

Dear Parent/Guardian,

I have met with your son on Monday 18<sup>th</sup> March, our last meeting before departure on the trip. I have talked to him about:

- Final adjustments to the trip (nothing you as a parent aren't already aware of)
- Safety on the trip
- Packing his luggage
- Room plans
- Behaviour expectations

Your son has also been given:

- A luggage label – to attach to his suitcase
- An inspire sport complimentary kit (he can keep this at the end of the trip)
- A final itinerary for the trip

I haven't given him a letter to bring back to you because invariably it doesn't reach you as a parent. So this is why I am emailing.

Further to the information I have gone through with your son I would like to update you on a couple of things and remind you of the plan.

**I will start with the amendments/changes and updates:**

- The itinerary given to your son is also attached to this email for you to know exactly what and when we are scheduled to do things on the trip. It is also on the school website under 'Parent Letters'.
- Villarreal match – we have tickets booked and coach travel sorted for this match. Your son will need to pay £35 to me on the trip (or equivalent Euros). Don't worry too much, we can sort this while we are out there, just make sure he has enough for this ticket in his spending money
- Recently I had a parental query about the insurance 'Personal Belongings' – if anyone else was wondering the personal belongings allowance is per pupil (not for the overall trip).
- Lastly, myself, Graham Hodson (Head teacher) and Miss Saltmarsh (Dep Leader) have met with Taff Bowles (East Riding Education Visits Coordinator) on Friday 15<sup>th</sup> March to discuss the trip and ensure i's are dotted and t's are crossed. The meeting went very well and Taff Bowles was very pleased with the organisation and he felt that the safety of your son had been carefully considered. Clearly all we can do is minimise every risk possible, however if there is a problem or emergency we will contact you as a parent immediately. Your son also has his own responsibility to ensure his safety on the trip. He must listen carefully to instructions at all times and adhere to the rules and expectations we've set out.

**To give you a few reminders:**

- Your sons passport and EHIC card is safely stored in school. Photocopies have been taken for security purposes while on the trip. Your son will be given his passport for the duration of our time in the airport and then we will take it again during the trip to keep it safe.
- Please remember to arrive on time but not too early to Morrison's car park Beverley - between 1.30 to 1.45am on Sat 23<sup>rd</sup> March will be fine.
- Please remember the 20kg combined luggage allowance (for suitcase and hand luggage) and no liquids or sharp items in the hand luggage. Also make sure the luggage label is attached to your sons suitcase to make it identifiable.
- Your son must wear the Valencia hoodie on the travelling out to Spain. Please make sure he turns up on Saturday for the coach wearing this. It will help us identify him until we get to the hotel.
- Your son is expected to bring the inspire sport kit on the trip. This is the kit we will be wearing for the match fixture against local Spanish opposition. Your son has been given this kit on Monday 18<sup>th</sup> March.
- Spending money – put into an envelope and put any instructions you want for your sons spending. We will take spending money from your son on the coach over to Manchester and keep it safely stored in our bank, where you son can take money out, (this is what I advise but it is not an enforcement).
- Medication should be stored in an envelope and instructions for dosages written on the front. These should be given to Mr Proud (Medical Manager).

**Please note:**

To make you all aware (as you have paid a lot of money for this trip) - I had a small amount of money left over after all the payments came in. This was due to the reduction in cost for hoodies because we bought in bulk. It was only a few pounds per person but I have been able to use this money to pay upfront for the bus transfer (200 Euros in total) into Valencia on day 4 (see itinerary). So this cost will not be incurred for your son on the trip and feel free if you want to make any spending money adjustments with your son.

If there is anything else that pops into your head last minute or you would like clarifying please don't hesitate to call school or if you want to email see below:

[m.scott@beverleygrammar.co.uk](mailto:m.scott@beverleygrammar.co.uk)

Kind Regards

Matt Scott