19th December 2017

Dear Parents/Carers

**YEAR 8 VISIT TO FRANCE**

**MONDAY, 15th JULY TO FRIDAY, 19th JULY 2019**

Following the success of previous Year 8 visits to France and Germany, it has been decided to offer the current Year 7 students the opportunity to visit Paris to learn about French culture as well as practise the language skills they have been developing this year. The visit will depart on Monday, 15th July 2019 and return on Friday, 19th July 2019. The cost of the trip is £463.00. The provisional programme includes:-

* Travel to France by ferry, return via Euro tunnel and all travel and excursions during the stay.
* Accommodation in Campus Ste Thérèse. The centre is located in its own grounds in the town of Ozoir-La-Ferrière which lies 13 miles south east of Paris.
* All meals, including packed lunches.
* A day visit to Astérix theme park.
* Sightseeing trip to Paris including The Eiffel Tower, a boat trip on the River Seine and a visit to the artists’ district of Montmartre.
* On-site evening entertainment, including games, a quiz, a disco and a talent show.
* A visit to a nearby market town.
* An afternoon in Aquaboulevard, Paris, the biggest urban water park in Europe.
* Full insurance cover.

This exciting visit is open to all students studying French in the forms 7A, 7B, 7C and 7D, subject to their behaviour and attendance record. Please note, however, the school reserves the right to refuse any student a place and to cancel the place of any student whose behaviour prior to the trip shows her to be irresponsible, unreliable or disobedient or whose attendance record is not acceptable. If a student is withdrawn by either the school or parent/carer, this will incur a loss of deposit and a £50.00 administration charge will be made. **Additional costs may be incurred if we do not reach our optimum student numbers for this trip, however this will be no more than £50. There may also be additional costs if students have to be withdrawn either by parents or members of staff within 6 months prior to departure.**

If you would like your daughter to attend this trip, please return the attached Consent Form, to Mrs Caple via the Trips & Visits box opposite B7 in Bullers Wood House by **Wednesday, 7th February at the latest**. At the same time please also provide:

* A black and white photocopy of your daughter’s passport details. I**f the passport is not currently valid, please provide a copy of her birth certificate and take steps to obtain a valid passport.**
* A copy of your daughter’s European Health Insurance Card (EHIC) valid for the trip. An EHIC can be obtained or expired EHICs can be renewed *free of charge* via the official website [www.dh.gov.uk/travellers](http://www.dh.gov.uk/travellers) or call the NHS on 0300 330 1350. Beware of websites asking for payment. Please provide a copy of the valid EHIC card to Mrs Caple as soon as it is available.
* A signed copy of the Code of Conduct for Students.

It may be necessary to obtain a visa for your daughter if applicable. In this case, the school will apply for the visa to the necessary authority on your daughter’s behalf nearer to the date of the trip, provided that this is still possible after Brexit. If you have any queries please address these to Mrs Caple – ccaple@bullerswood.bromley.sch.uk.

The following instalment dates and payments will apply:

£70.00 **non-refundable** deposit payable by **7th February 2018 latest**

£110.00 1st instalment payable by **7th April 2018** **latest**

£80.00 2nd instalment payable by **7th** **July 2018** **latest**

£110.00 3rd instalment payable by **7th October 2018** **latest**

£93.00 final instalment payable by **7th April 2019** **latest**

**Once you have received confirmation that your daughter has been accepted on the trip, please make a note of these dates in your diary and on calendars to ensure that payment deadlines are met as it is not always possible to send reminders about payment dates.** You will have the opportunity to pay for the trip on-line in as many instalments as you wish in advance.

To make payments parents/carers should log on to [www.squidcard.com](http://www.squidcard.com) in the same way as for payment for lunches, using their usual user name and password. There will be a box to select for Trips and Visits and then the relevant instalment for “Yr 8 France 2019” trip. Payment of any instalment can be made on-line in advance at any time. If you are not registered with sQuid, please contact Mrs Caple at ccaple@bullerswood.bromley.sch.uk to obtain the necessary details to register your account.

Strict adherence to the above payment dates by parent/carers is essential to enable the school to meet tour operator conditions. **FAILURE TO MEET PAYMENT DEADLINES WILL COMPROMISE YOUR DAUGHTER’S PLACE ON THE TRIP.**

All medical details and emergency telephone numbers which we invite you to update every year and which we will use for the trip will be generated from school records. **PLEASE ENSURE THAT ANY CHANGES IN THIS INFORMATION ARE PROVIDED TO US AS SOON AS POSSIBLE AND DEFINITELY UPDATED BY THE END OF JUNE 2019.**

**IMPORTANT:If the Parental/Carer Consent Form and passport photocopy or birth certificate are not provided, or the deposit has not been received on-line by 7th February 2018 a place on the trip will not be considered.**

This letter should be read in conjunction with the information sheet attached which **should be retained by parent/carers** for reference. Please take care to diarise the stated deadlines which will be strictly enforced.

This is a wonderful opportunity for your daughter to experience French life and speak the French language and we are sure that she will benefit greatly from this venture.

Yours sincerely



Mr K Parsons

**Director of MFL**

**REPLY SLIP BULLERS WOOD SCHOOL**

(**To be returned to Mrs Caple via Trips & Visits box opposite B7 in Bullers Wood House by Wednesday, 7th February 2018 at the latest)**

**YEAR 8 VISIT TO FRANCE**

**MONDAY, 15th JULY TO FRIDAY, 19th JULY 2019**

Daughter’s Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Form:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s daytime telephone number in event of query:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I give permission for my daughter to participate in the above visit and enclose:

[ ]  A photocopy of my daughter’s VALID passport (**ESSENTIAL**). (**If your daughter’s passport is not valid for the date of the trip, please provide a copy of their birth certificate and take steps to obtain/renew passport by end January 2019)**

[ ]  A copy of my daughter’s EHIC valid for the trip.

[ ]  My daughter does not have a valid EHIC and I will take steps to obtain one and supply a copy as soon as possible.

[ ]  A signed copy of the Code of Conduct for Students.

[ ]  I undertake to pay the non-refundable deposit and instalments on-line by the stated payment dates and understand that failure to do so will compromise my daughter’s place on the trip.

[ ]  I will advise the school via office@bullerswood.bromley.sch.uk of any changes in my daughter’s medical condition between now and the date of the trip, of if I have any other concerns regarding her ability to participate.

[ ]  I give permission for my daughter to undertake any first aid or medical treatment that may be required.

[ ]  I accept the terms outlined in the ‘Parental Responsibility’ document which I have retained for reference.

**Consent to Swim:**

The swimming will be supervised by lifeguards/adults.

[ ]  I do give permission for my daughter to swim.

[ ]  I do NOT give permission for my daughter to swim.

**PLEASE NOTE CAREFULLY**

Payment signifies the commitment by the payer to membership of the party and therefore the cost of the visit is **non-refundable** except in the case of serious illness, when a doctor’s certificate will be required. Payments are used to secure firm bookings with the Company whose services are engaged for the visit. Please note you are entering into a contract with the event company, travel or airline company, not the school. Please ensure all payments are made on-line as described by the due dates. CASH is no longer accepted as payment for school trips.

Please note that the school reserves the right to cancel the place of any student whose behaviour prior to the trip shows her to be irresponsible, unreliable or disobedient, or whose attendance record is unacceptable. Indeed, a student may be withdrawn from the trip if attendance or behaviour deteriorates after the offer of a place on the trip is made. Parents/Carers are advised that this will incur a loss of deposit and a £50.00 administration charge. Additional costs may be incurred if students have to be withdrawn either by parents or members of staff at a later date.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *Parent/Carer*