



**Teddington
School**

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Head of School: Kathy Pacey NPQH

Executive Headteacher: John Wilkinson MA NPQH

26 February 2018

Dear Families

German Exchange 2018

I would like to confirm that your child has been offered a place on the German Exchange to Konstanz. They will gain a lot from this experience, as well as having great fun.

The German Exchange will take place from Wednesday 11 July to Monday 16 July. The full cost of the trip is £350 and you have already paid a deposit of £75. The remaining balance of £275 should be paid via your Parent Pay account in two instalments: £150 by Friday 23 March and the final payment of £125 by Tuesday 1 May. Please note that the return visit for the German students is scheduled to take place from Thursday 13 September to Thursday 20 September.

May I take this opportunity to remind you that your child will require a valid UK passport and individual European Health Insurance Card.

Please complete and return the attached medical forms to Mr Garrett in Room 203 by Thursday 29 March.

There is a meeting for students at 3:15pm on Thursday 1 March in room 203 to start the matching process.

Please be aware that in the run up to the exchange it is vital that students show exemplary behaviour in and out of school, otherwise they may jeopardise their place on the trip.

Yours faithfully

Mr Garrett
Modern Foreign Languages Department