



# St Augustine's Catholic College

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*HEAD TEACHER: J C Alsop MSc BA (HONS)*

JCA/ADS/ZGB  
26 February 2018

Dear Parent/Guardian

## **Sixth Form Trip to New York**

I am writing to inform you of an educational opportunity to visit the city of New York for 5 days/3 nights from 16<sup>th</sup>-20<sup>th</sup> February 2019 during half term. This is a cultural enrichment trip for Year 12 and Year 13 students with a cross-curricular focus.

The cost of the trip will be £1,150.00 and includes the following:

- Group insurance
- Accommodation on a bed and breakfast basis in the centre of Manhattan
- Porterage – one bag per person
- Checked in baggage
- UK airport meet and greet on both the outbound and inbound flights
- Meet and greet on arrival at New York airport
- Return flights from London Heathrow to New York, airport taxes and security charges
- Return coach transfer from New York airport to our accommodation
- UL airport transfers
- Visit to 9/11 memorial and museum
- Ascent of the Empire State Building
- Top of the Rock
- Statue cruise
- Visit to the Natural History Museum
- Visit to Museum of Modern Art
- Visit to Metropolitan Museum
- Visit to the UN Building
- Guided walking tour of central Manhattan

Not included:

- Drinks with meals
- Meals en-route
- ESTA processing fee (please see below for further details)
- Tips – 15-20%
- Cost of some evening activities
- Spending money

The trip is open to students in Years 12 and 13 in September 2018. We have included an option for parents to pay in monthly instalments.

**ESTA Requirements**

It is now a mandatory requirement when travelling to the USA to register for Electronic Travel Authority and receive travel authorisation via ESTA prior to travel. Passengers who have failed to apply for and receive travel authorisation may be denied boarding, experience delayed processing or be denied admission into the USA.

**How to apply**

There is an online application form available at <https://esta.cbp.dhs.gov>.  
 A fee of \$14 will be charged for each new application or for a renewed ESTA.  
 All Payments must be made by credit or debit card when applying for or renewing an ESTA.  
 The ESTA system accepts the following credit/debit cards: MasterCard, VISA, American Express and Discover. Your application will not be submitted for processing until all payment information is received.  
 You must apply for authorisation a minimum of 72 hours prior to travel.  
 Your ESTA will be valid for up to two years, or until your passport expires - whichever comes first.  
 It is also valid for multiple entries to the US. However, you must amend any necessary data, such as date of travel and your address whilst in the US. Please remember that issue of ESTA does not guarantee admissibility to the United States - it is only part of the travel approval process. All queries in relation to this requirement should be addressed via the US Embassy Consular department.

If you would like your son/daughter to attend, please return the permission slip below to Mrs Stephens in the Finance Office by Friday 16 March 2018 with a non-refundable deposit of £150.00. Places will be allocated on a first come first served basis.

A copy of your son's/daughter's medical form will be carried by the Trip Organiser on the day of the trip. May I take this opportunity to remind you to inform the College of any changes to your son's/daughter's medical information, including contact with infectious diseases within the seven days prior to departure, by completing a blank medical form which can be found on our website at [www.st-augustines.wilts.sch.uk](http://www.st-augustines.wilts.sch.uk) under 'Key Documents'.

If you have any queries about the visit, please do not hesitate to contact the Trip Organiser, Mr Sturdee.

Yours sincerely



**J C Alsop**  
Head Teacher

To: Finance Office

Trip organiser: Mr Sturdee

**Sixth Form Trip to New York – 16<sup>th</sup> – 20<sup>th</sup> February 2019**

I give permission for my son/daughter to attend the trip as detailed above. I understand the first £150.00 is non-refundable once my son/daughter has been confirmed on the trip.

- I have enclosed a cheque (made payable to St Augustine's Catholic College) for the full amount of £1,150.00  
 or  
 I have enclosed a cheque (made payable to St Augustine's Catholic College) for £150.00 and I will pay in monthly instalments of £125.00, from April to November inclusive, and make payment in full by 30<sup>th</sup> November 2018.

Name of student: ..... Form: .....

Signed: ..... Date: .....

Contact telephone number: .....

## New York February 2019

Name of Student	
Date of Birth	
Emergency contact number	
Dietary requirements	
Medical conditions that may affect the tour	
Medicine carried if relevant	
Passport number	
Passport expiry date	
Copy of passport attached (please tick)	

Please sign to acknowledge your understanding that it will be a parental responsibility to apply for the ESTA 72 hours prior to travel to the USA and that a copy of the ESTA must be given to Mr Sturdee. Failure to obtain an ESTA visa will disqualify your child from the trip with no eligibility to apply for a refund.

Signature of Parent/Guardian: .....