

Our Ref: 124/16

5<sup>th</sup> October 2016

Dear Parent/Carer

Your son/daughter will be coming with us to Auschwitz on Friday 27<sup>th</sup> and Saturday 28<sup>th</sup> January 2017. Thank you for returning the slip and first deposit. There are just a few more items we need from you:

1. We now need the final deposit of £170 **on or before Monday 31<sup>st</sup> October**. Please complete and return to Miss Kinloch, if you are enclosing a cheque please make it payable to *St Margaret's School Fund A/C*.
2. You will also need to order your son/daughter an EHC card to cover any medical emergencies. This is a European health card. You can order this online at:

<https://www.ehic-card.org.uk/contact-us/>

I would advise you to order this as soon as possible as it can take a few weeks to process.

3. I have attached a medical form which needs to be completed and returned on or before Monday 31<sup>st</sup> October. Please attach two photographs of your son/daughter (passport type).

Your son/daughter will need an up to date passport. I have already contacted you directly or informed your son/daughter regarding the urgency of receiving passport details for the company. If you have not given me these details please complete the information below:

Full name as it appears on passport: \_\_\_\_\_

Passport number: \_\_\_\_\_

Valid from: \_\_\_\_\_ Expiry date: \_\_\_\_\_

Please return the reply slip below, with final deposit of £170, passport details (if you have not already given them to me) and the medical form with two photographs to Miss Kinloch **on or before Monday 31<sup>st</sup> October**. If you have an questions please do not hesitate to contact me at [hkinloch@stmargaretacademy.com](mailto:hkinloch@stmargaretacademy.com).

Yours sincerely,

H Kinloch  
Religious Studies Department/KS5 Co-ordinator

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**REPLY SLIP TO: Miss H Kinloch, Auschwitz Trip 27<sup>th</sup> & 28<sup>th</sup> January 2017**

Name: \_\_\_\_\_ Form: \_\_\_\_\_

I enclose the documents listed above with final deposit of £170.

Signed: \_\_\_\_\_ (parent/carer) Date: \_\_\_\_\_

