



Saint Paul's Catholic High School

Key Stage 3 Trip to Lille – Second Payment

October 2017

Dear Parent/Carer,

I can confirm that your child has secured a place on the trip to the Lille Christmas Markets on **Friday 15th December 2017**. This letter is to remind you that the remaining balance of **£49** is due to be paid by **Wednesday 8th November** at the latest. This is a change from the initial date of Friday 8th November, to ensure prompt payment to the company. For those who have already paid the full amount of **£99**, this does not apply. Payments can once again be paid online via **Parent Pay** (link found on the school website). If you are unable to pay in this way, please contact the Finance Office.

Can I please remind you that each pupil will need to have their own passport which must be valid until at least July 2018. Passports can take up to two months to arrive so this must be organised promptly. All students will also need to ensure that they have a valid European Health Insurance Card. These are free of charge and usually take up to two weeks to arrive. You can apply at the following web address:

<http://www.nhs.uk/NHSEngland/Healthcareabroad/EHIC/Pages/about-the-ehic.aspx>

If your child still needs either of these, please apply for this as soon as possible as we cannot accept responsibility if students do not have valid passports. Moreover, passports and EHIC cards will be collected in by the school by **Friday 1st December** for safekeeping.

Please be advised that we still reserve the right to refuse students whose behaviour and attendance in school is not what we expect, and this will result in a loss of both payments.

I will send out another letter in due course with regards to itinerary, clothing/equipment list and emergency contact and medical information. In the meantime, if you have any queries, please do not hesitate to contact me.

Yours faithfully

Miss L Fowler
MFL Teacher

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Journeying together with Jesus Christ, we learn to love and love to learn.

