



Brine Leas School

An Academy

Believe, Learn, Succeed

October 2018

Re: German Exchange

Dear Parents/Guardians

We are now all really looking to going to Germany.

All flights have now been booked and I am pleased confirm the dates and flight times. The group will be leaving Brine Leas on **Tuesday 4th December 2018** to fly from Manchester Airport at 08:05. The coach company will advise as to the collection time. The group will then be landing back at Manchester Airport on **Tuesday 11th December** at 07:35. A coach will bring them back to Brine Leas, where you will be able to collect your child.

Thank you for your assistance with the DBS checks. Mrs Houghton, our Personnel manager will be in touch with you to go through the process.

With regard to payment, the total cost per student is **£350** and the remaining balance of **£250** may be paid in two instalments:

- £ 150.00 to be paid by **Monday 26th November 2018**
- £ 100.00 to be paid by **Monday 18th February 2019**

However, if you prefer to pay the outstanding balance in one payment, please feel free to do so.

Cheques should be made payable to Brine Leas School and returned with the payment slip in an envelope to the Drop Box outside Student Reception. Please mark your envelope German Exchange and write your child's name and Progress Group on the back of the cheque.

Cash payments can be accepted when a cheque is not possible. Students may take cash payments directly to the Finance Office and this will be receipted in the student's planner.

My contact at our partner school in Germany, the Max-Ernst-Gesamtschule, will be sending me their students' information very soon, and I am looking forward to sharing the exchange partner information with your child.

Just as a reminder: your child will require their **own passport** for the visit and an **EHIC** (European Health Insurance Card). If your child does not already have one of these free cards, details for application can be found at <https://www.ehic.org.uk/Internet/home.do>

Headteacher:
Mr Andrew Cliffe

Audlem Road, Nantwich
Cheshire CW5 7DY

Tel. 01270 625663

Fax. 01270 610373

Email. info@brineleas.co.uk

www.brineleas.co.uk



As always, if you have any questions, please do not hesitate to contact me on the school number or email (jenny.sykes@brineleas.co.uk)

Yours faithfully



Mrs J Sykes
MFL Teacher
JSS/SJ/AB/ACE

✂.....

Payment Slip - German Exchange 2018/2019 (2nd payment) to be paid by Monday 18th February 2019. Mrs J Sykes

Student's Name..... Progress Group.....

My payment option is:

- I have enclosed a cheque for £100 made payable to Brine Leas School.
Please post in to the Drop Box at Student Reception.
- I enclose a cash payment that my child will take to the Finance Office with their planner for a receipt to be provided.

Signed.....(Parent/Guardian) Date.....

✂.....

Payment Slip - German Exchange 2018/2019 (1st payment) to be paid by Monday 26th November 2018. Mrs J Sykes

Student's Name..... Progress Group.....

My payment option is:

- I have enclosed a cheque for £150 made payable to Brine Leas School.
Please post in to the Drop Box at Student Reception.
- I enclose a cash payment that my child will take to the Finance Office with their planner for a receipt to be provided.

Signed.....(Parent/Guardian) Date.....