

3/1/2024

**Cologne (Germany)
Wednesday 17th July 2024**

Dear Parent/Guardian

We are pleased to tell you that a curriculum trip has been arranged for Years 8 and 9 to visit Cologne in Germany.

The trip will take place from Wednesday 17th July to Saturday 20th July 2024. During the trip, the children will visit Cologne to enjoy a boat ride, cable car trip and visit a chocolate museum with ten pin bowling in the evening. They will also spend the day at Phantasialand. Lodging will be in a youth hostel with ensuite, dormitory style rooms. All meals will be provided. Spending money for souvenirs and snacks will be extra.

The cost of the trip is £480 per student.

If you would like for your son/daughter to take part in this trip, please complete and return the attached permission slip.

A medical consent form will need to be completed on your child's ParentPay account along with payment of your initial deposit. Your child's place will **not** be secured until you have returned the reply slip below and completed a medical consent form online.

If assistance is required with the cost of this visit, please contact the school to obtain an application form for the school's Learner support fund. If insufficient contributions are raised to fund this trip, the school reserves the right to cancel this excursion.

Further remittance advice is available within the school's charging and remittance policy available on the school website and parents are encouraged to refer to this.

Due to a limited number of places, if demand outweighs available spaces, places will be allocated in the fairest way possible. All students who have paid a deposit will be entered into a random name generator and places allocated according to the names drawn. We will confirm whether your child has been successful as soon as possible after the trip deadline.

Yours faithfully,

**Mrs C Hardy
Modern Foreign Languages**

Payment Plan

We appreciate that there is a significant cost to this trip, in an attempt to make this as accessible as possible, we have arranged for the following instalment plan to be available:

Date due	Amount	Balance due
Thursday 25 th January 2024	£50 non-refundable deposit	£430
Monday 1 st March 2024	Instalment 1 £230	£200
Monday 1 st May 2024	Instalment 2 £200	0

If you would like to take the opportunity to pay by instalments please ensure that your instalment has been paid by the due date, a missed payment could lead to the trip being withdrawn.

While every effort has been made to ensure that the cost of this trip is accurately reflected in the price quoted, the school does reserve the right to amend costs or withdraw the trip should there be insufficient uptake in student numbers, or insufficient voluntary contributions received. On the rare occasion that prices do need to change this will be communicated to you *BEFORE* your deposit/first instalment is committed and becomes non-refundable.

In the event your child is unable to attend or you subsequently fail to make any payments, any instalments paid to date will be non-refundable* (unless a suitable replacement can be found to take your child's place).

*Except in the event of a medical condition preventing participation. In these circumstances a claim should be made to the school's travel insurer, please contact the school directly and they will assist with your claim (please note confirmation from your doctor will be required).

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Please return completed trip forms to the trip box by Thursday 25th January 2024

Cologne 2024

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Student Name:..... Form

I will arrange for payment of £480 to be paid via ParentPay in accordance with the above instalment plan.

I understand that should my child be unable to attend this trip the deposit will be non-refundable.

Where contributions for a trip are via an agreed instalment plan, I acknowledge that I will only be refunded if a suitable replacement can be found to take my child's place.