope with your child's name, class and Pantomime written on it, classroom staff will not accept loose money. Cheques should be made payable to Alban City School or you can use the online payments system. All replies need to be received by Thursday 1st December.

If you are a new parent and would like to access the online payment system you will need to activate your School Gateway account by registering at: www.schoolgateway.com and entering your email address and mobile telephone number (this should match the details given to school on your child's data sheet), then click on the Send PIN button. The PIN will be sent to your mobile phone and this can then be used to log into the School Gateway to view/make payments. If you need any help with this please speak to Mrs Brown in the office.

Yours sincerely

Mrs J. Goddard
Headteacher

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Snow White Pantomime – Thursday 15th December 2016

Child's Name: ----- Class: -----

Please tick as appropriate:

I would like my child to attend the performance of Snow White at the Alban Arena.

I enclose £7.50 payment by cash/cheque (payable to Alban City School).

OR

I enclose £9.50 payment by cash/cheque (payable to Alban City School).

OR

I have paid £7.50 online using my School Gateway account.

OR

I have paid £9.50 online using my School Gateway account.

Signed: -----

Name: -----