



14th June 2018

Dear Parent/Carer,

I am writing to inform you that there will be a parents' meeting for all students going on the France trip on **Tuesday 26th June at 5.00 pm** in school. This will be a brief meeting which will provide details about the trip (times, itinerary etc) and will also provide the opportunity to ask any questions you may have. Information booklets will also be distributed at this meeting. If you are attending, please indicate on the slip below and return to school by **Friday 22nd June**.

In addition to this, I ask that you return this one final slip with regard to the supervision of pupils on the trip. There may be times during the trip when pupils may not be under the direct supervision of a member of staff. While this will be kept to a minimum, this is, for example, the case on the ferry where students may buy refreshments or use the restrooms in small groups. Students who wish to stay with staff may do so and they will know where they can find members of staff at all times. They will have a staff mobile phone number and they will be given instructions about staying in groups and that they **MUST NOT** walk around by themselves or engage with members of the public.

If you have any further questions, please do not hesitate to contact me in school.

Yours sincerely,

Miss L Morgan

Modern Languages Faculty – Trip leader

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

I understand that my child may not always be under the direct supervision of a member of staff.

Signed: Relation to child:

I will / will not be attending the parents meeting on **Tuesday 26th June**.