

December 2022

Dear Parent / Carer

**YEAR 12 & 13 TRIP TO COLOGNE LANGUAGE SCHOOL – Sunday 26 February to Friday 3 March 2023**

I am writing to request the next payment of £250.00 for your child's trip to Cologne which is due on **3 January 2023**. Payment should be made via your St Aidan's ParentPay account. Thank you if you have already made the payment or have alternative arrangements with school.

The remaining balance will be due on Wednesday 1 February 2023, and I will write again advising the final price, the date of the parents' meeting and all the information you require for the trip.

Thank you for emailing a copy of your child's passport – if you have not done this yet, please forward me a copy asap.

May I also remind you again to check your child has an in-date EHIC/GHIC card and if not, please apply for one as soon as possible. I will be collecting these in early February 2023. Students will also be covered by our school travel insurance.

If you have any queries regarding the trip, please do not hesitate to contact me [t.mcdonald@staidans.co.uk](mailto:t.mcdonald@staidans.co.uk)

Regards



Tracey McDonald  
Trips Administrator