

Urmston Grammar School



Newton Road
Urmston
Manchester
M41 5UG
email: office@urmstongrammar.org.uk
website: urmstongrammar.org.uk
Tel: 0161 748 2875
VAT Registration Number: 120 1656 61

9th January 2024

Dear Parent / Carer,

YEAR 10 MUNICH TRIP 5th – 8th February 2024

I am writing to invite you to the pre-trip meeting on **Tuesday 23rd January**, at **1800** in the **Main Hall**.

To access the Main Hall, please arrive at the main entrance of school; where Reception is. The main doors should be open. Please bring a pen.

Furthermore, pupils' passports and UK GHICs will be collected from the day after this meeting, so please could you ensure these are brought to the Finance Office on or before **Monday 29th January**.

May I also take this opportunity to remind you to ensure all installments have been paid, as the final one was due by 5th January. Many thanks to those who have paid.

As ever, please do not hesitate to contact me should you have any questions.

Yours sincerely,

Mr C. Gough

Trip Leader, Languages Department
e-mail: cgough@urmstongrammar.org.uk