



Maths &
Computing



ST CRISPIN'S – A SPECIALIST SCHOOL IN MATHS, COMPUTING & LEADERSHIP



Excellence for all

May 2013

EG/ZP/JS

Dear Parent/Carer

The Modern Languages Department is this year organising a day trip to France for the current Year 7 students on Thursday 10th October, 2013 leaving at 6.00am and returning at approximately 10.00pm.

Our aim is to give students an experience of French life and our itinerary includes the market at Marquise, a visit to a bakery and a hypermarket, as well as a tour around the town of Montreuil. We will be travelling by coach and Eurotunnel.

The cost of the day will be £60. This includes all travel, entry fees and insurance. All students must have their own valid passport and an EHIC card (obtainable from Post Offices or visit www.dh.gov.uk). The passport must be brought on the day of the trip and the EHIC card as soon as possible after the summer holiday to the school office.

Your son/daughter will need enough packed food and drink for the whole day as well as some spending money in Euros. We recommend that no more than 30 Euros be taken in spending money.

School uniform need not be worn but comfortable footwear and a coat will be needed.

Exemplary standards of behaviour will be expected and we reserve the right to refuse to take any student whose behaviour would be deemed to jeopardise the safety of others and the success of the trip. (In this case, monies paid would not be refunded.)

Students are specifically not allowed to purchase dangerous objects such as weapons and fireworks. They will also not be allowed to purchase and bring back to the UK tobacco and alcohol.

If you would like your son/daughter to participate in this visit, would you please complete the attached consent and information form and return it to the school office by Friday 21 June, 2013. If there is an issue with the passport, please contact me directly.

Yours faithfully

Miss E Gabbitas
Second in Modern Foreign Languages Department

Payment Procedures - We ask you to use the on-line payment system to pay for this particular Trip/activity if possible.

If you have an online account, please proceed as normal.

If you have not previously created an online account please email onlinepayments@st-rispins.wokingham.sch.uk to request a Pupil Link Code and a list of instructions.

If you choose to pay by cheque please ensure that the student's name, form and the name of the Trip/Activity are clearly written on the back of the cheque, which should be made payable to **'St Crispin's School'**.

If paying by cash it must be in a sealed envelope with the students name, form, amount enclosed, Trip/Activity clearly written on the outside.

This trip is an optional visit and the school asks that the payment is made as a voluntary contribution to cover the cost. In the event that we are unable to cover the costs the trip may have to be cancelled. If you are experiencing difficulty in paying for this visit a written request for support should be submitted to the school office. In the event that the visit is oversubscribed names will be drawn from a hat from all those that have replied by the deadline. Parents are responsible for the prompt collection/return home of students after the visit.

Please be aware that your emergency contact details are uploaded to a password protected website so that a member of the Senior Leadership Team or Local Authority can access information in the event of an emergency. These details include only names and telephone numbers submitted on your Broadmoor form. If you do not want your details stored in this way please notify the school.

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To: Mrs Z Plowdon

Re: Year 8 Day Trip to France, 10th October 2013

Student: _____ Tutor Group: _____

Does your child have his/her own **British** passport **YES/NO**

If "no" please state country of issue _____

Passport Number: _____ Expiry Date: _____

Emergency Telephone Number for day of visit: _____

On date of visit will your child be requiring any medication? If so, please give details.

(please include EpiPen, Asthma Inhaler, etc.)

Any other medical condition which may affect your child's performance/safety on this activity.

Family Doctor's Name and Telephone Number for emergency purposes only:

I agree to staff on the visit/activity giving permission for my child to have any medical treatment that the medical authorities think necessary. I undertake to inform the school of any changes in my child's fitness prior to departure. I have ensured, as far as I reasonably can, that my child understands that it is important to safety that any rules and instructions given by the staff in charge are obeyed.

Does your child have any specific dietary requirements.

I would like to reserve a place for my son/daughter on the Day Trip to France. Parents are responsible for the prompt collection/return home of students after the visit.

Please tick method of payment:-

I have paid by Credit/Debit Card

I enclose a cheque payable to "St Crispin's School" for £60.00 with the student's name, form and Yr 8 Day Trip to France.

I enclose cash £60.00 in a sealed envelope with student's name, form and Yr 8 Day Trip to France on the outside.

Signature of Parent/Carer: _____ Date: _____