



A SPECIALIST SCIENCE SCHOOL

Headteacher
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Sandhurst School

the opportunity to succeed

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Dear Parents

Visit to Rhineland, Germany

I am writing to inform you that we are once again pleased to be arranging this ever-popular visit for students of German in Years 8 and 10. The visit will incorporate a variety of cultural and fun activities, including a visit to a theme park, a wine cellar, a chocolate museum and the city of Cologne. The visit is from Friday 22nd July until Tuesday 26th July 2011.

Students will at all times be encouraged to speak German and will be expected to complete short written tasks in German each day. During the summer holidays, students will be asked to produce an account of their visit to Germany (in either English or German). Prizes for the best account will be awarded at a Presentation Evening in October, to which parents and students will be invited.

The cost of the visit will be £320.00, which includes admission to all activities and accommodation in a 3 star hotel on a half board basis (bed, breakfast and evening meal). Students will share rooms and will need to bring money for lunches and souvenirs. Should the visit be oversubscribed, names will be drawn from a hat after 11th February.

All students participating in the visit will be included on a British group passport. If your son/daughter is not eligible to be included on a group passport, his/her individual passport or ID card will be required nearer the time of the visit. For the purpose of the Group Passport, please complete and return the attached form CPNQ1. If your son/daughter was born outside the UK, you will need to complete form CPNQ2 which is available from me on request.

Students will also need to submit their European Health Insurance Card (EHIC). If you do not have an EHIC card, you may obtain one from the following sources:

- ◆ Online – www.dh.gov.uk. Click on EHIC under E on the Alphabetical Site Index and follow instructions. The card will arrive within 7 days.
- ◆ By telephone – EHIC Applications Line 0845 606 2030. The card will arrive within 10 days.
- ◆ Post Office – ask for an EHIC application pack. The card will arrive within 21 days.

A non-returnable deposit of £60.00 will secure a place on the visit and must be returned to the Finance Officer together with the following documents:

- ◆ payment slip and deposit
- ◆ completed form OHA2, attached
- ◆ completed form CPNQ1, attached
- ◆ a recent passport-sized colour photograph
- ◆ EHIC card (if available – this may be submitted separately later on)

Cont'd

Would you prefer to receive your letters by Email? If so, please notify the school and provide us with your Email address



Attached to this form is a letter about the visit/activity. Please complete the form and sign the statement below.

STUDENT'S NAME:	TUTOR GROUP:
DATE OF BIRTH:	
PLACE OF BIRTH (for UK collective Passport information only):	
WERE YOU OR YOUR PARTNER BORN IN THE UK? (for UK Collective Passport information only):	
HOME ADDRESS:	
POSTCODE:	
HOME TEL. NO.:	
EMERGENCY CONTACT NO.(S):	
Does your child need to take any medication with them on the visit/activity? YES / NO If yes, please provide full details on the back of this form.	
Please give full details of any medical conditions, dietary needs or allergies that might affect your child's performance or safety on this visit/activity. Please continue on the back of this form if necessary.	
PLEASE GIVE YOUR FAMILY DOCTOR'S NAME AND ADDRESS:	
STUDENT'S NHS NUMBER:	

Please add any further information on the back of this form or on a separate sheet if necessary.

<p>STATEMENT</p> <p>I acknowledge receipt of the information regarding the proposed visit/activity to</p> <p style="text-align: center;">YEAR 8 AND 10 VISIT TO RHINELAND, GERMANY 22ND – 26TH JULY 2011</p> <p>and consent to my child, named above, participating.</p> <p>I agree to staff on the visit giving permission for my child to have any medical treatment that medical authorities deem necessary. I undertake to inform the school of any changes to my child's health prior to departure.</p> <p>I have ensured, as far as I reasonably can, that my child understands that it is important to safety that any rules and instructions given by the staff are obeyed without question. If my child withdraws from the visit and a replacement cannot be found, I understand that refunds will only be made to the extent to which funds have not already been committed in payment for the visit. I understand that Sandhurst School reserve the right to send a child home at parents/guardians expense in the event of unacceptable or dangerous behaviour during the visit.</p> <p>I give consent for my son/daughter to be included on a British collective passport for young people.</p> <p>Signed: Date:</p> <p>Please indicate relationship to child:</p>



CPNQ1 - Child born in the United Kingdom



Collective passport nationality questionnaire and parental consent for children born in the United Kingdom

Name of school or organisation	SANDHURST SCHOOL
Date of travel	FRIDAY 22ND – TUESDAY 26TH JULY 2011
Country to be visited	GERMANY

Name of child: Date of birth:

Town and country of birth:

a Does the child have a parent born in the UK or registered as a British citizen?

Yes No

If you have answered 'No', please say if there were any restrictions on either the mother's or father's stay in the UK when the child was born. Please use the other side of this form to provide details.

Name, place and date of birth of the mother:

Name, place and date of birth of the father:

Date of parents' marriage:

If both parents named above were born after 31 December 1982 or were born abroad, we will also need the full name, town, country, date of birth and date of marriage of the child's grandparents (or details of the parents' claim to British nationality). Please use the other side of this form to provide details.

I confirm that I:

- 1 have parental responsibility for the child named above;
- 2 give consent for the child named above to go on the above trip and be included on the collective passport; and
- 3 am not aware of any court order where the child named above cannot be removed from the United Kingdom, or where a third party (such as the other parent or guardian) or the court must give consent for the child named above to be removed from the United Kingdom.

Signature:
Date:

Relationship to child:
Contact phone number:

Who can give consent?

If a child's parents are married, either parent can give consent. If the parents were not married at the time of the birth (or when the mother became pregnant, for those living in Scotland), only the mother can give consent. However, the father can give consent if the parents then marry each other, or if the father has a parental responsibility order or agreement.

Parental consent

Either parent with parental responsibility can give consent. If someone acting as a guardian gives consent, they should send a letter explaining the circumstances. It should be supported by a letter from the head teacher or someone similar who is aware of the facts, confirming the circumstances.

Child's change of name

If the child's name has changed since birth, the parent or guardian signing needs to confirm that everyone with parental responsibility is aware of and agrees to the change of name.