



# Haygrove School

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[www.haygroveschool.co.uk](http://www.haygroveschool.co.uk)

Executive Headteacher/CEO – Mrs K Canham, BA (Hons), MA  
Headteacher – Mr A Reid, BSc (Hons), MA



11 September 2019

Dear Parent

## Caen and Mont–Saint-Michel France – Wednesday 1 – Friday 3 April 2020

I am delighted to announce that Haygrove School is planning a trip to Caen and Mont-Saint-Michel in France which will take place 1 – 3 April 2020. The cost of the trip will be £340 based on 30 students. The trip includes hotel accommodation, breakfasts, lunches and evening meals, return ferry crossing, coach transfers to and from the ferry port and coach travel as necessary for visits, entrance fees and insurance. Students will have the incredible opportunity to visit Mont-Saint-Michel, a caramel factory, Bayeux tapestry, and visit Arromanches 360 cinema followed by a visit to the beaches.

All year 8 and year 9 students may sign up for the trip, but in the event of over-subscription priority will be given to those studying French, and a draw of names will be made for the remaining places. Students will require a packed lunch for the outward journey, their own valid passport, and a European Health Insurance Card. Haygrove Staff will accompany the group.

If you wish your child to participate in the visit to France please return the consent form below with a **non-refundable £60.00 deposit by Monday 30 September 2019.** (This will be returned if the required quota is not achieved). All places on this visit are subject to good attendance and behaviour and the head of year has the right to withdraw a student from a visit if these criteria are not met.

**PLEASE NOTE:** Should a student cancel after 30 September 2019 you will be liable for the full cost of the trip unless a replacement is found.

Yours faithfully

Mrs M Jones  
Head of MFL - Languages

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## Haygrove School: Caen and Mont–Saint-Michel France – Wednesday 1 – Friday 3 April 2020

Please return with payment to the **Finance Office** during morning registration by Monday 30 September 2019.

Child's Name \_\_\_\_\_ Tutor Group \_\_\_\_\_ Date of Birth \_\_\_\_\_

Home Address \_\_\_\_\_

Emergency Telephone Number for the day of trip: \_\_\_\_\_

Any Medical Information : \_\_\_\_\_

I wish my son/daughter to be allowed to take part in the above mentioned activity/visit and, having read the information sheet, agree to his/her taking part in any or all of the activities described. I understand that, while the establishment staff in charge of the party will take all reasonable care of the young people, they cannot necessarily be held responsible for any loss or damage suffered by my son/daughter during the activity/visit. All activities/visits are covered by public liability insurance and trips outside the County are covered by comprehensive travel insurance. Details of cover are available from the establishment on request. I have read, understood and agree to the Declaration and Explanatory Notes on the reverse of the attached letter. I am happy for named photos of my child to be released to the Press, Haygrove Newsletter and Website.

**I enclose cash £60.00 (exact amount).** **PLEASE NOTE:** Should a student cancel after 30 September 2019 you will be liable for the full cost of the trip unless a replacement is found.

Please make cheque payable to 'Haygrove School' and write your child's name, tutor group and France on the reverse.

Signed \_\_\_\_\_ Parent/Guardian Date \_\_\_\_\_

Please print name \_\_\_\_\_ (Mr/Mrs/Ms/Miss)



### EXPLANATORY NOTES - This form serves several important functions.

1. It confirms your knowledge of and your agreement to your child's participation in the planned visit.
2. It advises you that the Haygrove School Academy Trust will NOT necessarily be legally liable for every type of loss suffered by a child whilst on a visit.
3. It contains information about your child together with your consent to medical treatment if required.
4. It gives the supervising staff immediate information on how to contact you in an emergency.
5. If this form is not returned your child will NOT be able to participate in the visit.
6. If you wish to discuss the contents, please contact our Educational Visit Coordinator, Mrs C Morgan at Haygrove School.
7. Data Protection. Haygrove School Academy Trust, as the data controller, will fulfil its data protection obligations by treating all personal data, held manually and on computerised administrative systems, with due care and confidentiality. Personal data will only be disclosed in accordance with the Data Protection Act 1998, and the purposes registered by Haygrove School Academy Trust. Data collected is used for registration and monitoring purposes, and emergency contact information.

### Declaration

Having read the information sheet, I agree to my child taking part.

I understand that all reasonable care will be taken of my child during the visit/activity and that he/she will be under an obligation to obey all directions and instructions given and observe all rules and regulations governing the visit/activity.

I understand that if my child seriously misbehaves or is a cause of danger to him/herself or to others, then he/she may be sent home early from the visit/activity. In such a situation, there will be no obligation on the school/establishment to refund any money.

I agree to my son/daughter receiving medication as I have instructed in this form and any emergency dental, medical or surgical treatment, including anaesthetic or blood transfusion, as considered necessary by the medical authorities present. I understand the extent and limitations of the insurance cover provided.

### Eligibility for Free School Meals

Parents/carers who receive any of the following are entitled to free school meals:

- Income Support (IS)
- Employment Support Allowance (Income Related)
- Income-based Job Seekers Allowance (IBJSA)
- Guaranteed Element of State Pension Credit.
- Support under Part VI of the Immigration and Asylum Act 1999
- **Child Tax Credit without Working Tax Credit with an annual taxable income (as assessed by HMR&C) of less than £16,190**

If you have recently become unemployed but are still receiving working Tax credits, you may be entitled to free school meals. please call Somerset County Council on 0845 345 9122 for advice. A full leaflet and application form are available from Somerset County Council: [www.somerset.gov.uk](http://www.somerset.gov.uk) and search on "claim free school meals"