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1st May 2026

Subject: Correction to Previous Letter – Trip Cost Confirmation

Dear Parent/Carer,

I am writing to clarify an error in my previous letter regarding the cost of the upcoming school trip to Robin Hood's Bay, scheduled for July 2026.

Unfortunately, the incorrect cost was provided in that letter. The initial letter had stated that the trip cost was £180.00. The following letter regarding instalments stated that the cost was £150.00. I apologise for any confusion this may have caused. **The correct total cost of the trip is £175.00. Please note that the cost on Arbor has always been correct.**

Please accept my sincere apologies for this mistake, and thank you for your understanding. If you require any further information or confirmation, please do not hesitate to contact me.

Yours sincerely,

Mrs Toohill
Admin Officer

