

Principal: Richard Spencer



30th January 2019

Downham Road, Ely, Cambridgeshire, CB6 2SH

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Dear Parent/Carer

Battlefields Trip – November 2019

Students who study GCSE History sit an examination unit on 'Medical Treatments on the Western Front'. I am proposing to take a group of students to the Battlefields of Northern France and Belgium to enhance their knowledge and understanding of this topic. This is a trip that has been run every year since 2003, from which the students gain a huge amount of value.

The two-day guided tour of the Battlefields will begin on the morning of Friday 22nd November. We will travel by coach and the Tunnel to France and visit a French cemetery and reconstructed trenches before heading to Ypres for visits including Lijssenthoek Military Cemetery, Langemark and Essex Farm. We will attend the Last Post at Menin Gate before spending the night in Ypres. On the Somme the following day, visits will include Lochnagar Crater, Thiepval Memorial to the Missing, Somme Museum in Albert and Newfoundland Memorial Park. It will be a packed programme on both days. We will return to college on the evening of Saturday 23rd November.

Included in the cost of this trip is the transport, accommodation, entrance to museums and sites, insurance and meals. The first included meal will be an evening meal on Thursday and the last meal will be an evening meal on the ferry on our return journey on the Saturday. The cost of the trip will be £234.

In order for this visit to take place, we ask you to make a total contribution of the full cost of £234. Although such contribution is voluntary, in reality we have no alternative source of funding. If sufficient contributions are not received to make the visits financially viable they will be cancelled and all contributions will be refunded. In cases of financial hardship, any requests for the contribution to be waived will be treated sympathetically; please contact the Principal in writing. If you qualify for Pupil Premium Grant support, are still in receipt of free school meals and would like to apply to access some of this funding towards this trip, then please tick the relevant box on the reply slip. This will be evaluated on a case by case basis. As these are educational visits and are taking place in school hours, we are not permitted by law (Education Act 1996) to exclude from such a visit a student of parents choosing not to contribute to the cost.

If you would like your child to be considered for a place on this trip, you need to complete and return the permission slip to the Finance Office with a non-refundable deposit of £78 by Friday 15th February. We would prefer this to be paid online as not only is it the most secure method of payment, it also saves on the cost of administration. Students will be informed in college that their place has been secured. A second payment of £78 will be due by Friday 17th May. This is also non-refundable. The balance of £78 will be due by Friday 5th July. Please make a note of payment deadlines to aid with the planning of the trip. Your child will need his or her own passport to travel. In the past students have also had to have a European Health Insurance Card (EHIC).

If you would like to speak with me, please contact me at the college by email: rmustill@elycollege.co.uk There will be a parents' meeting in the Autumn Term 2019 that will finalise plans. You will be notified of the date in due course.

Yours faithfully

A handwritten signature in black ink that reads 'R Mustill'.

Mrs Rachael Mustill
Trip Leader



To: Finance Office – Battlefields November 2019 – Mrs Mustill

Student's Name..... Form Gender

- I give permission for my child to take part in the Battlefields trip
- I have paid £78 online (preferred method of payment)
- I enclose a cheque for £78 made payable to Ely College
- I understand that this deposit is non-refundable
- My child is eligible for PP grant support and is still in receipt of free school meals and would like to apply to access some of this funding towards this trip
- I give permission for photographs of my child to be used in college publicity (including the website)

Signed (Parent/Carer) _____ Date _____

Please complete the following:

| | |
|---|--------------------------------|
| Surname (as on passport) | |
| First name (as on passport) | |
| Date of birth | |
| Nationality | |
| Age on date of travel | |
| Address | |
| Contact telephone number(s) | |
| Special diet (eg vegetarian) | |
| Allergies | |
| Medical condition(s) Please detail | |
| Any other information that you feel we should be aware of | |
| I give my permission for to my son/daughter to take part in the educational activities in Northern France and Belgium in accordance with the arrangements that have been outlined. In the event of the above named student needing urgent medical attention, I consent to one of the Trip Leaders acting on my behalf to give permission for urgent medical treatment, including anaesthetic if required. | Please sign in this box |