

JJW/Berlin18/LH
February 2018

Dear Parent/Carer

Berlin Trip: 1 - 4 November 2018

We would like to offer a trip to Berlin for all Year 10 History students. The trip will be a four-day, three-night tour of the historical places of interest in and around Berlin, offering an excellent opportunity for students to expand their understanding of Weimar and Nazi Germany and the forthcoming study of the Cold War.

The cost of the trip will be £550 (please see reverse for a list of what is included in the tour price). Please note that only 45 places are available and places will be allocated on a first come, first served basis. **At this stage, we would ask you pay the deposit of £150 via ParentPay, on or after Monday 19 February, from 9.00 am, to reserve a place.** If you have any difficulty accessing your ParentPay account, please contact the Finance Department on 01480 223336/37.

If we obtain sufficient numbers we will inform you and set out a payment schedule for the remainder of the balance. If we are unsuccessful, your deposit will be returned in full. **Deposits, once paid to the travel company, are non-refundable.** Students will need a valid Passport and European Health Card to travel.

We reserve the right to not take any pupil whose behaviour is considered in any way antisocial or unsafe. The Academy is required to undertake a risk assessment for all trips and visits. We cannot allow any student to take part in an activity unless any risk involved is assessed as being low. Deposits for those removed from the trip for bad behaviour cannot be refunded unless an additional student can be found to take their place

If your son/daughter is eligible for Pupil Premium funding, you may be able to access financial support for this purchase. Pupil Premium funding is available for students who have been eligible for free school meals in the last 6 years, are looked after or have parents in the armed forces. Further advice on eligibility for Pupil Premium funding is available on our website. If you are not eligible for Pupil Premium but are currently experiencing financial hardship, the Academy may be able to support you. If you wish to apply for Pupil Premium or discuss current financial hardship, please write to or email Mrs F Smith (fsmith@longsands.cambs.sch.uk). If you are applying for financial support, please pay a £5 deposit to reserve a place on the trip and then contact Mrs Smith immediately to discuss the remaining payment.

We hope that your son/daughter will be able to participate in this exciting opportunity.

Yours sincerely



Mr J Wayman
Head of History and Classics

Included in the tour price

- Flights: London Heathrow to Berlin-Tegel, Berlin-Tegel to London Heathrow (with British Airways)
- Accommodation, breakfast and two main meals included.
- Insurance
- All airport taxes
- Coach transfers to and from airports
- Service of a guide in Berlin
- All entrance fees for excursions and museums
- Travel, including all tubes needed around Berlin.

Terms and Conditions:

1. By paying a deposit of £99 to reserve a place on this trip, you are indicating acceptance of your obligation to pay the remaining balance once the trip is confirmed.
2. Deposits, once paid to our travel operator, are non-refundable unless another student can be found to fill the vacated place.
3. Payment of deposits indicates an acceptance of your obligation to pay the outstanding balances in amounts and by dates which will be set by the Academy, between February and July 2018.