



10 October 2018

Dear Parents and Carers

**Re: Year 8 Language trip to Paris, France 20-23 May 2019 (inclusive)**

I would like to offer your son or daughter the opportunity to take part in the Year 8 trip to Paris, France. This trip aims to not only broaden the students' cultural awareness of France, but also to practise the language they have learnt in the classroom. We will be working with NST Travel Group who specialise in educational trips abroad and are a recognised operator by Essex LA.

This trip will be of particular interest to those students who are considering pursuing their language studies further.

The students will be provided with half board accommodation in a hotel located outside the city centre. Students will be required to share single sex rooms. The students will take part in a number of activities and outings organised as part of the trip and will be expected to behave responsibly.

The itinerary is as follows: -

- Monday - Travel to Paris by coach from St Martin's via the Eurotunnel
- Tuesday - Visit Montmatre and the Sacre Coeur, Seine River Cruise
- Wednesday - Visit to Park Astérix, French theme park
- Thursday - A guided tour of Stade de France and return to St Martin's

There will be certain times when students are allowed free time. At these times they may be permitted to wander more freely, but in groups, no smaller than four, around easily defined areas indicated by a map which will be given to the individual student. Students will not be allowed to wander alone or outside the defined area or leave the group without the explicit permission of staff. It is important that parents realise that individual students will not be under the direct supervision of staff at all times during the visit although staff will remain within the designated areas so they are available should difficulties arise. An emergency number will be issued to the group to be used if they get separated at any time.

All internal trips and excursions will be made by foot or coach. The cost should not exceed **£403** per student and this takes into consideration recent fluctuations in exchange rates. This includes all travel, accommodation, breakfast and dinner, activities, insurance, administration costs and a contingency fund. If the contingency fund is not used, then it will be reimbursed at the end of the trip. Please note: in some cases parents may be required to pay an additional insurance surcharge depending upon the personal medical circumstances of the student concerned. Students will need to bring some pocket money to spend in their free time as well as money to buy lunch on three days; I would suggest £20.00 a day. Students will be expected to change their own money into Euros before departing on the trip and will be responsible for any money they bring with them.

Students will need valid European Union passports and European Health Insurance Cards. Applications for these should be made no later than December. Please inform me if your son or daughter holds a passport from a country outside the European Union on the slip below, as students may need to gain the correct visas in advance. The cost of the trip does not allow for visa or passport applications and all these costs must be borne by parents.

The group will be led by myself and I will be accompanied by three other colleagues. Should more than 40 students apply to take part in the trip, we will pick names out of a hat to be fair to all those that apply. We are also duty bound as far as is possible, to ensure that all students are safe whilst on the trip; therefore, if a student is involved in any serious disciplinary breach before the departure date, we reserve the right to cancel their place without the guarantee of a refund.

If you are interested in your son or daughter participating in the trip, please complete the attached consent form with full medical information and dietary requirements included. Please return this form to the Finance Office by ***Friday 19 October***. **When completing the consent form, please ensure that the student's name is very clearly written and is identical to the name on the passport that your child will be carrying at the time of the trip.**

Please be aware that at this point no payment needs to be made and that this letter is simply to gauge interest in the trip to get an idea of numbers. If your son or daughter is successful in being selected to attend the trip, then a letter will be sent to you asking for a deposit of **£100**. This will need to be paid by the 2 of November to ensure that a place has been reserved for your son or daughter.

I do hope that your son or daughter will be able to take part in this exciting trip and get to know Paris and practise their language skills.

If you have any further queries in the meantime, please do not hesitate to contact me at the school or email me at [epenhaligon@st-martins.essex.sch.uk](mailto:epenhaligon@st-martins.essex.sch.uk)

Yours sincerely

Miss E Penhaligon  
***Teacher of French***



***Year 8 Visit to Paris, France***

Student name: ..... Form:

My son\* / daughter\* has\* / does not have\* an EU passport.

*\*Delete as appropriate*

Signed..... Date.....  
(parent or person with parental responsibility)

Name (please print) .....