



61-63 Bath Road
Reading
RG30 2BB
(visitor entrance via Southcote Lane, RG30 3EZ)

☎ 0118 214 3888

Email: admin@wren.excalibur.org.uk

Principal: Mr J Salberg

13th September 2021

Dear Families of The Wren,

Year 8 & Year 9: 3-day Battlefields tour: Wednesday 29th June – Friday 1st July 2022

We are delighted to say we will be running the Battlefields trip in June 2022.

The total price of the trip will be £330. This price includes coach travel, channel tunnel crossings, two nights' full-board accommodation in Ypres and all meals, visits and guided tours. It is suggested that students bring with them some spending money for extra drinks and souvenirs.

If you would like your child to attend the trip please complete the expression of interest form below and return to us no later than 23rd September. If we exceed the 50 places available on this trip we will randomly allocate them to students.

When you have been offered a place, the payment plan is as follows:

- deposit of **£50** by **15th October 2021**;
- 1st instalment of **£100** by **1st February 2022**;
- 2nd instalment of **£100** by **1st April 2022**;
- final instalment of **£80** by **1st May 2022**.

All payments should be made via ParentPay account.

We have managed to secure a number of fascinating sites and museums for the students to visit, including a visit to Sanctuary Wood - one of the few preserved trench networks in the Ypres Salient. Sanctuary Wood provides an accurate portrayal of what conditions must have been like for the soldiers who lived, fought and died there. We are also looking forward to a tailor-made guided tour of the Ypres Southern Salient when visiting the smallest Commonwealth memorial. Additionally, we are looking forward to our busy itinerary, which will include witnessing the deeply moving Last Post Ceremony at the Menin Gate. A finalised itinerary will be publicised at a later date.

We will be departing from school on Wednesday morning and returning very late on Friday evening.

We cannot fund this trip from the school's budget. The trip cannot take place if insufficient contributions are received. In case of financial hardship, support may be available and any request will be dealt with confidentially and sympathetically. Please see The Wren Nest Egg Policy on our website for details.

Contributions are generally non-returnable unless the trip is cancelled by The Wren School. Should the student be withdrawn by parental request, we will make every effort to fill places from a reserve list; however, all costs incurred by The Wren School due to the cancellation will have to be covered, whether the place is filled or not. The school reserves the right to charge an administration fee of 5% of the total trip cost. All such withdrawals should be discussed, in the first instance, with the trips administrator.

If cancellation occurs, the following cancellation and refund rules will apply:

- up to 29 days before the departure of the trip – The Wren School will refund 20% of the total price;
- less than 29 days before the departure date of the trip – the trip cost is non-refundable;
- the deposit is non-refundable;
- if cancellation occurs within 30 days of payment of deposit, it may be possible to refund the deposit providing that an alternative traveller is found to take your child's place.

Please be aware that the medical information and contact details for your son/daughter that you have supplied for The Wren School's records, are printed and taken on the trip by the trip leader and their deputy, in case an emergency arises. They are also supplied to the member of the senior leadership team who is the point of contact for the trip. The printouts are destroyed once the trip is over. By applying for a place on the trip, you are giving your consent for this information to be used for this purpose.

Please be aware that lost/stolen/damaged personal effects are not covered by school insurance.

Please be aware that if your child's behaviour causes significant concern at any point prior to the trip, then The Wren School reserves the right to remove him/her from the trip and any payment(s) made to date may not be refunded. Additionally, poor behaviour during the trip could result in a student being sent home at the parents' expense.

In preparation for this memorable trip, please ensure that your son/daughter has a valid passport as well as an European Health Insurance Card. If your child does not have an EHIC that will remain in date, they will need to apply for the new GHIC card on the NHS website (<https://www.nhs.uk/using-the-nhs/healthcare-abroad/apply-for-a-free-uk-global-health-insurance-card-ghic/>)

Should you have any queries in the meantime, please email me at the following address:
tlecoq@wren.excalibur.sch.uk

Kind regards,



Mr T Le Coq
Subject Lead Politics and Citizenship

Please return slip to Student Reception by Thursday 23rd September 2021.

Year 8 & Year 9: 3-day Battlefields tour: Wednesday 29th June – Friday 1st July 2022
Trip organiser - Mr T Le Coq

I would like my son/daughter (name): Form Group:
to take part in the trip to France and Belgium.

I can confirm that I will ensure that my son/daughter has a valid passport and GHIC card for travel in June 2022.

Parent Name:

Parent Signature: Date: