

# Sponne School

*A Music & Science Academy*



*Inspiring*  
Achievement

21 December 2023

Dear Parent/Carer

## **Current Yr 9 GCSE students (and A level) Berlin visit 17<sup>th</sup> – 20<sup>th</sup> December 2024**

We will be taking a group of Year 9 students on a German residential visit in December of next year, when they are in Yr 10. We will be flying to Berlin and will be staying in a Youth Hostel in the town.

The aim of the visit is to give your child the opportunity of staying in Germany with the chance to experience the culture and language of a German speaking country

The likely total price for the visit is **£530.00** but at this point we cannot give a definitive figure – this will be confirmed when the number of attendees is confirmed and the flights are booked. The price could increase or decrease but should not differ greatly. The visit will first be offered to the four Yr 12 German A level students. It will then be open to those Yr 9 German GCSE students who did not go on the Yr 8 residential visit to the Rhineland. Finally, it will be opened to all other remaining Yr 9 German GCSE students. If the visit is oversubscribed, places will be allocated at random.

We will be staying for 3 nights in a Youth Hostel in Berlin and whilst in Germany we will undertake a number of activities and visits, all of which are included in the above price. The price will also include half-board so your child will only need to pay for snacks during the day. Whilst in Germany your child will have some unsupervised time to go shopping in shopping centres/areas.

Your child will need his or her **own passport** as well as a valid GHIC card (European Health Insurance Card).

If you wish to reserve a place for your child, can you please note the points below:

- We require a **deposit of £150.00 by end January 2024**
- Seats will be booked in your child's name as soon as flights become available. The cost of changing names is prohibitive; therefore if your child were to drop out after the flights have been booked, the flight cost would be lost.
- If the numbers are insufficient for the visit to run, deposits will be returned immediately

We kindly request that by securing a place on this trip, parents/carers are in agreement to follow the Payment Plan detailed below. It is important that the Plan is adhered to as it enables School to be able to fulfil an arranged commitment with the tour operator to pay invoices in instalments. It is also designed to spread the cost for parents before the final date so that a large sum does not become due in one instalment.

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Payment Plan:

| <b>Instalment</b>          | <b>Amount</b>         | <b>Due date</b>      |
|----------------------------|-----------------------|----------------------|
| Deposit                    | £150                  | By end January 2024  |
| 1 <sup>st</sup> instalment | £76                   | By end February 2024 |
| 2 <sup>nd</sup> instalment | £76                   | By end March 2024    |
| 3 <sup>rd</sup> instalment | £76                   | By end April 2024    |
| 4 <sup>th</sup> instalment | £76                   | By end May 2024      |
| Final instalment           | £76 – to be confirmed | By end June 2024     |
| <b>Total</b>               | <b>£530</b>           |                      |

Please be advised that should a place be booked for your son/daughter and they later withdraw, we always endeavour to find a replacement student for the place. However if this is not possible, the tour operators terms and conditions state they will retain a minimum of the first deposit amount and up to 100% of the trip price depending on the date of withdrawal.

Should concerns be raised by school staff regarding behaviour or attendance issues of students, the school reserves the right to withdraw places on the trip at any time. Should this become necessary no refunds of monies paid will be forthcoming other than as per the tour operator's terms and conditions above.

The trip is now open and active on TSCO Scopay for all eligible students. If you wish your son / daughter to go on this trip, click on the name of the trip, enter the payment amount, add to basket and proceed to payment. Please note that making payment is also taken as granting consent to attend.

As this is a curriculum related activity connected to their course, any student that is eligible for free school meals **may** also be eligible for financial assistance with this trip and should contact Ana Lopes, Parent Support Advisor, at [alopes@sponne.org.uk](mailto:alopes@sponne.org.uk) for further information.

All payments should be made via TSCO Scopay. If you require any assistance, please contact the Trip Administrator [trips@sponne.org.uk](mailto:trips@sponne.org.uk) or on 01327 350284.

This letter is now on the School Website, School Life, Parents, Letters Home, Year 9.

I hope I have covered the main details but if you have any questions or concerns please do not hesitate to contact me at [jgercs@sponne.org.uk](mailto:jgercs@sponne.org.uk).

Yours sincerely

John Gerics  
MFL Learning Leader