



Dear Parent/Carer

29 January 2016

Spanish and Art Trip 2016 –Barcelona, Spain

I am delighted that your son/daughter has expressed an interest in our Autumn 2016 Spanish and Art Trip. Barcelona is in an undeniably excellent location, as the city is home to some of Europe's most iconic architecture and art galleries; the Gaudi trail takes in the Sagrada Familia Cathedral, Parc Güel and Casa Milá, outstanding galleries include Fundació Joan Miró and Museu d'Art Contemporani (MACBA). In addition, Barcelona offers a wealth of cultural experiences, which include the famous Magic Fountain of Montjuïc, the Gothic Quarter, shopping in La Rambla, the Nou Camp Stadium, and nearby the Port Aventura theme park and the ethereal peaks of the Montserrat (the serrated mountain).

The group will depart from school on **Friday, 21 October 2016** and will return five days later on **Tuesday 25 October 2016**. The cost of the trip will be £629.00 per student.

The cost of the trip includes:

- Airport transfers and flights from Gatwick to Barcelona
- 4 night's bed and breakfast accommodation at the Agora Barcelona (shared rooms and 24hrs concierge)
- 4 evening meals at local restaurants
- Visits and activities, including entrance fees (as applicable):
 - Port Aventura Theme Park
 - Barcelona Nou Camp tour and official Nike shop visit
 - La Sagrada Familia (cathedral) - Guided tour and towers
 - Park Güell
 - Picasso Museum
 - Montjuïc - Joan Miro Foundation (art gallery) and Montjuïc Castle
 - Museum of Contemporary Art
 - Magic Fountain and light show
 - Boqueira Market, Las Ramblas and the Gothic Quarter
- Spanish-speaking tour guide throughout the trip
- Travel Insurance
- Spanish/Art activities

The cost of the trip does not include:

- Lunches each day - students will need to be provided with a packed lunch for the outward journey and €40 (4x€10 per day) to purchase lunch in and around Barcelona
- Evening meal on the return journey - students will need to be provided with €15 to purchase food at the airport on the return journey
- Spending money

Whilst this trip may appear expensive, it actually represents extremely good value in relation to the attention to safety, location, helpfulness of staff/representatives, hotel/food standard and cultural visits and activities. As important as these factors are, the 'enjoyment factor' is arguably unrivalled. We have, therefore, planned in advance to allow for the cost to be spread, with an initial deposit of £129.00, followed by instalment payments every month. All deposits will be returned if the trip is cancelled.

Head: Mark Mayne

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No deposits will be paid to the tour company until the tour is confirmed. However, once deposits have been paid they will be non-refundable unless covered by insurance. If you withdraw your son/daughter from the trip once the booking is confirmed and/or default on any payments, you may not receive a refund of any monies already paid to the tour company. You may also be required to pay any surcharges imposed by the tour company as a result of your child not participating in the trip.

There are only forty places available. Places will be allocated with the following priority:

- **KS4 students studying Spanish on a strictly first-come, first-served basis.**
- **KS4 students studying any visual Art subject on a strictly first-come, first-served basis.**
- **KS3 students studying Spanish on a strictly first-come, first-served basis.**
- **All other students on a strictly first-come, first-served basis.**

The cost of the trip is based on 40 students. The trip may still run if there are fewer students. In this eventuality, there would be a surcharge, due to the smaller number of participants.

In order for your child to participate in this trip, please return the reply slip, together with the relevant documentation, to Ms Pridham in Reception by **Monday, 22 February 2016**. Please make your payment using ParentPay (www.parentpay.com), our online payment system, choosing the service 'Barcelona 2016'. Alternatively, if you would like to have a PayPoint service barcode, please contact Ms Pridham, in Reception.

Students must obtain a current passport and European Health Insurance Card. Please ensure these documents will be valid for at least six months after our return date. If your child has a non EU passport, please consult the Spanish Embassy to verify whether he/she will need a visa to enter Spain.

Here at Sir William Ramsay School we take students' welfare very seriously. For the safety of all students and staff, the school reserves the right to decline applications from students who may be unable to comply with the school's Code of Conduct. Any student, who gives cause for concern, regarding their behaviour, prior to our departure date, may be withdrawn from the trip. In such cases, the deposit is non-refundable, as are any monies already paid to the tour operator. The insurance does not cover such eventualities. Whilst on the trip all students must follow the school Code of Conduct; any students misbehaving in a way that puts themselves, or others at risk, will be dealt with severely upon our return.

Prior to departure, there will be a meeting at school for parents and participants. It is anticipated this meeting will take place at the beginning of September 2016, details to be confirmed. All parent/carers and students must attend this meeting.

The rich history of this Catalonian city, as well as the talents of its artists including Gaudí, Picasso and Dalí, is visible throughout the many museums, landmarks and attractions. This is a fantastic opportunity for your child to experience something new, put their language skills to the test and more importantly have fun!

As someone with experience of foreign residential trips, I know the students will love the visits and cultural activities, as well as the opportunities for shopping and socialising.

Should you have any concerns regarding this trip, please do not hesitate to contact me on the usual school telephone number.

Yours faithfully

Miss R Warren
Trip Leader

Miss L Ottocento
Deputy Trip Leader

Reply slip: please return to Ms Pridham in Reception by **Monday, 22 February 2016**

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- I give permission for my son/daughter to participate in the Barcelona 2016 Trip.
- I understand that there will be a surcharge of in the event of fewer students participating in the trip
- I have paid a non-returnable deposit of £129.00 via ParentPay.
- I require a PayPoint barcode.
- I understand that photographs/videos taken on the trip may be shared with other students on the trip and may be used within the school to promote future trips.
- I understand that if my son/daughter is excluded prior to departure, I will lose the deposit and any other monies paid to the tour company.
- I confirm that my son/daughter will conform to the school's Code of Conduct before and during this trip and that I will be accountable should he/she breach these regulations.
- I understand that once deposits have been paid to the tour company they will be non-returnable, unless covered by insurance and if I withdraw my son/daughter from the trip, once the booking is confirmed and/or default on any payments, I may not receive a refund of any monies already paid to the tour company. I am aware that once the booking has been confirmed, I may be required to pay any surcharges imposed by the tour company as a result of my child not participating in the trip.
- I enclose a photocopy (on one A4 sheet please) of my child's current passport and European Health Insurance Card. **Please check expiry dates.**
- I enclose a signed and completed Parental Consent Form.
- I enclose a signed Code of Conduct.

Student name:

Form:

Parent name :

Date:

Signature:

(Parent/Carer)

PLEASE PUT ALL DOCUMENTS IN A SEALED ENVELOPE, CLEARLY MARKED WITH THE STUDENT'S NAME, FORM GROUP AND TRIP DETAILS.