

26th February 2018

German Exchange 2018

Dear Parent / Carer

I am writing firstly to thank you for your deposit for the German Exchange and for allowing your son/daughter to participate in this excellent school trip. It is now time to ask you for the first payment of £125 for your son/daughter towards the Exchange taking place this July. The flights will be booked shortly so the deadline for this payment is **Wednesday 28th March**. The second and last payment of £125 will be due by **Wednesday 2nd May** so if you would like to make one total payment of £250 in March that would also be welcome.

Payments for the trip should be made either by cheque (made payable to 'The Becket School') or by bank transfer directly into the school's bank account. The school's bank account details are:

Account no. 46742060

Sort Code 30 96 18

Please reference the bank transfer carefully with the trip reference GX18 and your child's full name.

Students are not to bring cash for trips into school.

Very shortly, I will be matching partners up, which is the exciting part of the Exchange process! Therefore please ensure that the attached 'Application Form' is completed by **Wednesday 28th March** so this can take place. In addition please complete the Parental Consent Form so we have up-to-date details of your child's medical information. Both forms can be returned to the Finance Office along with your payment. When I have matched partners I will give you contact details of the Exchange family so our students can start to get in touch with their Exchange partner before the summer.

Lastly, I would like to remind you that your son/daughter will need a **valid passport and in-date EHIC** (which can be obtained, free of charge, via an online application www.ehic.org.uk).

Many thanks once again for your continued support of our German Exchange. If you have any questions, please feel free to email me directly at school: h.corsie@becketonline.co.uk

Yours faithfully,

Mrs H. Corsie

Leader of Learning in MFL

 Follow us @TheBecketSchool

The Becket School is part of the South Nottingham Catholic Academy Trust