



1 October 2018

Dear Parent or Carer

Re: GCSE/A Level German Trip to Munich, 20 – 23 June 2019

I would like to offer your son or daughter the opportunity to take part in an exciting German trip to Munich. This trip is available to all students who have opted to take German for GCSE or A Level from September. This trip aims to broaden students' cultural awareness of Germany and to practise the language skills assessed at school. We will be working with Halsbury Travel who specialise in educational trips abroad and are a recognised operator by Essex LEA. This is an exciting opportunity for students who have displayed an interest in improving their knowledge and awareness of Germany and will also offer an insight into the vast history that Germany and in particular Munich has to offer.

Dates of visit: Thursday 20 June – Sunday 23 June 2019 inclusive

Travel to/from and around Munich

We will travel to Munich by plane from Heathrow with British Airways. We are likely to leave school quite early on Thursday morning to arrive in Munich later that morning and have a full day. In order to make the most of our time in Munich, we may return quite late on Sunday evening, depending on flight availability. Transport around Munich will be by train and underground and is included in the price of the trip.

Costs and information

The cost of the trip will be no more than **£610** per student. This includes all travel, accommodation, breakfast and evening meals, excursions, insurance and administration costs. This cost is a maximum estimate so providing we book early enough and number of students allows, the overall price should be reduced. You will be informed of this once all deposits have been paid.

Students will need valid European Union passports and European Health Insurance Cards. Please inform me if your child holds a passport from a country outside the European Union on return of the consent form attached, as students may need to gain the correct visas in advance. The cost of the trip does not allow for visas or passport applications.

Student wellbeing and safety is of paramount importance and we need to ensure that students will act sensibly in Germany. Therefore, if a student is involved in any serious disciplinary breach before the departure date, we reserve the right to cancel their place. Monies may not necessarily be refunded. I will be running the trip alongside other members of staff from the MFL department.

Accommodation and meals

We will be staying in a youth hostel located in central Munich. Students will be required to share rooms and these will be single sex rooms. Our package with the accommodation is half board (breakfast and evening meals). However, students will need to purchase their own lunch and opportunities will be given to buy food during the day. I would suggest students are provided with a budget of €10 a day for lunch.

Free time

There will be certain times when students are allowed some free time. At these times, they may be permitted to wander more freely, but only in small groups of four or more, around clearly defined areas. Students will not be allowed to wander around alone, go outside the defined area or leave the group without the explicit permission of staff. An emergency number will be issued to the group to be used should they be separated at any time.

If your son or daughter is interested in participating in this trip, please fill in the attached consent form with full medical information and dietary requirements included along with a deposit payment of **£200**.

Please return this form along with the deposit to the Finance Office by **Tuesday 16 October 2018**. ***When completing the consent form can I ask that students' name and date of birth are very clearly written and are identical to the details that are on the passport that your child will be carrying at the time of the trip. Failure to do this may result in an extra charge being made for any necessary changes.***

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

If you have any further queries, please do not hesitate to contact me on the following email address - dbourton@st-martins.essex.sch.uk

Yours sincerely

Mr D Bourton
Teacher of German