

Dear Parents/Carers

Year 9 PGL Water Sports Trip– 23 June to 1 July 2019

There is now just around four months to go until we depart for the PGL water sports trip to France. I am writing to invite you to a parental information evening for the trip which will be on **Wednesday 5th June 2019 at 6.30pm** in the main school hall. It would be extremely helpful if each child could be represented at the meeting. Your son/daughter is also asked to attend. During this meeting, I will run through the main details/itinerary/kit lists etc. It will also provide you with an opportunity to meet the accompanying staff and ask any questions that you may have.

As you can appreciate, a trip of this scale requires a great deal of paper-work, therefore, I am keen to ensure I have everything in place sooner rather than later. Part of this requires me to obtain a photocopy of the details page of your son/ daughter’s passport, as well as a photocopy of their EHIC (European Health Insurance Card). Please could I ask that I receive a photocopy of both of these by Friday 15th March. If you are unable to photocopy these yourself, your son/ daughter can bring the originals in to school where I will be able to do it for you.

I would like to take this opportunity to also gently remind you that the full balance of the trip must be paid off by the 26th April 2019. Furthermore, a reminder that any serious behavioural incidents in school up until the day of departure of the trip could still result in them being withdrawn from the trip. Finally if there are any specific dietary requirements or medical requirements that I am not already aware of, please can you make this known below.

If you wish to discuss any aspect of this visit or meeting prior to the 5th June, please do not hesitate to contact me. In the meantime I look forward to seeing you on that Wednesday at 6.30pm.

Yours sincerely,

Mr R Noblett

Trip organiser

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Reply Slip: (Please hand to Mr Noblett in the PE Office by 15th March 2019)

Name of Student..... Form.....

I will be attending the parental information meeting on Wednesday 5th June 2019

I am unable to attend the parental information meeting evening

I have enclosed a photocopy of the passport page and EHIC card

Additional medical/ dietary requirements:

.....

Parent/ carer signatureDate.....

Principal - Dr Chris Ingate

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