



Sandbach High School

and Sixth Form College

Our Academy, Our Future

SKI TRIP 2021 – MARIA ALM, AUSTRIA

January 2020

Dear Parent/Carer,

I am very pleased to inform you that your daughter has secured a place on this trip. Most of the details about the trip are contained in the original launch letter, but at this stage it is necessary to set out procedures concerning payments and documentation.

All payments should now be made using the Parent Pay system. There are three specific deadlines which must be met with regard to payments:

- **A total of £300 must be paid before the end of March 2020**
- **A total of £555 must be paid before the end of the summer term (July) 2020.**
- **Final payment of the £1100 must be paid before November 30th 2020.**

Please note that in line with academy policy full payment for an educational visit must be received before the departure date. Where full payment is not received the academy reserves the right to withdraw the place and retain any monies required to cover costs.

Outside of these deadlines payments can be made at any time but a suggested timetable is given below.

DATE	PAYMENT	TOTAL PAID
February 2019	£150	£300
March 2019	£150	£450
April 2019	£150	£600
May 2019	£150	£750
June 2019	£100	£800
July 2019	£100	£900
September 2019	£100	£1000
October 2019	£110	£1100

Please note that should we fail to reach our target of 35 students, we may be required to pay a “small party supplement”, which would mean a small increase in the total cost. Alternatively we may seek to share the coach and hotel with a group from another school. I will keep you informed of any changes as and when they occur.



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Your daughter will need her own individual passport and a new European Medical Card. Your daughter will also be asked to complete and return an LEA Form C about dietary and medical needs, and a Ski Information form. It is essential that all forms are completed and returned as quickly as possible and within any deadlines given. Other than making regular payments on Parent Pay, very little happens until October 2020, when we will start to hold meetings for pupils, and the programme of dry slope lessons will commence shortly afterwards. Meetings will then be held as and when required in order to collect and disseminate information.

CURRENT NUMBERS

Our initial numbers for this trip are disappointing, and at present it looks likely that we will have to share with another group in order to make the trip viable. However, we have seen an initial response like this in previous years and we have gradually built on these numbers to get our group up to more than 30. I will keep you informed of any developments.

CANCELLATION POLICY

The £150 deposit is non-refundable. Cancellations after 1 February 2020 will be charged at £300. Cancellations within 6 months of the departure date will be charged at 50 % of the total cost (£555). Any cancellation within 10 weeks of departure will be charged at full cost (£1100). This cancellation policy is non-negotiable. Any cancellation must be made in writing using the form below.

Cancellation of residential trip booking

Name of trip

Name of student

Date of cancellation

I have read the cancellation policy and understand that the cancellation fee due is

£..... Signed

Please remember that a place on any school trip is subject to your daughter's continued good behaviour. In exceptional circumstances a place on a trip may be withdrawn, in which case any monies paid will be refunded in full. If you have any further queries regarding this trip please do not hesitate to contact either of us at school.

Yours sincerely

A Leonard



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