



12th September 2018

Regarding; Normandy Visit

Dear Parent/Guardian,

As the time for our trip is fast approaching I would like to warmly invite you to a meeting where I will discuss the trip in full. I will be providing you with full details about the trip and this will give you the opportunity to ask any questions you may have. Naturally the students are all welcome, but if they are not able to come it is not essential. **If you have not already done so, could you please provide me with your child's actual EHIC? For those travelling on their own travel insurance can you also bring copies of it with you, unless you have already provided me with such a copy? If you paid for the £5.20 insurance on pay portal this does not include you.**

I will also be requiring the most up to date information regarding your child. This will include parental contact and medical information, swimming ability and dietary requirements. I will provide you with a simple form on the evening which can be completed and handed in to me directly. There will also be the opportunity for you to provide me with your child's preference for dormitory partners. We will endeavour to ensure that all students will share with at least one friend. If you could ask your child to discuss this with you prior to the meeting that would be helpful.

This meeting will take place on **Wednesday 19th September at 7pm** in the English lead lesson suite. If you are unable to attend, can you please contact me by email and I will forward you the relevant documents.

Could you please complete the slip below and tick if you are able to attend? This will need to be returned to me by Tuesday 18th September.

May I thank you in advance

Mr P Bourke

PBourke@worcs.tgacademy.org.uk

Name of Student _____

I am able to attend the information evening _____

I am not able to attend the information evening _____

