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Dear parent/guardian,

I am writing to you regarding the upcoming March 2020 trip to Madrid, Spain.

Students and staff at Jane Austen College are getting increasingly excited at the idea of immersing fully in the Spanish life next March. It is great to see our Year 9s, 10s and 13s already preparing to communicate in Spanish with the locals through their hard work in lessons and commitment to independent study.

We will be holding an information evening closer to the date (Monday 27th January 2020 5.30pm in the Atrium) during which we will present the itinerary and discuss further details such as what to bring, expectations of baggage allowance. This will be the perfect occasion for us to answer any questions you may have therefore we would really encourage you to attend this important session.

I would like to remind you that we need a photocopy of your child's valid passport in order to book the flights for them. I would encourage you to make necessary arrangements before this date if the passport photocopy hasn't been provided yet. Please be aware that a passport generally takes around 3 weeks to be issued. Our Tour Company needs this information by 1st of November 2019 otherwise the trip price could increase due to having to rebook the flights. Please make sure your child's passport has at least 3 months left on it after the date of the trip. We would recommend you renew any passports that are due to expire before March 2020 now so that we can give the correct information to the airline.

Additionally, we ask you to provide a European Health Insurance Card for your child. The EHIC card is free of cost and can be requested through the NHS. The card would enable your child to receive medical treatment when in Spain in the eventuality that the UK hasn't left the EU or has reached a potential agreement with the Spanish authorities by March 2020.

Whilst we are still months away from our departure, the next few months will see the payments of the remaining installments. The deadline for the payment of the second installment (£175) is on the 14th of October 2019 and the final installment (£150) is set to be paid by the 2nd of December 2019. Due to some technical difficulties with the online payments, the last two installments will need to be paid by cheque or cash. A reminder will be sent to you via email including details on how to make the payments.

I look forward to seeing you for our information evening on the 27th of January 2020.



Kind regards,

Agathe Bonhommet