

Friday 30 June 2023
kac/pmt/frentrip1tr2024

Dear Parents,

Year 10 & 12 (current Yr. 9 & 11) French Exchange Trip to Alsace 2024

English Students to France – Saturday 13 to Friday 19 January 2024

French Visitors to England – Saturday 9 to Thursday 14 March 2024

We are pleased to be able to offer Year 10 & 12 (current Yr. 9 & 11) students the opportunity to take part in a 2024 French exchange trip to Alsace. Please note that Yr. 12 students who studied French in Yr. 11 are welcome to join the trip regardless of studying French A Level or not.

This is a unique opportunity to experience life in a French family first-hand, improve your French and potentially make friendships for life! Alsace is a historical region in north-eastern France on the Rhine River plain. Bordering Germany and Switzerland. Students will be staying with a French family in Alsace and attending the Du College Episcopal De Zillisheim with their French partner. The students will attend lessons and take part in cultural visits in the area.

The French students will visit England in March 2024, staying with their exchange partners, attending St John's, and visiting local attractions. The French and English exchange partners will also attend a join day trip to Oxford.

At this planning stage, it is anticipated that the cost of the trip will be £620.00 which includes

- Return air travel between London Heathrow & Basel BSL
- Coach transfers in England and France
- All excursions in France plus day trip to Oxford with exchange partners in England
- Breakfast and dinner provided by host families
- DBS certificate processing for all household residence over the age of sixteen
- Insurance

Not included in the trip cost

- Lunches and spending money

Although we hope to keep the cost to that advised, we might have to increase it should exchange rates and flight costs alter significantly. We will of course advise you of any change as soon as we become aware of them, and we would offer additional time to pay any increase. Further expenses will naturally be incurred in hosting your child's French partner.

The students will be travelling on their own Passports, and these must be valid for at least six months after the date of return. A valid European Health Insurance Card (EHIC) or UK Global Health Insurance Card (GHIC) will also be required. Information can be found at <https://www.gov.uk/global-health-insurance-card>

To book your son/daughters place on the trip, a **£75.00 deposit will be required on or before Thursday 13 July 2023**. Followed by the below payment instalments. *Trip deposits will be returned should there be insufficient interest in the trip or if your son/daughter is not allocated a place.*

Instalment one	Instalment two	Instalment three	Instalment four	Instalment five
£110.00	£110.00	£110.00	£110.00	£105.00
4 September 23	2 October 2023	6 November 2023	4 December 2023	2 January 2024

In case of financial hardship, support is available from the St John's Opportunity Fund for Yr.10 & 11 students and a letter to the Principal will be dealt with confidentially and sympathetically. OR for Yr. 12 students, Bursary Fund grants should be used towards the cost of this trip. To qualify for Bursary funding, attendance needs to be 95% or above and awards are dependent upon household income levels. If your son/daughter has not already applied, an application form can be obtained from the school. Proof of household income will need to be supplied to support the application.

It is imperative that the students who we take on the trip are responsible and can follow instructions. We cannot take students who have had any exclusions this academic year or a substantial amount of negative behaviour points.

Please be aware that in the case of an insurance claim being necessary, you will be asked to reimburse St John's for any insurance excess paid on your behalf at the time of treatment in resort. Claims for lost/stolen/damaged personal effects will be paid less any relevant excess.

Payment should be made online through ParentPay; you will not need to return the paper permission slip if you pay online. Payment can still be made by cheque with the completed permission slip at the end of this letter. For security purposes we request that you do not make payments in cash, the Academy cannot be held responsible for the non-receipt of cash payments from students. If you have mislaid your log in details, please contact Mrs Shirley Woodburn on 01672 519567 or by emailing

Please note that once places have been confirmed trip payments will be non-returnable unless the school cancels the trip. Should the student be withdrawn by parental request unless for a substantiated medical reason, this will be taken as reluctance to travel and therefore parents will be liable for all costs incurred. All such withdrawals should be discussed, in the first instance, with Mrs Pauline Marshall-Thomas via trips@stjohns.excalibur.org.uk or DD 01672 518896.

The organisation of all trips includes a comprehensive risk assessment. The Principal and Trip Organiser may choose to exclude from the trip any students whose behaviour or schoolwork is not satisfactory. *Any student withdrawn by St John's for these reasons will be at the expense of the parents. It is not possible to guarantee any refund of monies already committed by St John's and indeed expenses not already covered may be claimed from you.*

Please be aware that the medical information and contact details for your son/daughter that you have supplied for St John's records are printed and taken on the trip by the trip leader and their deputy in case an emergency arises. They are also supplied to the member of the Senior Leadership Team that is point of contact for the trip. The printouts are destroyed once the trip is over. By applying for a place on the trip, you are giving your consent for this information to be used for this purpose.

Permission and deposits should be received on or before end of day on **Thursday 13 July 2023**

Yours faithfully

Mrs Currell
Second in Department MFL

Please return slip and cheque payment to the Financial Mailbox in the Atrium opposite Student Services. These should be in an envelope marked for the attention of Mrs Pauline Marshall-Thomas and include the student's name, tutor group, trip/event name, trip date and trip organiser must also be detailed on it. Cheques should be made payable to 'St John's Marlborough.'

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Student:

Tutor Group:

1. I give permission for my son/daughter to be included in the above-proposed trip.
2. I enclose an initial deposit of £75.00 and confirm I will be making the full payment of £620.00 by the final payment date
3. **I am willing and able to host two French exchange students Y/N** (please delete as applicable)
4. I understand that there may be no refund due, should my child be withdrawn from the trip by St John's.
5. I accept that I will be liable for all costs incurred by St John's should I withdraw my child from the trip, should it not be possible to replace them with another student.
6. Please detail any recent medical information that the school may not be aware of.

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Signed:

Date:

IT WILL NOT BE NECESSARY TO RETURN THIS SLIP IF PAYING VIA PARENTPAY