



8 November 2019

Dear Parents/Carers

Year 9 History Trip to Berlin - Thursday 9 – Saturday 11 July 2020

As part of the GCSE History course, students will study Nazi Germany and to compliment this unit of the course, we are pleased to offer a trip to Berlin, Germany. As part of this excursion students will have the opportunity to undertake a Third Reich Tour which focuses on Hitler's consolidation of power. Students will also visit other sites including the former Gestapo Headquarters and a factory which provided work and sanctuary for Jews.

The trip is open to all students in Year 9 who study GCSE History and wish to develop their understanding of Nazi Germany.

The total cost of this trip is **£475**, which includes the students' coach transfers, return flights from Heathrow to Berlin, accommodation and entries to all sites we will be visiting. Food is provided on a half board basis, which includes breakfast and evening dinner. We will depart school on the Thursday morning and return to school late on the Saturday evening.

There are **40 places available** on this trip and they will be allocated on a first come first served basis (**on payment of deposit via sQuid**), with class behaviour taken into consideration. If you would like your child to go on this trip, there is a **non-refundable deposit of £125**, to be paid using our on-line e-payment system, with your existing sQuid account. You will be able to do this **from 6pm on Sunday 24 November 2019** (closing date: Tuesday 26 November at 11pm). For your information, the remaining payment dates are listed below. Please note that all payments can be made at any time but each one **must** be paid by the date stated:

Payment Required	To Be Paid By
£125 deposit (<i>non-refundable</i>)	At time of booking
£100	30 January 2020
£125	30 March 2020
£125	30 April 2020

Please note that due to the nature of this trip, we are unable to refund the cost of the trip, if your child is unable to go.

Should you be unable to secure a place for your child and would like to be added to the reserve list, please email enquiries@coxgreen.com, for the attention of the Trip Administrator, requesting this.

Your child must hold a valid passport and EHIC (European Health Insurance Card) to be able to attend this trip and we have been advised by our travel company of the follow with regards to passports Post-Brexit:

Important Post-Brexit Passport Information

*The rules for travel to most countries in Europe will change if the UK leaves the European Union (EU) with a no deal in March 2019. Therefore, **all British passport holders must have at least six months remaining on their passport from your date of arrival**, otherwise they may be refused entry. This applies to adult and child passports.*

If you would like any further information about this particular trip or have any questions, please do not hesitate to contact either myself or Mrs Feetham, Trip Administrator, via the main office on 01628 629415, or by email on enquiries@coxgreen.com .

Yours sincerely



Mrs R Gibbons
Teacher of History & Head of Year 10

Please note:

- *Places on all trips are subject to the school Behaviour Policy. Any student who receives an internal or fixed term external exclusion will have their place withdrawn from the trip and no refund will be made unless the place can be re-sold. In addition, if the school assesses that the attendance on a trip is a Health and Safety risk to the student or to others, a place will not be allocated to that student or a place will be withdrawn and there will be no refund made unless the place can be re-sold.*
- *Should your child be unable to attend a trip due to medical reasons, we will require a Medical Certificate to apply for an insurance claim.*
- *If the trip is cancelled due to uncontrollable circumstances i.e. weather, Foreign/Home Office guidance, the refunding of costs will be subject to insurance cover.*
- *If your child is, or has ever been in receipt of free school meals, then you may be eligible for assistance with the costs of this trip, from the school's Pupil Premium funding. To make a request for assistance please contact the Finance Office via email: finance@coxgreen.com or in writing to the school; including your child's name and form, stating that they are, or have been in receipt of free school meals. The Pupil Premium funding is to be used for educational purposes only.*
- *Please note that Pupil Premium support for this trip is limited to 10% of the total cost of the trip and all requests should be made by 12 noon on Wednesday 20 November 2019.*
- *This trip is run via travel company: Diverse School Travel.
To enable your child to attend the trip, we will be sharing your child's personal data with the travel company and any partners of the travel company that are required for the running of the contract (e.g. airlines, hotels, etc.).*
- *Payments are to be made by the dates specified. Late or non-payment may result in your child's place being withdrawn from the trip. If you choose to withdraw your child for reasons not stated above, any costs attributed to date, must still be made.*
- *Should the school need to contact you in an emergency, we will use contact details supplied on your most recent OA4 Form (off-site activity form). If there are any changes to the details on this form, including any medical or dietary requirements, it is the parent/carer responsibility to inform the school.*
- *This is an optional trip and is not essential to the curriculum or completion of the syllabus being studied.*