



Bishop Wordsworth's School

Exeter Street, Salisbury, Wiltshire SP1 2ED

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Website: www.bws-school.org.uk

Head Master: Dr S D Smallwood BSc (Hons) PhD NPQH

21 November 2016

Dear Parents/Guardians and Boys

VISIT TO SCHOOL IN MENORCA - JUNE 2017 - YEAR 10 SPANISH STUDENTS

The Spanish Department is organising a visit with our exchange school IES Cap de Llevant in Maó, Menorca again this year. I am sure that the students who participate will find it a life changing experience as well as an enjoyable visit, both in terms of their progress in Spanish, particularly speaking and listening, as well as their cultural knowledge and understanding along with the opportunity to form lifelong friendships. Activities will be varied: social events, days in school with students of their own age, visits to places of interest on the island and sporting events – a very busy programme. Students will be paired up well in advance so that they can get to know each other beforehand.

Dates	Times	Cost	Requirements
From: Monday 12 th June	TBC	Deposit: £200	Up to date Passport and EHC card
To: Monday 19 th June	TBC	Balance: Estimated £250 TBC	2 nd Instalment £150 by 31 st January 2017 Balance by 28 th February 2017

The length of stay will be 7 nights. Please note that the Menorcan students are not able to visit us this year. The Menorcan families have very kindly offered to host our boys, so I would suggest taking a little token of gratitude.

There are 30 places available for this trip and receipt of the deposit will be taken to mean you wish to take up a place on the trip. However in the event that the trip is oversubscribed, 30 names will be drawn randomly and those pupils who are unsuccessful will be placed on a reserve list and their deposits refunded.

Depending on final numbers and the cost of flights at the time of booking, I am currently estimating the total cost to be in the region of **£450.00** per student, which will include travel to/from Menorca, trips and visits and school insurance. Travel to and from the UK airport will be by coach. Accommodation, food and travel to/from School are provided by families. As the school cannot fund the visit I would be grateful if parents could make the appropriate contribution. In order to secure flights, I shall require an initial **non-refundable** deposit of **£200.00** to cover the air fare and the deadline for replies is **Friday 2nd December 2016**. The remaining balance must be paid in two instalments:

- £150 by the 31st January 2017
- Remaining balance by 28th February 2017.

NB. Once flights are paid for, there can be no refunds.

Parents/Guardians who may find it difficult to meet the deadline for payment of the deposit should contact the Finance Office on ext 260.



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PAYMENTS:

Please pay online via: www.scopay.com. If you need a link code please email amh@bws.wilts.sch.uk (link codes are only needed for online account set up).

Your son will be covered by the school's insurance during this trip; a copy of which is available on the school website.

Please ensure that we have current emergency contact details and details of any medical conditions and that your son takes all necessary medication with him on this trip. Please contact Sarah Hayward sah@bws.wilts.sch.uk if you need to update this information.

Your son's passport and EHIC card must be up to date. Please check this and inform Beverley Singleton bjs@bws.wilts.sch.uk of your son's full name as it appears on the passport.

I do hope that as many students as possible will be able to take part in this exchange; last year was a most enjoyable experience for all those involved. Please do not hesitate to contact me at school if you have any queries.

Yours faithfully

Mr J Torres
Spanish Department
jlt@bws.wilts.sch.uk