

Tapton SCHOOL

Headteacher: Ms Kathryn Rhodes

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Our ref: GD/ETu
October 2021

Dear Parents and Carers,

As a student of German in Y9 your child has the opportunity to take part in the Y9 German Trip to Berlin. This is a residential stay for 4 nights and 5 days in the Schulz Hotel, Stralauer Platz 36, 10243 Berlin, which is situated between the River Spree and the East Side Gallery (one of the longest remaining stretches of the Berlin Wall). The trip also involves some contact with our partner school in Berlin: Hans-Carossa-Schule (HCS) to collaborate on our project funded by the UK-German Connection. The school is situated in Kladow, near Spandau (west of the centre of Berlin) and is a Gymnasium (Grammar School).

The confirmed dates are:

- Tapton School to Berlin: Wednesday 1st – Sunday 5th June 2022 (in the half-term holidays)

Whilst in Germany we will have a varied itinerary to include:

- one morning in school with partners to work on the joint project
- an evening bowling with partners
- group excursions e.g.
 - visit up the TV Tower
 - Berlin Zoo
 - walking tour of the city
 - boat ride along the Spree
 - cinema visit (if appropriate)
 - East Side Gallery
 - Olympic Stadium and more.

The exact content of the programme will be confirmed nearer the date of departure. We will be staying together in the Schulz Youth Hostel in Berlin. All safe-guarding measures have been followed and this is organised through NST. Mr. Driver will also make a visit to Kladow and HCS at Easter 2022 to meet with the Headteacher and participating staff, as well as the students hoping to take part. This will also be to discuss Covid-measures and rules. There will be a meeting to confirm travel arrangements etc.

The price for the exchange is **£650** and this includes accommodation, breakfast and evening meals, all transport and trips in Germany. We are asking for a non-refundable deposit of £150 payable through ParentPay to secure a place for your child. The remaining balance of £500 will need to be paid before April 2022. This can be paid in instalments and must be paid through ParentPay or using a barcode letter. Please contact the school office if you require a barcode letter.

Lunch, drinks, snacks and spending money are *not* included in the price of this trip. Students will need to bring a packed lunch for the journey, and all evening meals are pre-booked and paid for.

We need to establish the viability of the trip, there are 25 places available and we have decided to operate a 'first come, first served' policy for eligible students. In order to confirm bookings, please pay a £150 deposit through the ParentPay or barcode letter system. If you need a barcode letter please contact the school office. The



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deposit will only be refunded in the event of the trip not being viable. With regards to COVID-19 and the safety of our pupils we will risk assess the trip at the end of each of the three months leading up to departure and provide updates to parents. In the event of the trip being cancelled due to government guidance changes around COVID-19 all monies will be refunded in full.

The provisional bookings will hold until **5th November 2021** so please complete and return your consent form and make the payment prior to 5th November 2021. When we have confirmed the number of students attending we will issue a letter detailing the total price along with how and when to pay the balance.

We will be hosting a pre-meeting visit later in the year where all details and arrangements will be shared. Letters will be sent home prior to finalise details regarding the meeting. There will be several forms regarding remote supervision consent, medical information and consent forms, and dietary requirements that will be issued in due course.

School trips can really enrich and expand a student's educational experience. We therefore operate a hardship policy at Tpton in order to provide opportunities to students whose families are experiencing genuine and unavoidable financial difficulty. We would like to offer parents the opportunity to contribute to this fund, making it clear that this is entirely voluntary and there is no obligation on you to make a contribution. However if you wish to, you can do so using ParentPay, selecting the payment item 'Hardship' and entering the donation value. The funds will only be used to support students experiencing financial hardship and the senior leadership team will decide how the funds will be spent using their discretion and professional judgement.

Please indicate on the reply slip if you would like your child to take part in the exchange in 2022. If your child already has a penfriend with whom they have been communicating please communicate that on the reply slip - this is not a pre-requisite for taking part, if your child does not have a penfriend then we will be able to provide one.

We have very clear school rules and expectations. Students need to demonstrate that they are following school rules and meeting our expectations in school in order for them to be allowed to attend the trip. If your child is involved in any significant behavioural issue in school this will result in them not being allowed to attend the trip. Monies paid will be refunded.

If you require any further information please contact Mr Driver at school.

Yours faithfully

Mr G Driver
German Subject Leader



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Company registration number: 7697171. Registered office: England/W ales.
A member of Tpton School Academy Trust.

CONSENT FORM

Y9 German Trip to Berlin – June 2022

Please return to Mr Driver in the Modern Foreign Languages department by Friday 5th November

Student Name:Form:

Parent/Carer emergency contact name and number during visit:

.....

I give my permission for my child to take part in the above educational study visit and have paid the non-refundable deposit of £150 through ParentPay on.....(date)

I give/do not* give permission for my child to receive first aid, medical care by a doctor or hospital in the event of an accident.

I give/do not* give permission for their photograph to be taken for display in school, or used on the school website and social media accounts.

My child does / does not* have a pen friend.

If there is any medical information about your child which you feel we ought to know, e.g. allergies, medication needs etc. please specify below or request a confidential medical form to complete:

.....
.....
.....

Signed:Parent/Carer Date:

*delete as applicable



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