

14 December 2018

Dear Parent / Carer

Year 7 School visit to Normandy

We are writing to you with details of the School Visit to Normandy, departing Monday 15th July and returning **Thursday 18th July 2019**. This trip takes place during the schools UHS Fest Week when the timetable is suspended to focus on these areas of school life.

I will run the trip with four other members of staff who went on this trip last year- and who are also experienced in organising and going on school residential trips abroad.

Below are outline details of the visit:

Cost

The cost of the trip is £417 per person and this price includes the following:

- Travel by executive coach.
- Return Ferry Crossings.
- 3 Nights hotel accommodation, with breakfast, evening meal and packed lunches.
- Entry to selected museums and excursions on the itinerary.
- Full Medical and Health Insurance.
- Cost of evening entertainment

Itinerary

The itinerary is not yet finalised but is very likely to include the following:

Visit to Bayeux Tapestry on Tuesday morning, visit to the Apple Orchard and Cider Brewery on Tuesday afternoon followed by a visit to Arromanches 360° Cinema; on Wednesday: experience a French market, followed by visit to Mont St. Michel in the afternoon; and a visit to a Boulangerie on Thursday morning before heading back to England.

Accommodation

The selected hotel is in Hotel BonSejour, situated in the Calvados region of Normandy. The hotel is designed specifically for groups of young people, and has excellent facilities. The girls will be in shared rooms with private facilities.

Important notice

Students **MUST** have their own current passport and EHIC medical insurance card. Non EU passport holders must see me with their passports before signing up for the trip.

Activities

During our stay we will have a busy schedule of visits and the girls will be asked to carry out a range of language and other exercises on the trip to support their learning during UHS Fest week. It is envisaged that these exercises will be stimulating and challenging for the students.

Naturally we can only offer this trip to students who have a satisfactory work and behaviour record and we reserve the right to withdraw your daughters place even after monies have been paid if there are issues over her approach to school in the run up to the trip.

How to secure a place on the trip:

To ensure that your daughter is guaranteed a place on this trip, please pay £117 deposit online.

ParentPay will go live for deposit payments on Wednesday 19th December 2018 at 7.00pm.

Places are on a first come first served basis so I recommend you access ParentPay as soon as possible after it goes live to avoid disappointment. You are required to pay for this trip via your ParentPay account.

Once you have secured a place by paying your deposit online please complete the attached reply slip and return, via your daughter, to Miss O'Neill.

If you have forgotten your ParentPay login, please visit their website (www.parentpay.com) and click on "Forgotten password" in the account login section. Should this cause you any difficulty, please contact Salvina Barcellona salvina.barcellona@ursulinehigh.merton.sch.uk in the Finance Office who will be able to assist you with this. Please note that this is a voluntary trip. Therefore, if insufficient funds are raised then the trip may have to be cancelled.

The outstanding contributions will be expected in by:

- 31st January £100
- 28th February £100
- 30th March £100

However, if you prefer to make the subsequent payments in one lot, then please do so.

Please find attached to this letter a reply form for the trip. I would be grateful if you could sign and return the form to me confirming that you have paid the deposit ASAP. If you have any problems then please do not hesitate contact me at the school.

Yours sincerely

Miss O'Neill
Head of Year 8

Reply slip for:

Year 7 Normandy Trip 2018 during UHS Fest week

I have paid the £117 deposit using my ParentPay account. I understand that if my daughter is unable to attend and a replacement is not found, then this deposit along with any further payments cannot be refunded.

Name of Daughter _____ Form class: _____

Parent contact name: _____

Parent contact email: _____

Contact number(s): _____

Country current passport is issued by: _____

Expiry date of current passport: _____

Parent Signature: _____ Date: _____

**Return this slip to Miss O'Neill
Head of Year 8**

