



St Augustine's Catholic College

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HEADMASTER: DAVID FORSTER MA(Oxon) MSc NPQH

Our ref: DF/SEH/ZGB
7 June 2019

Dear Parent/Guardian

Year 9 Battlefields Trip 2020

The History Department is organising its seventh annual trip to The Battlefields on the Western Front of the First World War. This opportunity will build on the Year 9 History curriculum and provide a useful experience for those going on to study GCSE History. The details are shown below:

Destination: The Battlefields of the Western Front
Date of trip: Friday, 3 April to Sunday, 5 April 2020
Cost: £320.00

Items Included

- Executive coaches as transport for the duration of the trip
- Return Channel crossings
- The professional services of 4 Anglia Guides
- 2 nights' bed and breakfast accommodation
- Accommodation at a hotel
- A packed lunch and evening meal on day 2
- A packed lunch on day 3
- Entry to museums and sites
- Insurance specifically designed for groups
- A tour booklet for all participants
- A poppy wreath for the group.

Items Not Included

- A packed lunch on day 1
- An evening meal on day 1
- An evening meal on day 3
- An evening meal on the return journey.

A presentation for parents, including a chance to ask questions, will be arranged no more than two weeks prior to departure.

PTO

The cost of the trip is £320.00. If you would like your son/daughter to take part in this event, please arrange for a deposit of £60.00 to be paid by Tuesday 25 June 2019, using our preferred payment method of ParentMail. Once your child's place has been confirmed on the trip, the deposit will become non-refundable. Four further instalments of £65.00 will then be due 24 July, 30 September, 4 November and the final instalment is due for payment by 2 December. Alternatively, payment can be made by cheque or cash and returned to the school together with the permission slip.

A copy of your son's/daughter's medical form will be carried by the Trip Organiser on 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 7 days prior to departure, by completing a blank medical form which can be found on our website at www.st-augustines.wilts.sch.uk under 'Key Information' then 'College Documents'.

Please be advised that St Augustine's Catholic College has an Information Sharing Agreement in place with the Tour Operator, Anglia Tours. In order for Anglia Tours to deliver contracted services to St Augustine's they are required to collect, retain and share various items of personal data or personal sensitive information of our students. By completing the permission slip below you will also be giving your consent for us to share personal and/or sensitive information with Anglia Tours. We will be providing them with the following information:

- Full name
- Gender
- Date of birth
- Place of birth
- Nationality
- Passport number, date of issue and expiry
- Medical and/or dietary information

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

Yours sincerely

A handwritten signature in black ink that reads "David Forster". The signature is written in a cursive, slightly slanted style.

David Forster
Headmaster

To: Reception

Trip Organiser: Mrs Hartsmith

Year 9 Battlefields Trip: Friday 3 April to Sunday 5 April 2020

I give permission for my son/daughter to attend the trip as detailed above and have paid by ParentMail/enclosed a payment of: (please delete as appropriate and make any cheques payable to St Augustine's Catholic College)

- £320.00 for the full amount
- or
- £60.00 deposit by Tuesday 25 June
 - £65.00 instalment by 24 July
 - £65.00 instalment by 30 September
 - £65.00 instalment by 4 November
 - £65.00 instalment by 20 December

In order for my son/daughter to go on the trip I agree to Anglia Tours being provided with personal/sensitive data.

Name of student: Form:

Signed: Date:

Contact telephone number:

Battlefields 3-5 April 2020	
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)	
Copy of EHIC card attached (please tick)	

St Augustine's Catholic College

Behaviour Policy for the Tour to the Ypres and the Somme: Friday 3 to Sunday 5 April 2020

The purpose of this contract is to ensure that students and staff have an enjoyable and rewarding visit. It is important that students are well behaved at all times and are good ambassadors for our school. As such, students are reminded that:

- They should be polite and well-mannered at all times
- They should listen carefully to instructions given to them by staff and carry them out without question
- On the coach and train they should behave in a sensible and mature manner that respects the safety and property of others, and use seat belts at all times. This is a legal requirement in France and Belgium
- Normal school rules apply at all times whilst on a residential or school visit
- Alcohol, cigarettes, drugs, knives or other weapons including any kind of gun (including, without limitation, toy, replica or actual), fire crackers, fireworks or other dangerous or illegal items are **NOT** to be brought on or purchased by students
- They should obey the rules of any residential centre, or those given by the members of staff in charge, particularly in relation to sleeping, eating and room allocations.

We would obviously not expect there to be any problems, but because staff will be “in loco parentis” during the trip, it is important that parents are fully aware of the actions which would be involved should these ever be necessary. These are briefly as follows: -

- Students will be reprimanded by staff and given a verbal warning about their future conduct
- Parents will be contacted and informed of persistent problems of discipline
- In extreme cases, students may be sent home, with parents being responsible for all the extra costs involved
- Students who fail to observe this contract may face both an exclusion on their return and a ban on being able to participate in future school visits / residential.

Of course, we start from the assumption that all students will be perfectly behaved and that the sanctions listed above will not be required. **However, the school would be grateful if you could read this document, discuss it with your son/daughter and sign in agreement below, keeping a copy for your own records and returning this copy to the school.**

I HAVE READ THE ABOVE BEHAVIOUR POLICY AND AGREE TO FOLLOW THE CODE OF CONDUCT OUTLINED ABOVE.

Parent's name: Parent's Signature:

Student's name: Student Signature: