

7<sup>th</sup> January 2019

Dear Parent/Carer,

**Re: Third Reich History Study Tour ~ 12<sup>th</sup> – 21<sup>st</sup> February 2019**

You are invited to attend an information evening about the above trip on **Wednesday 16<sup>th</sup> January, between 6.00pm to 7.00pm**. This will give you the opportunity to meet the staff involved in the visit and to ask any questions or to raise any concerns that you may have. The meeting will be held in the Main Hall. You will be receiving an information booklet informing you of the times of departure and emergency contact numbers at the information evening. If you cannot attend, then I will ensure that a copy is sent home.

Please can you also bring your son/daughter's **passport** and **EHIC card** to the meeting? This is so that photocopies can be made to take on the trip. You will have the passport returned at the end of the meeting. I will keep the EHIC cards until we return from the trip. I have also attached a medical questionnaire to this letter. Please can you complete it and return to me either before or at the meeting.

To give us an indication of numbers, I would be very grateful if you could return the reply slip below.

We look forward to seeing you. If you have any immediate concerns in the meantime, please do not hesitate to contact me.

Yours faithfully,

**Mr P. Barrett**  
**Assistant Headteacher**

RECTRIPS1819

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**Reply slip re: Third Reich History Study Tour ~ 12<sup>th</sup> – 21<sup>st</sup> February 2019 ( Please return to Mr Barrett)**

**Student's name:** ..... **Tutor group:** .....

I will/ will not be attending the information meeting on **Wednesday 16<sup>th</sup> January 2019**. Please indicate the number of people who will be attending. Number: .....

**Signature:** ..... **Date:** .....  
**Parent/Carer**