

Dear Mr Palmer.

OTTERS Shaw SCHOOL

D. A. Palmer.

I am directed to inform you that the Education Committee have decided to admit this boy as a boarder to Ottershaw School at the beginning of the Autumn Term, 1953, subject to the following conditions.

- (a) That you will agree to pay such contributions towards the cost of his boarding as the Committee may assess in accordance with your income on the following income scale:-

<u>Parents' Income</u>	<u>Parents' Contribution</u>
£	£
Not exceeding 350	10
351-400	20
401-450	30
451-500	40
501-550	50
551-600	60
601-650	70
651-700	80
701-750	90
751-800	100
801-850	110
851-900	120
901-950	130
Over 950	140

The above-mentioned figures of Parents' Income will be reduced by £50 for each dependent child in addition to the boy in question. If parents' means alter during the time a boy is at the school the contribution may be reassessed.

The contribution will be payable in three instalments each year, each instalment one week before the beginning of each term. An account for the first instalment will be sent to you before the first term of your boy's attendance at the school.

- (b) That you will give at least one month's notice, expiring not later than the end of a school term, of your intention to remove your boy from the school. This is necessary in order that the vacancy may be filled.
- (c) That you and your boy will comply with the rules of the school.

Will you please let me have your acceptance of the offer to admit your boy?

In order that I may let you know the contribution to be made towards the cost of your boy's boarding, I shall be obliged if you will at the same time complete the enclosed form and return it to me without delay. When I reply letting you know the contribution to be made I will send for your signature a simple agreement covering the above-mentioned conditions for your boy's admission to the school.

I should like to offer you and your boy the Committee's best wishes for a profitable and happy time at Ottershaw School.

Yours faithfully,

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