



20 September 2019

Dear Parents and Carers

Re: Year 8 Language trip to Paris, France 18 - 21 May 2020 (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.

Students will be provided with full board accommodation in a hotel located in the city; they will be required to share single sex rooms. 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, afternoon guided tour of Stade de France
Wednesday	Visit to Park Astérix, French theme park
Thursday	Eiffel tower visit, Seine River Cruise 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 small groups of no less than four, around easily defined areas such as shopping malls, a square or a clearly identified block of streets 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 that 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 £472 per student and this takes into consideration recent fluctuations in exchange rates. This includes all travel, accommodation, breakfast, lunch 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; I would suggest £10.00 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.

A valid European Union passport and European Health Insurance Card is required for this trip. 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 you 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, places will be allocated at random 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 reply slip and consent form with full medical information and dietary requirements included to the finance office by Friday 27 September 2019. **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 £50. This will need to be paid by the date stated on that letter 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 to 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 hcajee@st-martins.essex.sch.uk

Yours sincerely

Mrs H Cajee
Head of French

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Re: Year 8 Visit to Paris, France

I am interested in my son/daughter participating in this trip from 18-21 May 2020.

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):