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Headteacher: Mrs J Callaway

Thursday, 08 December 2016

Dear Parents,

Thank you for returning your deposit and reply slip with respect to the ski trip in 2017. I am pleased to say that we now have sufficient numbers to make the trip viable.

There are currently 14 children from Avalon School and 23 children from Merchant Taylor's School in Crosby who will travel together. I can confirm that the price will be £915, the balance of £715 will be payable by **Friday, 24 February 2016**.

Trip Details

Resort:	Le Corbier, France
Hotel:	Le Mont Corbier
Departure Date:	Saturday 8 April 2017
Return date:	Saturday 15 April 2017
Flight:	From Manchester to Grenoble
Cost:	£915 (the balance of £715 will be payable by Friday, 24 February 2016 .)

We will be holding an information meeting for parents on **Thursday 19 January 2016** at 4pm in the school hall for all parents and children.

Information form

I have attached the information which will need to be completed and returned to me. The form is fairly straightforward but I would like to draw your attention to a few areas.

The **emergency contact number** is very important. It is usually best as a mobile number, but if you live in an area with limited mobile phone reception then you may need to consider a landline. This number should be available at all times during the trip. The **ski experience section** is also very important. Please be honest about your child's ski ability: 1 = beginner, 2 = 1 week exp, 3 = Intermediate (more than 1 or 2 holidays), 4 = Advanced (turning parallel, in control). With this information, we put the children in fairly equal groups, however the instructors will then reassess the children and move them accordingly if necessary. Following this, if any child is particularly unhappy with their group for any reason, then we have the option to move them to a more suitable group. We cannot obviously guarantee friendship groups as all children's levels are different.

Finally the **medical information and treatment** section is of crucial importance. Please list in as much detail as possible any medical conditions that you feel staff need to be aware of. We will need to know signs, symptoms and treatment of these conditions. If you need to use a separate sheet, please do so. If you are in any doubt about any aspect of this form, please see myself or Mr Ashton.

Passports

The children will be travelling on their own passports which will be retained for safekeeping by staff during the holiday. All children will need their own passport with at least six months to expiry date at the date of travel. If your child does not already hold a passport we would suggest you apply for one immediately. If you need to apply for a passport, the address is <http://www.ips.gov.uk/>

The children will also need an EHIC Card (the E111 replacement). This is a free European Health Insurance Card (EHIC), which is required should your child need medical or dental treatment abroad. This is a requirement of our insurance. Please remember to check your child's EHIC is still valid before we travel. If you need to apply for an EHIC card, the address is

<https://www.ehic.org.uk/Internet/home.do>

I should point out here that the validity of the EHIC card is correct at the time of writing this letter. As you know, following the UK's decision to leave the EU, all reciprocal arrangements such as this may be subject to review, although the timing of these are unlikely to affect our trip. I will let you know of any changes which are pertinent to our trip in respect of this.

I will require a photocopy (not the original documents) of your child's passport and the EHIC card, both of them copied on the same page please. It does not necessarily need to be in colour, but it would help. If you would like a colour photocopy, please bring your documents into the school office and they will be copied for you.

I will also need a single passport photo, paper-clipped to the top of their forms please for administration purposes. **Please note that these can be simply a small sized photograph printed from your home camera and computer as they are for our medical and information files that we take with us. They do not have to be specific dimensions.**

It is essential that these documents are handed in to school by Friday, February 24th.

Ski Equipment

All equipment is provided for the children by the hotel. Helmets (which MUST be worn) are available, free of charge from the hotel or children may bring their own. If you would like to purchase clothing, a good company to use, which I believe will deliver them to you is www.decathlon.co.uk. I have used this company a lot in the past and the prices are very reasonable. Other than that, any outdoor shop will be able to help you. If you want any advice about what to buy, please let me know and I will be happy to advise.

If you have any further questions, please do not hesitate to see me in school,

Regards

Mrs Brew
Party Leader