



**St. Edward's Church of England Academy**  
Westwood Road, Leek, ST13 8DN  
Telephone: 01538 714740  
Principal: Mr. T. Hutchinson  
<http://stedwards.academy>

January 2019

Dear Parent/Guardian,

**Year 7 Visit to France: 20th-24th May 2019**

Arrangements are progressing well for our visit to Normandy in May and we are busy learning about food and drink in class in preparation!

Thank you for all payments received to date and can I please remind you that the **next and final payment of £105** is due in by **Friday 22nd February at the very latest**, to meet the payment date of our travel company (NST). If you are unsure exactly how much you owe, please contact our Finance Office as soon as possible.

In due course, your child will also need some pocket money for the trip. You may order Euros from the Post Office, travel agents or any high street bank. We would advise a maximum of **£50 in Euros** as well as **£25 in Sterling** for the journeys.

We shall depart from the school bus park in the early hours of **Monday, 20th May, 2019** (late Sunday night) and return at approximately **02.00am on Saturday, 25th May, 2018** (exact times to be confirmed). Please note that these times will be late at night, and the day of our return is the day school breaks up for May half term, in case you are considering booking a holiday for the half term week. In the event of any delay on our return journey due to traffic problems, a text will be sent out to keep parents up to date.

All pupils need to have their own **passport** for the trip and if the UK leaves the EU without a deal on 29<sup>th</sup> March, there must be at least 6 months left on the passport from arrival date (see gov.uk website). Please fill in your child's passport details on the attached medical form. If you don't already have one, you need to get a passport application form from the Post Office and send it off in good time in order to receive it back before the visit.

All pupils travelling to France must bring in their own **European Health Insurance Card**. This wallet-sized card is free of charge and allows pupils to have the same rights to medical care as French citizens. If you do not already possess these cards for your family, you can apply online or you can fill in an application form, available at most Post Offices, and send it off as soon as possible. Pupils without a passport or EHIC card will not be able to travel.

Will complete and return the enclosed **bi-lingual medical form** by **Friday 8<sup>th</sup> February** to myself at school. This is essential if we are to look after your child as well as possible.

There will be a meeting for parents closer to the visit on **Tues 30<sup>th</sup> April at 7pm** in the school hall, where we will collect in passports and EHIC cards. All travel details and telephone contacts will be given at this meeting and you will have the opportunity to meet accompanying staff, to ask questions and to find out more about the way your child will spend his/her time away from home. In the meantime, if there are any problems or you have any queries, please contact me at school and I shall do my best to help.

Yours sincerely,

Janine Skelding

Faculty Leader for World Studies and French Trip Leader

