



Sir Frederic Osborn School

Achieving Success Together

T: 01707 351350
F: 01707 351357
E: admin@sfosborn.herts.sch.uk
Headteacher: Mr J C Whelan BA, NPQH

Herns Lane, Welwyn Garden City
Hertfordshire AL7 2AF

8th February 2017

Dear Parent / Carer

MFL Trip to Chateau d'Ebblinghem – Wednesday 4th – 6th October 2017

I am pleased to inform you that your child has secured a place on the French trip to Chateau d'Ebblinghem in October 2017.

As mentioned in my previous letter dated 16th January 2017, I advised that we would put a payment schedule in place for the balance. We will therefore require a further **four non-refundable payments** to be paid via 'Wisepay' by the following dates:

- Payment 1 - £40.00 by 1st April 2017
- Payment 2 - £40.00 by 1st May 2017
- Payment 3 - £40.00 by 1st June 2017
- Final payment - £35.50 by 1st July 2017

Alternatively the **full non-refundable payment of £155.50** can be made now. This together with the initial deposit of £40.00 will make a total of £195.50 paid

Failure to pay these on time may result in your child's place being offered to someone on the waiting list.

We will be travelling on a collective passport. Please find attached Collective passport forms for completion; (one for a child who was born within UK or one for a child born outside UK). This must be returned with 2 passport photographs. It is essential that these are returned in time for us to apply for a group passport, so a prompt return would be much appreciated.

In order to travel to Europe your child will also need an up to date European Health Insurance card (EHIC). If your child does not already have one, you can apply on-line at:

www.nhs.uk/NHSEngland/Healthcareabroad/EHIC/Pages/about-the-ehic.aspx

Please apply as soon as possible, as we will ask you to bring this into school at the beginning of term in September.

An information evening about the trip will take place in September, on a date to be confirmed. In the meantime, if you have any queries, please don't hesitate to contact me at school on Ext 331 or via email to gill.matheson@sfosborn.herts.sch.uk

Yours sincerely

Mrs G Matheson
Teacher of MFL

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