

1 September 2023

Dear Parent/Carer

Normandy, 18-22 September 2023

As we look forward to accompanying our students to France very soon, we invite you and your son/daughter to an information evening about the trip. The meeting will be held in the College theatre on **Thursday 7 September at 4.45pm.**

Mrs Lunskey and I would like to inform you about the all-important details, including:

- our itinerary for the five days away
- MRC expectations regarding behaviour, courtesy and bedtimes
- arrangements for pocket money
- the need for maximum effort from all (speaking French as much as possible)
- what to bring and what to leave at home
- departure and arrival times
- communications between home and trip leaders during the visit

Staff will collect in passports and medical forms before the presentation at 5pm which will last no longer than 40 minutes. There will be time to talk at the end, should you have any queries or questions. Please may I thank families for their payments made on scopay and remind you that the **final deposit** (to complete total payment of £515) is now overdue.

Parents and carers are asked to hand in students' passports, GHIC cards and medical forms, in advance of departure, at the meeting. Passports will be kept in the College safe until the day of departure. Do please apply for and hand in a GHIC card in case we need to take your child to a doctor's or hospital whilst on the trip. Here is the link link for GHIC card. This card is provided free of charge by the National Health Service and can be ordered on-line, if you don't have one or if your current card has expired. Do beware of other websites offering to supply a GHIC card for a fee. The gov.uk site does not charge for the cards. The card will be sent to your home address taking at least a week to arrive, so please apply now if you need one. We have travel insurance of course, but the GHIC cards speed up administration, if we find we need to seek medical advice for students, and reduce the charges made.

A summary of the information given at our meeting can be sent home afterwards if you are not available on the evening of 7 September, but we would prefer to see as many families in person as possible. We are holding the meeting just before the parents' information night for Year 9 (starting at 6pm) for everyone's convenience. Finally, please can you check your child's passport today! It should be valid until at least February 2024.

Yours sincerely

Ms C Charpentier and Mrs F Lunskey

(Curriculum Leader for Modern Foreign Languages and Assistant Principal)

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