16th July 2018

Dear Parent/Carer

**ARRANGEMENTS FOR THE END OF TERM**

**Friday 20th July** is our final day of school before we break up for the summer holidays. In order to raise money for the school, students will be allowed to wear their own clothes and will be given a drink and popcorn whilst they watch the movie “The Greatest Showman”.

To participate, we are requesting a donation of £3 or more per student; this will be used to fund additional environmental initiatives and new student notice boards around the school site, as requested by the Student Council. Please log on to [www.squidcard.com](http://www.squidcard.com) and pay on-line as you would do to pay for lunches, using your usual user name and password and selecting Offers. Once you have topped up your account the ‘Summer 2018 End of Term Activities’ item should be chosen. **If you do not complete this step the funds will not be successfully applied to the offer.** Please complete the payment by Thursday, 19th July 2018.

As we know, we will no longer be using sQuid after 20th July for online payments. If you have a balance on your sQuid account after this date, you may apply for a refund by emailing sQuid customer service at **customerservice@squidcard.com** providing the following details:

* Your 16 digit sQuid registration number or account username
* Name of your bank account
* Bank account number
* Sort code
* Full name of the bank account holder

sQuid will then close your account and process a refund. If you have Auto top up or a stored payment card enabled, please ensure these have been disabled.

Alternatively, if you wish to contribute any balance to the school fund, please email sQuid customer service at **customerservice@squidcard.com** to ask them to transfer the amount that you wish to contribute to your Trips & Offers Purse. There is no charge for this service. You will then be able to make a payment by logging on to [www.squidcard.com](http://www.squidcard.com), using your usual user name and password, and selecting ‘School Fund Donation’ under Offers. **If you do not complete this step the funds will not be successfully applied to the school funds.** Any donations will be used to fund initiatives and items as requested by the School Council.

I would like to remind you that the term ends at **12.15pm** on **Friday, 20th July**. A light lunch will be available for all students from **11.45am – 12.10pm**.

The new school term will begin as usual at **8.25am on Wednesday, 5th September 2018**.

We wish you and your daughter a safe and enjoyable holiday.

Yours sincerely



Mrs D Carter

**Director of Safeguarding**