



Headteacher: Mr M Warren

September 2018

Dear parent/carer,

Year 10 GCSE History study visit to Berlin: 26th-29th June 2019

I am delighted to confirm that your daughter has secured a place on this trip. We had a very positive response and the trip is full to capacity. Flights have been booked, and the remainder of the itinerary is now being finalised and booked. It promises to be a very exciting and worthwhile visit.

Thank you to those of you who have already paid the initial £125 deposit in full, and to those who have already made further payments towards the final balance. If you have not done so, I would be grateful if you could do so as soon as possible. The remaining balance, currently estimated at £475, is payable in instalments according to the following schedule:

Amount	Payable no later than:
£125	Monday 21 st October 2018
£125	Monday 10 th December 2018
£125	Monday 4 th February 2019
£100	Monday 4 th March 2019

Payments can be made via an online debit or credit card payment through the Wisepay payment portal, accessible through a link on the school website; by cheque made payable to Presdales School; or in cash. Please deliver cheques or cash to Mrs Eyre, in an envelope **labelled with your daughter's name, form and "Berlin Trip 2019"**. Please ensure that you keep up to date with the payments, and that the full balance is paid no later than **Monday 4th March**. As before, if you foresee circumstances which may affect your ability to pay the remaining balance, please contact me.

In view of the uncertainty surrounding the UK's exit from the EU, and the possible effect of this on the value of sterling relative to the euro, we have taken steps to limit the cost of the trip, for example by making more use of public transport rather than chartered coaches in Berlin. We hope that this will enable us to avoid an increase in the overall cost of the trip. However, please be aware that the overall cost may increase if there are further changes to the exchange rate in the coming months.

Now that your daughter's place is confirmed and we are making non-refundable bookings, if your daughter were to withdraw from the trip and we were unable to fill the place, we would be unable to refund the whole cost of the place without jeopardising the viability of the trip. If you have concerns about this, please do not hesitate to contact me to discuss the situation.

Yours faithfully,

Mrs E Carr
Head of History
carre@presdales.herts.sch.uk

