

14th February 2017

IMPORTANT - PLEASE READ ALL OF THIS

Dear Parents/Carers,

CHÂTEAU DU BROUDEL 17-20 FEBRUARY, 2017

Here is a final reminder of details for the trip.

EMERGENCY CONTACTS:

Please find a list of important telephone numbers at the end of this letter, should you need to contact us in an emergency. Can I stress that these numbers should only be used if it is a dire emergency and the numbers should be destroyed at the end of the trip.

PASSPORTS:

Bring Wednesday 15<sup>th</sup> Feb to interview room 8.15 - 8.45 only


POCKET MONEY: Bring money already changed into Euros in sealed envelopes labelled with **name of pupil** and amount to the interview room at the same time as the passports

TRAVEL MONEY: If you wish put £5/£10 in a sealed labelled envelope separate from pocket money for us to look after for the return journey (tea on return journey on Monday 8th)  
Bring at the same time as passports and pocket money

IT IS VITAL THIS IS DONE AT THE CORRECT TIME. WE RESERVE THE RIGHT TO REFUSE TAKING PASSPORTS/MONEY AT OTHER TIMES AS WE NEED TO LOG EVERYTHING AND STORE THINGS SECURELY AND THIS CANNOT BE DONE IN LESSON TIME ETC. UNDER NO CIRCUMSTANCE SHOULD MONEY/PASSPORTS BE LEFT UNATTENDED ON DESKS - WE ACCEPT NO RESPONSIBILITY FOR THIS AND PUPILS WILL NOT BE PERMITTED TO TRAVEL WITHOUT THE CORRECT DOCUMENTATION)

MONEY ON DAY: Pupils will need some English cash and about 10 Euros or so, on their person, should we have the opportunity to buy something en route (healthy snacks only - we will not have time to get meals at the services)



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MEDICATION: Any prescribed medication and any preferred method of pain relief must be brought on the day of travel in the envelopes provided at the parents' meeting with the consent slip signed, and with clear indication of name, dosage, what it is for etc. This will be handed in on the coach for teachers to look after so please make sure it is in hand luggage not suitcase. Any travel sickness pills and inhalers should be kept by the pupils themselves for easy access in HAND LUGGAGE OR ON THEIR PERSON. DO NOT PACK IN LUGGAGE!! PUPILS MUST NOT GIVE TABLETS TO ANYONE ELSE

ATTENDANCE AT SCHOOL ON THE DAY PRIOR TO DEPARTURE IS COMPULSORY -  
Please do not keep your child off to pack, say goodbye to Granny, go shopping etc. Any genuine illness will need a doctor's note in order to get a refund.

### LUGGAGE

Make sure bags/suitcases are clearly labelled. Pupils are responsible for their own luggage and must be able to move/carry it when we get to the château.. **DO NOT PACK ANYTHING YOU NEED FOR THE JOURNEY IN YOUR SUITCASE.** By the way swimwear is not needed! PILLOWCASES NOT NEEDED

SLEEPING BAGS: Label inside of sleeping bag and if packing separate from suitcase as suggested at the meeting put it in a tied binbag but this MUST be labelled clearly with pupil name otherwise pandemonium will ensue at the other end if we have 50 or more unlabelled binbags!!!!

THERE WILL BE PARKING IN THE STAFF CARPARK ON THE MORNING OF DEPARTURE SO PLEASE DO NOT PARK AT ALL IN THE TURNING CIRCLE.

HAND LUGGAGE: pack as hand luggage toiletries for journey, bottled water, snack/cereal bar/fruit etc, healthy packed brunch(not to be consumed on the coach), writing materials, reading stuff, travel pills, inhalers, ipod etc, small travel pillow, blanket - if required. Hand luggage should be small enough to store on the upper shelves otherwise underfoot - leg room will be very limited if your bag is too big and it will therefore be a very uncomfortable journey.


CLOTHING: Only sensible clothing and footwear is allowed. (no football strips ) Layers would be ideal. Please ensure pupils **have a coat** for the journey.

GADGETS: NO RESPONSIBILITY ACCEPTED FOR THESE

BEHAVIOUR: As stated at the meeting only best behaviour is acceptable. Please could you discuss with your child before departure the necessity to follow instructions at once.

SEAT BELTS MUST BE WORN AT ALL TIMES IN THE COACH - this is a legal requirement and we are liable for prosecution if this is not followed. I cannot stress enough the importance of this. Pupils could be fined by the French police if the coach is stopped and any pupil is found not to be wearing their belt. It is the pupils' responsibility - they will be reminded about this but they must follow this rule at all times. Also no snacks, sweets, pop (apart from bottled water) allowed on the coach. **ABSOLUTELY NO GUM AND NO NUT**



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BASED SNACKS AT ALL PLEASE AS WE HAVE SEVERAL PUPILS WITH NUT ALLERGIES TRAVELLING WITH US SO THIS IS ESSENTIAL.

Please also discuss with your child the fact that a trip like this does demand a lot of give and take - with 50 pupils on the trip, I cannot suit everybody all the time and whilst I will endeavour to be fair, pupils might not be happy with some decisions that are made but they will need to deal with it in a mature manner. There are also bound to be occasions when people get on their nerves, they are feeling homesick or things don't seem to be going their way - they need to come and discuss it sensibly. It would be a pity for the trip to be spoilt by people falling out!!  
Phew!!! I think that is it - if there are still any outstanding queries please do get in touch and I will get back to you.

Yours truly,

Mrs . H .Karolewski

**IMPORTANT NUMBER FOR PARENTS**

**STAFF MOBILE MRS KAROLEWSKI:07935318543**

**MRS.POND (MAIN SCHOOL CONTACT):- (MOBILE)07843664318**

**ALL NUMBERS MUST BE DELETED AT END OF TRIP AS THEY ARE PRIVATE NUMBERS PLEASE**



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