

Coláiste Pobail na Mainistreach

Bóthar na Mainistreach, An Pórt Mór, Port Láirge

Príomhpoide: Michelle Jefford
Leas-Phríomhoide: Colm Rice
Leas-Phríomhoide: Helen Ní Chonchubhair
Leas-Phríomhoide: Laura Fitzpatrick

Abbey Community College

Abbey Road, Ferrybank, Waterford

Principal: Michelle Jefford
Deputy Principal: Colm Rice
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April 2021

Reminder: Refund for School Tour – Ennis, Co. Clare

Dear Parents/Guardians,

Unfortunately, due to Covid-19, it was not possible for the Burren trip to go ahead.

Further to our correspondence on the 6th October, 2020, we wish to remind you of how to apply for a refund for this trip.

The School Tour Company are in a position to offer a refund for monies paid for this trip, minus €16 unrecoverable costs.

*****Refunds must be applied for directly from The School Tour Company*****

To apply for a refund:

1. Email *The School Tour Company* at info@schooltour.ie. Please include your child's name and Abbey Community College in the subject of the email.
2. Please provide your bank account name, account number and sort code in the body of the email.
3. Please send your details to the *The School Tour Company* as soon as possible to ensure timely processing of your refund.

Yours Sincerely,

Helen O'Connor
Deputy Principal