



# Brine Leas School

An Academy

Believe, Learn, Succeed

November 2016

Dear Parent or Guardian,

I am delighted that your child has a place on the Picardy Trip; due to unprecedented demand we are now taking two coaches. We are very excited for a fun-filled long weekend and have started to plan in more detail.

With this in mind, your child's deposit of £100 has now been sent to the travel company and is now non-refundable. This leaves a remaining balance of £185 per student, and we propose a payment plan as follows;

- A further £100 by the Christmas holidays, due date **Friday 16<sup>th</sup> December 2016** to allow for processing.
- The final £85 upon return in 2017, due date **Wednesday 4<sup>th</sup> January 2017**, as above.

Full payments of £185 by Christmas are welcomed. Payments are to be made by cheque addressed to Brine Leas School – Picardy Trip and put in the Student Dropbox on or before the due date. Cash payments are to be paid directly to the Finance Office, who will issue your child with a receipt in their planner. If you have already paid the full balance or your child is registered as Pupil Premium, please ignore the payment information.

As mentioned in the initial letter your child needs to have a valid passport and EHIC (European Health Insurance Card) at the time of travel. Please provide a photocopy of both by Christmas, i.e. **Friday 16<sup>th</sup> December 2016**, to Miss Griffiths via the Student Dropbox. If your child does not have a valid passport or EHIC at that time, or the passport is due to expire, copies of your application forms will suffice until you receive the documents.

To ensure a smooth departure on the day the students' original documents will be collected in before we set off on the trip, with a deadline of **Friday 10<sup>th</sup> March 2017**. They will then be kept in a safe on the school premises until we depart on Friday 17<sup>th</sup> March 2017, and will be held by BLS staff throughout the trip. Your child will then have their passport and EHIC returned to them on return. Please contact Miss Griffiths directly if this interferes with any other plans.

Headteacher:  
Mr Andrew Cliffe

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We have scheduled an Information Evening on **Thursday 19<sup>th</sup> January 2017** which will be held in the BL6 cafeteria area at approximately 6pm, where more specific information such as exact timings, a kit list, rules and FAQs will be shared.

There will be an opportunity to ask any questions and meet some of the staff attending the trip too.

In the meantime, please follow [@blspicardytrip](#) on Twitter for updates.

Yours faithfully

A handwritten signature in black ink, appearing to read 'L. Griffiths', written in a cursive style.

Miss L Griffiths  
Modern Language Department  
LGS/SJ/ACE