

April 2016

Dear Parent / Guardian

RE: SORRENTO YEAR 9 TRIP 6 - 10 JUNE 2016

I am writing to inform you about the Parent Meeting for the forthcoming trip to Sorrento. The meeting will be held on **Wednesday 11th May**, and will commence at 5.30pm in the Main School Hall. Both parents and students are invited.

Would you please ensure that you have your son / daughter's passport and EHIC card with you when you come to the meeting. If your son / daughter requires their passport for half term then just let us know at the meeting, they will just have to bring their passport on the departure day.

It is essential that each student has their own valid passport for this trip. You will also need to have a European Health Insurance Card (EHIC). The quickest and easiest way to get an EHIC is to apply online at <u>www.dh.gov.uk</u>/travellers. **It is also essential that you check the expiry date on both the passport and the EHIC card.**

Yours faithfully

Mrs K Sewell Trips Administrator

Headteacher: Mr J Wood

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