



26th September 2016

YEAR 8 – YPRES RESIDENTIAL

Dear Parent/Carer

A trip has been arranged for Year 8 to go on a 3 day residential to Ypres, Belgium. The dates of the residential are 12th July to 14th July 2017. If you were unable to attend the information evening here is the key information.

- Venue: Hotel Poppies2, Ypres
- Activities: Day 1 Flanders Field Museum, Menin Gate ceremony.
Day 2 All day excursion to Walabi theme park.
Day 3 Visit battlefields in and around Ypres.
- Cost includes return coach travel to Belgium, medical and insurance cover

The cost of the trip will be £260.00, with an initial non-refundable deposit of £60.00 followed by four payments of £50.00, see payment breakdown below:

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|-------------------------------|--|
| • Deposit £60 | Payable by Friday 7 th October 16 |
| • 1 st payment £50 | Payable by Tuesday 8 th November 16 |
| • 2 nd Payment £50 | Payable by Thursday 6 th December 16 |
| • 3 rd Payment £50 | Payable by Monday 9 th January 17 |
| • Final Payment £50 | Payable by Wednesday 8 th February 17 |

All payments should be made via Wisepay by the dates shown above. **Please refer to the terms and conditions on the back of this letter regarding payments.** All payments must be made by the dates shown above.

Yours sincerely

Mrs Angela Reynolds
Principal

CORBY TECHNICAL SCHOOL - YPRES RESIDENTIAL – Year 8

STUDENT’S NAME:

- I will pay the £60 deposit to secure the place through WISEPAY.
- I have read and agree to the terms and conditions as attached

I understand that this place will not be secure until deposit, payment and consent form have been received by the Finance Office at Corby Technical School

Parent/Carer Signature: Name: (Please print)

RETURN TO: School reception.

General

Any student leaving Corby Technical School prior to the trip will not be permitted to travel and will forfeit all monies paid.

Non-refundable deposits

All deposits are non-refundable.

Non-refundable payments

Should a student withdraw from the trip or be unable to travel, you will be liable for monies paid to the Travel Company by Corby Technical School in accordance with the detailed payment schedule, unless covered by the insurance or there are students on the waiting list for the trip who are able to take the place. Deposits, in this case, are still non-refundable as Corby Technical School has to pay the administration charges for name changes to the Travel Company.

Passport

All students travelling will require their own passport which must be valid **for at least 6 months after the date of travel**. A group passport will be available (for qualifying students) should you wish to use this instead. Please contact the school for further information.

European Health Insurance Card (EHIC)

This trip requires students to have an EHIC, available free from any main Post Office, online or by phone.

Health form and emergency contact details

It is a pre-requisite for every trip that students provide a completed and signed form containing details of any existing medical conditions plus details of any medication they are currently taking. Twenty-four hour emergency contact details for students must be provided to us prior to the trip.

Conduct

The Principal reserves the right to remove any student from any trip in the event of a serious behavioural incident occurring prior to the date of travel. Any refund will be at the discretion of the Principal.

Insurance

Health and travel insurance is included in the price of the trip. Full details can be made available on request.

Force Majeure

Corby Technical School cannot accept liability, make any refunds or pay any compensation where circumstances amounting to 'force majeure' prevent travel. Circumstances amounting to 'force majeure' include any event which the tour company or Corby Technical School could not, even with all due care, foresee or forestall such as (by way of example not by way of limitation) war, threat of war, riot, civil unrest, industrial dispute, terrorist activity, natural or nuclear disaster, fire, acts of God, adverse weather conditions, and all similar events. The final decision concerning the safety and viability of any trip rests with the Principal, who will, where possible consult with parents beforehand.

Payment schedule

Any default in payment, unless previously agreed with the Finance Office, will result in the place being withdrawn. You will be liable for monies paid to the Travel Company by Corby Technical School in accordance with the detailed payment schedule, unless there are students on the waiting list for the trip who are able to take the place. Deposits, in this case, are still non-refundable as Corby Technical School has to pay the administration charges for name changes to the Travel Company.

No outstanding balance on student account

The Principal reserves the right to refuse a place to any student who has a substantial outstanding balance on their Wisepay account (this relates to any outstanding funds for school meals or previous trips), either on payment of the deposit or at any time thereafter. In addition, it is expected that all accounts will be settled in full no later than one month prior to departure.