

Dear Parent/Guardian,

## **'Private Peaceful' – Year 7 visit to Flanders, 23-24 May 2019**

Thank you for the interest and enthusiasm for this trip. We have had an overwhelming response and after negotiations with the travel company we have managed to secure some more places on the trip. Therefore I am pleased to confirm that your child has a place on the 'Private Peaceful' trip 2019.

### **Reminder of Payments**

It is anticipated that the total cost of the trip will be approximately £176 per pupil. As previously explained if you so choose you can pay the remaining payments in 3 instalments: £40 by the 17 December; £40 by the 25 January with the final payment of £46 due by 22 February 2019. **The trip must be paid for in full by 22 February.** Please make payments via 'WisePay' on the school website. If you are unable to make online payments please contact the Finance Office to arrange alternative means of payment.

### **Collective Passport**

We will be using a collective passport for this trip. The requirement is that you fill in the Collective Passport questionnaire that accompanies this letter. **If your child was born outside of the UK** then you are required to fill in an alternative questionnaire. This can be obtained at: [www.gov.co.uk/collective-group-passports](http://www.gov.co.uk/collective-group-passports). We require the completed Collective Passport form or alternative questionnaire to be returned to Mrs Gill in reception by **Friday 21 December**. We also require a **recent Passport-sized photo** for the Collective Passport.

### **EHIC**

All pupils are required to have an EHIC (European Health Insurance Card). We will not be able to take a pupil without one. They are available from NHS choices and these will be needed **by Friday 29 March 2019 at the latest**. The website is [www.nhs.uk](http://www.nhs.uk). If you need the EHIC card before the trip for a family holiday then please ensure it is sent in to school afterwards, for the attention of Mr Lay.

### **Parental Consent Form**

Please complete the enclosed parental consent form to ensure we have the most recent information about your child and return to Mrs Gill in reception by **Friday 21 December**.

Further confirmation of details of the trip including travel arrangements will be forthcoming a few weeks prior to departure in a parents meeting that I hope you will be able to attend. There will be an opportunity for you to ask questions in this meeting but if you do have any further queries please do not hesitate to contact me. Thank you once again for your interest and support.

Mr Joe Lay  
**English Teacher**