

7 June 2019

Dear Parent or Carer,

Year 8 Trip to Normandy

Our trip to Normandy is rapidly approaching and I thought it would be helpful to provide you with some additional important information:

Date of visit:	Monday 24 June 2019 – Friday 28 June 2019
Travelling by:	Coach and Ferry
Accommodation:	Best Hotel Caen Citis, 717 Avenue du Gén de Gaulle, 14200 Hérouville-Saint-Clair
Departure time:	8.00am – Radnor House Sevenoaks
Return time:	5.30pm – Radnor House Sevenoaks
Emergency Contact:	During school hours: 01959 563720 (School Reception) Out of school hours: TBC (We will confirm via a separate communication) Trip Leaders: +44 7468 438313 (Steve White/Carla Winchester)

Please only use the emergency contact numbers in the case of an emergency. The School Reception should be contacted in the first instance.

Upon arrival from our trip back at RH7 all students will be kept on the school site until they are collected by their parents. If a delay occurs, we will notify you with the revised return time. The party will be fully supervised throughout their time away by Mr White, Mrs Southgate, Mrs Winchester and Mr Packer. Teachers will check all passports and EHICs as the students board the coach at 8.00am. **Please do not leave until your son/daughter's paperwork has been validated.** It is your responsibility to ensure your son/daughter holds a valid passport and visa where applicable. Please ensure they have a valid European Health Insurance Card which can be applied for via the website www.ehic.org.uk

The visit will include admission to numerous museums and excursions, four nights full board accommodation and all transport. Sensible clothing, for all weather conditions, will be required for the trip, as well as sensible footwear as there is a great deal of walking. Please ensure students have packed sufficient suncream for the trip, in case of hot weather and any essential medication they require. Students may also wish to bring a camera, if they choose to do this, it will be their responsibility to keep it safe. In addition to this there will be an opportunity for some shopping at various points, if students wish to they should bring approximately €50 spending money. Electronic devices such as mobile phones or iPads are not permitted on the trip. I would therefore recommend that a kindle, book, cards, travel games or similar are brought for the journey and R & R time.

Whilst students will be provided with food for the duration of the trip, they may wish to bring some additional drinks and snacks for the initial coach journey to France. Please may I take this opportunity to remind you that Radnor House Sevenoaks is a nut free school and any food provided must be nut free.

Yours faithfully,

Steve White

Mr S White - Head of Humanities

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Head David Paton MA