



20th September 2023

Dear Parents / Carers

Year 8 trip to Cologne, Germany (8th – 11th June 2024)

I am delighted that your child has expressed an interest in the proposed trip to Germany in June next year, departing in the early hours on **Saturday 8th June 2024** and returning late in the evening on **Tuesday 11th June 2024**. We will travel by coach and ferry/tunnel to our destination of Cologne, where the Köhl-Rhiel Youth Hostel will be the base for our packed weekend of activities.

Having just started learning German in Year 8, this trip will give an exciting opportunity for our students to put their language into practice in real situations. However, this is essentially a fun and varied cultural visit, and our programme will include visits to Cologne Zoo and a walking tour of Cologne to take in many of the city's Roman remains as well as a short walk along the river. We will also spend a day at "Phantasialand", one of Europe's leading theme parks.

The cost of the trip will be **£480**. This will include all meals and full board accommodation in Germany, all travel costs, full insurance cover as well as all excursions and entrance fees. It does **NOT** include meals on the outward or return journeys or pocket money. Unfortunately, Group Passports are no longer accepted in Germany and so **all students will require their own passport for this trip**.

For this particular trip, school may be able to provide a subsidy to students who are currently in receipt of free school meals (unless already receiving a subsidy for another residential trip this school year). If applicable, please contact Mr Lillington at school as soon as possible to discuss.

The school party insurance is comprehensive and covers personal accident, medical treatment, loss or damage to personal effects, cancellation due to unforeseen and unavoidable circumstances, and other standard risks. A copy of the policy will be made available at a later date to parents/carers of students participating in the trip.

Those students wishing to apply for a place on this trip should bring the completed slip (see bottom of the attached form) to the **Finance Office** by **Wednesday 4th October 2023**. By this same date, please also pay an initial **online deposit** of **£100** using the **online payment system** (the initial deposit amount is based on our tour company's requirements and is needed to secure our booking). If this deadline causes particular problems, please contact me directly as soon as possible. Likewise, if you are unable to use the online payment system, please contact the Finance Office for assistance or to make alternative arrangements.

Further payments (using the online payment system) are then required as follows:

6 th November 2023	£55
6 th December 2023	£55
6 th January 2024	£55
6 th February 2024	£55
6 th March 2024	£55
6 th April 2024	£55
6 th May 2024	£50

It is anticipated that demand for this trip may exceed the number of places available. In the event of this happening, names will be “drawn out of a hat”. Therefore, receipt of the deposit must not be taken as a guarantee of a place. Students will be informed whether or not they have a place before the half term holiday and deposits will be returned, where appropriate. We have operated this system for many years now, and believe it to be the fairest way of allocating places. **Please do not apply for a place for your child if you are not happy with this.**

In fairness to all students, may I stress that should your child take up a place on the trip, this will be taken as a **firm commitment**. In the event of a student withdrawing from the party, a refund of monies already paid can normally only be given if cancellation is covered by the terms of the insurance.

Finally, for Health and Safety reasons, students who have (or later develop) a record of poor behaviour in school may not be permitted to participate in this trip.

There will, of course, be a meeting for all parents/carers and students concerned shortly before the trip departs next year. In the meantime, if you have any immediate questions regarding the visit, please do not hesitate to contact me at school.

Yours faithfully

J.Barber

Mrs J Barber
Faculty Leader for MFL
Trip Leader