

ASH/sck

4th May 2018

Dear Parents/Carers

Re: Verona Trip

Further to the parents' information evening last week, I am pleased to inform you that the PowerPoint Presentation used on the evening is now available to view on 'Show My Homework', and contains essential information, including Customs and baggage rules, advice on clothing, and an itinerary of the trip.

May I also take this opportunity to remind you that the final payment for the trip is due by **14th May 2018**, and that we require all documentation (passport, completed OV7A form, EHIC card and 2 x passport sized photos) to be handed in to Reception for safe keeping as soon as possible.

Please also be aware that any medication taken in hand luggage will need to be accompanied by either a doctor's note or a copy of the prescription. If your child is planning to carry medication in their hand luggage, please could you ensure that they have the necessary paperwork with them. Any medication that does not need to travel with your child may be handed into Reception shortly before we depart (date to be confirmed). This will need to be named and packaged in a sealed, named container.

Further, final, details regarding our trip will be sent closer to our departure date, but should you have any queries in the meantime, please do not hesitate to contact me.

Yours faithfully

Mr A. Smith

Second In English