



17 March 2023

Dear Parents and Carers

**Re: MFL trip to Berlin 17 -20 May 2023**

Now that the Berlin trip is fast approaching, I would like to invite you to the parents meeting for the trip, which will take place on Tuesday 18 April at 6pm in the South Hall. This meeting is important as it will allow me to go through the main itinerary of the trip, discuss with you the luggage requirements of the airline and to go over the rules and expectations.

If you are not able to attend please email me on the email address below, and I will send you any relevant information which you require. Below I have written a reminder of the flight times so that you can make any necessary arrangements regarding transport to and from school on the dates of the trip.

Outbound: 17/05/23  
London Heathrow -> Berlin Brandenburg  
Depart 06:50  
Arrive 09:40

Inbound: 20/05/23  
Berlin Brandenburg -> London Heathrow  
Depart 21:00  
Arrive 21:55

As a reminder, the coach to Heathrow Airport will leave St Martin's at 02:00am.

If, at any point, you should have any questions, please do not hesitate to email me at [imercer@st-martins.essex.sch.uk](mailto:imercer@st-martins.essex.sch.uk)

Yours sincerely

Mrs I Mercer  
**Teacher of MFL & Trip Leader**

*Be The Best You Can Be*



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Chief Executive Officer: Mr R Duff  
St Martin's School is proud to be part of  
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