

1st March 2019

Dear Parent/Carer

Geography trip to Italy 2020

I am pleased to inform you that the Italy trip is able to go ahead as planned and that your son/daughter has secured a place.

Could you please send your son/daughter to school with their passport, or a copy of their passport, so that we can send the relevant details to the tour company. We would like these handed to myself (Ms Hill in D1) by **15th March**; they will be given their passport back the same day.

In addition, could you please also fill in the reply slip (below) to inform us of any medical conditions/allergies or dietary needs that your son/daughter may have. This can be given in at the same time as the passport.

I have included a reminder of the payment schedule below:

1st Deposit	27th Feb	£150.00 - PAID
2nd	30th March	£100.00
3rd	30th April	£ 80.00

Then; 31st May, 30th June, 30th Sept, 31st Oct, 30th Nov, 31st Dec and 31st Jan - £60.00.

Nearer the time an information evening will be held about the trip, but if you have any questions before then, please do not hesitate to contact me: ehill@elycollege.co.uk

Yours faithfully



Ms E Hill
Subject Leader – Geography



To: Ms E Hill – Italy trip 2020 (Medical/Dietary info)

Name of student: Form.....

My son/daughter does/does not (please delete as necessary) have any medical conditions or allergies.

Medical conditions/allergies include

My son/daughter does/does not (please delete as necessary) have additional dietary needs e.g. vegan

Dietary needs include

Emergency contact details:

Signed (Parent/Carer) Date

Print name