



# Denmead Junior School

Building success, inspiring curiosity

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Mrs E S Viner, BSc, PGCE, NPQH  
Head Teacher

[www.denmead-jun.hants.sch.uk](http://www.denmead-jun.hants.sch.uk)

Wednesday 8<sup>th</sup> April 2020

Dear parents and carers,

### UPPER SCHOOL WINCHESTER REFUND ARRANGEMENTS

Following the cancellation of last month's Winchester Trip, we are now in a position to refund the money you paid directly into your bank account, as you requested.

Please read the details below and complete the form to return to us so that we may process the appropriate refund for you.

If you have any queries about this, please direct this to the School Business Manager – Mrs Rogers – via the email below.

Yours sincerely,

Elaine Viner  
Head Teacher

### UPPER SCHOOL WINCHESTER REFUND ARRANGEMENTS

Please complete and return your details below to Mrs Sherry Rogers via [s.rogers@denmead-jun.hants.sch.uk](mailto:s.rogers@denmead-jun.hants.sch.uk)

**In the case of more than one parent/carer paying for the trip, please indicate how much should be refunded to each party and ensure all details are completed.**

Child's name ..... Class .....

	Party 1	Party 2
Name of payee:		
Full Address and Postcode:		
Email address:		
Bank Sort Code:		
Bank A/c Number:		
Bank ref: If Building society account		
Bank Country:		
Amount to be refunded	£	£

