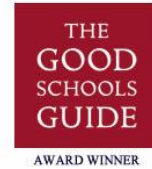




Headteacher: Mr J Grant
Sackville School, Lewes Road, East Grinstead,
West Sussex RH19 3TY
Tel: 01342 410140 Fax: 01342 315544
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June 2018

Dear Parent/Carer

Current Year 9 History Educational Visit to Berlin 28th February – 3rd March 2019

In line with our GCSE history studies we are planning a residential visit to Berlin, Germany. Students will visit various places of interest and historical importance. The visit aims to enhance the students' understanding of Weimar and Nazi Germany, as well as the impact of the Cold War on Berlin. Both of these elements are key topics in the GCSE history examinations.

The provisional itinerary is:

- Day 1** - Meet students at Gatwick for morning flight to Berlin and visit the Story of Berlin Museum.
- Day 2** - Visit Olympic Stadium
Visit the Bundestag Dome and then the Holocaust Memorial. Visit Babelplatz (Burning of the Books)
- Day 3** - Visit to the Sachsenhausen concentration camp and the Reichstag Parliament Building.
- Day 4** - Visit Checkpoint Charlie Museum, walk along a remaining section of the Berlin Wall to the Topography of Terror (former headquarters of the SS and the Gestapo)
Afternoon flight from Berlin to Gatwick

We will be staying at **A&O Hostel Berlin Hauptbahnhof**. The students will be staying in single sex shared rooms. Breakfast and evening meals will be provided at the accommodation. All students will need their own passport and a valid EHIC card which may be applied for on line at www.ehic.org.uk if they do not already have one. There is no charge for this card. Additional spending money will be required to buy lunch on each day and this will need to be in Euros.

You are invited to make a voluntary contribution of **£415** which will cover travel, half board accommodation and all entrance fees and excursions. I must, however, tell you that as the school could not bear the cost of the visit, the visit will not take place unless parents, who are able to, are willing to contribute. In the unlikely event that a student has to be removed from the visit due to poor behaviour, we reserve the right not to refund the **voluntary contribution** associated with this visit. Insurance for all school trips is arranged through West Sussex County Council. Full details of the policy can be found on our website at <https://sackville.w-sussex.sch.uk/parents/school-trip-insurance/>.

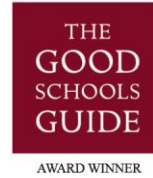
Peanuts or peanut related products are not allowed to be taken on any school visit.

In order to guarantee a place on the trip we need to receive **a non-refundable initial deposit of £200** by **Monday 18th June 2018** together with the attached reply slip. Please return this to the **finance office** in an envelope indicating it is for the **Year 10 (present year 9) Berlin trip in February/March 2019** and marked for **Mrs Baldwin's attention**.





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We would then ask for regular payments at the beginning of each calendar month beginning in September 2018 and ending in December 2018 (see attached payment schedule and details).

Payments should be made online.

Please do not hesitate to contact me at the school if you have any further queries about the trip. We reserve the right to withdraw the place if the behaviour of any student gives cause for concern.

Yours sincerely

Ms A Vance
History teacher

 Please print in block capitals

To: Mrs Baldwin, finance office

Current Year 9 History Educational Visit to Berlin 28th February – 3rd March 2019

Name of student **as it appears on their passport**

Form DOB.....

I give permission for my child to attend the history educational visit to Berlin in February/March 2019.

I have forwarded £200 via the online payment system for the initial deposit.

Parent/Carer (please sign)

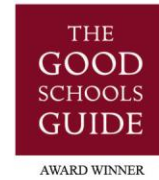
Parent/Carer (please print)

Date





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Payment schedule for Year 10 (current year 9) Berlin Trip 28th February – 3rd March 2019

It is very helpful if the following payment schedule is adhered to as we need to make regular payments to the tour company well in advance of departure.

Can we ask that you contact Mrs Baldwin directly in the finance office on rbaldwin@sackvilleschool.org.uk if you have queries regarding payments online or in the event of missed payments. We can of course be flexible when necessary.

DEPOSIT	£200	Monday 18 th June 2018
1	£ 65	Monday 10 th September 2018
2	£ 50	Monday 1 st October 2018
3	£ 50	Monday 5 th November 2018
4	£ 50	Monday 3 rd December 2018
Total	£415	

These payments can be made earlier or as one payment if you so wish.

