



# Backwell School

An Ofsted Outstanding School  
A National Teaching School

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April 2019

Dear Parent/Carer

## **Enrichment Week 2019 – Mediterranean/Ardèche Parent Meeting**

I have arranged a meeting on **Tuesday 7 May at 7.00 pm** in the Main Theatre. This will give you the opportunity to meet the members of staff taking part in the trip and to ask about any issues which may be worrying you.

There will be a short presentation about the trip with departure details, etc., and then we will split up into four coach groups in order for you to meet the staff who will be in charge of your child and to ask questions in a more informal and manageable group size. Coach groups will be published after the Easter holidays.

It is vital that every student involved in this visit has someone present at this meeting to collect the information and hear about the trip. **Please ensure that your son/daughter is represented.** You may, of course, bring them with you or send them on your behalf if you are unable to attend.

**Passport and EHIC:** Every student will need a valid passport, which must have an expiry date with a minimum of six months left of them from the date of travel into Europe, and a European Health Insurance Card (EHIC) when travelling abroad during Enrichment Week. You have already given us copies of your son/daughter's passport and EHIC card. We now need you to provide:

- The actual EHIC card. These are too small to collect in on the day of travel, so we collect them beforehand. Please send EHIC cards to Student Services as soon as possible but no later than the date of the meeting. If you need the EHIC card before we depart please let us know, and send it in once you are back in the UK.

If your child has a medical condition or will be taking medication with them, please collect an "Administration of Medication Parent Consent Form" at the meeting.

### **Essential Information**

If your contact details have changed since returning the essential information in May 2018, please complete a new essential information form (EV5) immediately and return to Student Services.

I look forward to meeting you **on Tuesday 7 May.**

Yours sincerely

S Blakey  
On behalf of the Mediterranean/Ardèche Team