



Headteacher: **Mr J Grant**  
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October 2014

Dear Parent/Carer

### **Year 9 Study Visit to Paris Saturday 18<sup>th</sup> October 2014 to Wednesday 22<sup>nd</sup> October 2014**

As we approach the departure date, I would like to confirm these essential details, most of which were covered in the meeting on 18<sup>th</sup> September.

1. Please arrive at school between 8am and 8.15am on Saturday 18<sup>th</sup> October and park beyond the caretaker's house on the right of the school to allow parking space for the two coaches. Departure time is scheduled for 8.30am.
2. We are scheduled to return to school at 5pm on Wednesday 22<sup>nd</sup> October. All students are to be collected by a parent even if they live nearby. Please be contactable that afternoon by your child in the event of an early or late arrival.
3. Inform us if necessary of any changes to the medical information we have already received. Mrs Rowlingson is our qualified First Aider.
4. EHICs are required. As I write, nearly all have been received by me and are in safe storage in school with the passports and collective passport. Please bring the EHIC to me as a matter of urgency if you have not yet done so.
5. Students should have a good breakfast before leaving and bring a packed lunch for the journey. We are going by shuttle so there is not food available to buy on the crossing. We are scheduled to arrive at the Campus Sainte Thérèse around 6pm French time.

#### **What to take**

School uniform is not required. Students should take warm clothing, a waterproof jacket, suitable footwear for wet weather and a fair amount of walking, suitable nightwear, a towel, soap and a wash bag. Trainers and shorts may be useful: there are recreational areas at the centre so there may be opportunities for games – time and weather permitting. To access the Eiffel Tower we will need to queue so please be mindful that the weather may be cold and wet.

Students will only be allowed TWO bags; one is to be stored in the hold and a small 'hand luggage' bag to take onto the coach. Bags stored in the hold cannot be accessed until we arrive at the campus in Paris. Cameras and mobile phones may be brought, but remain the responsibility of the child. Any expensive items (iPod etc) should be left at home. Lost items are unlikely to be covered by insurance.

#### **Eating Arrangements**

If you have not informed me already, please pass to me in writing any special dietary requirements that your child may have. Please note that we cannot ensure that **preferences** are met. Students with any dietary allergies should consult a member of staff before consuming any items about which they are unsure. At the campus, it is expected that all students attend breakfast and dinner at the time specified and behave in a manner appropriate to that situation. It is a self-service canteen





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facility with a choice of food. The highest standards of behaviour are expected at meal times at the campus, all the more so as we may be sharing with other schools.

Lunch money or picnic lunches will be provided on each of the excursions.

## Safety

### 1. Travel

We will be travelling by coach and ferry. Seat belts **MUST** be worn at all times on the coach.

### 2. Campus

Students must remain in their rooms once told to do so at night. Behaviour around the campus must be of the highest standard, in particular no running or loud behaviour inside the buildings.

### 3. Staff Supervision

Many of the activities will be carried out in supervised groups. However, students will be given periods of free time to explore eg around Montmartre and to go around Parc Astérix. During such times, the whereabouts of a member of staff will always be known to students. Students will be required to be in groups of a minimum of three and will not go outside of the permitted area.

### 4. Visits

The Sacré Coeur in Montmartre is a church and silence will be required when visiting. Equally we will be expected to be extremely respectful when going round the Louvres and Versailles.

### 5. Inappropriate Purchases

The following items are either illegal or represent a risk to students. They are not to be brought on the trip or purchased at any point: knives, flick-knives, flick-combs, guns (replica or real), bangers, fireworks, matches, lighters, tobacco, alcohol and laser pens. Any such items discovered by teachers will be confiscated and not returned. Students may not buy any of these items as presents for adults either. This list is not exhaustive so if students are in any doubt about the appropriateness of any purchase, they should consult with a teacher first.

### 6. Behaviour

We want enjoyment to be a focus of this trip, but it's good fun in the right way. Students are required to interact politely with all other students, staff and members of the public. They must follow staff instructions without question, conform to the standards of behaviour set in school and follow all rules set out for the trip. Failure to do so may result in loss of any privileges on the trip and exclusion from further school trips.

### 7. Money

All currency for use in France must be changed into Euros before the trip, as access to facilities will be limited. Students may wish to buy souvenirs, presents, a drink etc and some lunch on the journey home. The amount is at parents' discretion. Please note that the excess on our insurance policy means that any money lost by students will not be recoverable.

## Learning

This is a study visit and will require that students complete a study booklet that has been set up to help prepare them for elements of their GCSE where relevant. A small number of students are not continuing with French to GCSE but will still be expected to complete work set and this will enhance their experience. The trip has a full itinerary comprising many of the main tourist sites in Paris and so classroom time will be limited. It is expected that after dinner each evening time will be allocated





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to explanation and completion of the tasks in the study booklet and free time will be dependent upon this being done properly.

### **Itinerary**

This was covered at the briefing. Please ask your child to collect a copy of the presentation notes if you have misplaced it.

### **Useful Contacts**

Mr Keeble: 01342 410140 (during school hours)  
07801 480762 SLT school mobile (outside school hours)

Mr Green: Trip leader. While abroad, in emergencies, I can be contacted on the school mobile:  
07801 480 764

Accommodation: Campus Sainte-Thérèse  
Avenue Erasme  
Rond point de l'Europe  
77330 Ozoir La Ferrière

00 33 164 43 10 24 – Emergencies only

Tour Operator: Equity (formerly STS): 01273 648248 – Emergencies only (daytime)

Finally, thank you for taking the time to read through all of this and sharing the key features with your child. No such letter is ever exhaustive so please contact me should you have any last minute queries.

May we wish your child a thoroughly enjoyable trip.

Yours sincerely

Mr I Green  
**Trip Leader**

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