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Principal: Mr J Salberg

13<sup>th</sup> September 2021

Dear Families of The Wren,

### **Year 10: GCSE History Berlin Trip 8<sup>th</sup>-11<sup>th</sup> February 2023**

We are delighted to announce that we will be running a residential trip to Berlin for GCSE History students, to take place in the final week before February half term when the students are in Year 11. This is a fantastic and memorable trip to the German capital. It links closely to two of our GCSE units focusing on Nazi Germany and the Cold War, and will broaden students' horizons as well as supporting their academic understanding.

The cost of the trip is £465. The cost includes:

- Flights to and from Berlin, and transport to the airports;
- All transport around Berlin as needed;
- Total 3 nights accommodation;
- Breakfast and Dinner;
- A packed itinerary in and around Berlin, including:
  - Guided tour of the Deutsches Historisches Museum;
  - Visiting the Reichstag (German parliament building);
  - The Jewish Museum;
  - The Topography of Terror – site of the Gestapo headquarters;
  - Guided tour of Sachsenhausen Concentration Camp;
  - Guided tour of real Cold War Nuclear Bunker;
  - DDR Museum and Stasi memorial – giving a chilling view of life in Cold War East Germany;
  - Visiting the remnants of the Berlin Wall;
  - Evening activities such as bowling and Berlin's TV tower.

We will be leaving early on Wednesday 8<sup>th</sup> and returning late on Saturday, 11<sup>th</sup> February 2023.

If you would like your child to attend the trip please complete the expression of interest form below and return to us by 20<sup>th</sup> September. If we exceed the 25 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 **£165** by **3<sup>rd</sup> October 2021**;
- 1<sup>st</sup> instalment of **£100** by **14<sup>th</sup> January 2022**;
- 2<sup>nd</sup> instalment of **£100** by **10<sup>th</sup> June 2022**;
- final instalment of **£100** by **11<sup>th</sup> November 2022**.

All payments should be made via ParentPay account.

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 UK Global Health Insurance Card. If your child does not have a GHIC 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:  
[oasmith@wren.excalibur.org.uk](mailto:oasmith@wren.excalibur.org.uk)

Kind regards,



Mr O Ashforth-Smith  
Subject Leader of Humanities

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*Please return slip to Student Reception by Monday 20<sup>th</sup> September 2021.*

**Year 10: GCSE History Berlin Trip, Wednesday 8<sup>th</sup> February 2023 – Saturday 11<sup>th</sup> February 2023**

**Trip organiser - Mr O Ashforth-Smith**

I would like my son/daughter (name): ..... Form Group: .....  
to take part in the trip to Berlin, Germany.

I can confirm that I will ensure that my son/daughter has a valid passport and GHIC card for travel in February 2023.

Parent Name: .....

Parent Signature: ..... Date: .....