

26 September 2018

Dear Parent/Carer

Work experience in Germany, 16 – 23 February 2019

The German Department is pleased to draw your attention to an excellent opportunity to take part in a work experience programme in France offered by Halsbury Travel. The placement will provide your son/daughter with an invaluable experience and will give him/her the opportunity to practise his/her language skills and experience first-hand culture and life abroad. The work placements can be chosen from an extensive list, covering a wide range of areas and interests.

In the past seven years, students in Year 12 have availed themselves of this opportunity and have benefited considerably from the experience, not only linguistically but also in terms of their personal development. Although apprehensive at the beginning, they have found the experience extremely rewarding and good fun, and teachers have invariably noted an increase in their competence and confidence in the language. We would therefore like to offer the same opportunity to students of German. **The work experience programme is organised and supervised entirely by Halsbury Travel and they deal with all aspects of the trip.** The company is very well established and has over twenty years' experience in organising language and work experience placements. Your son/ daughter has been given a leaflet with details of the content of the programme and further information can be found on Halsbury's website via the following link www.workexperienceabroad.co.uk/germany. The code for the trip is **19AG**.

Parents enter into a contract directly with the company, and you should, therefore, satisfy yourself that all the arrangements, including safety issues, and supervision are adequate. Sir Thomas Rich's will be in regular contact with the group and the group leader, but the responsibility for running the visit lies with Halsbury who select and risk assess the placements, organise travel and accommodation and supervise the visit.

The cost of the trip will be **£699.00**. This includes return coach travel to Germany, half-board accommodation on three days and bed and breakfast on four days, transfers, group leader supervision, evening social programme, and travel and medical insurance. If a booking is made **by 31st October, then an Early Bird discount of £30.00 applies** bringing the cost down to **£669.00**. The trip does have the added benefit of taking place during February half term, so will avoid any disruption to lessons. A deposit of £75.00 will be required at the time of booking, which should be made online on the Halsbury website. The final balance is payable 12 weeks before the start of the trip. All money is paid directly to Halsbury and not to Sir Thomas Rich's.

We really hope that your son/daughter will be interested in taking part and that he/she will be able to take advantage of the opportunity to enhance his/her knowledge and experience of France through participation in the work experience programme. I would be really grateful if you could complete the attached slip by **Friday 5th October** if you wish your son/daughter to take part. I will then contact you again once I have more information.

If you have any questions, please do not hesitate to contact me on 01452 338400 or by email jkh@strs.org.uk.

Yours faithfully



Mrs. J. Hanson

Headmaster: M S R Morgan BSc (Hons), MA, FRGS

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TRIP LEADER:	Halsbury/JKH
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Sir Thomas Rich's School: Consent - Off-site Visits (inc. personal & medical information)

Please return to Mrs Testoni-Ranken, Head of German by Friday 5th October

The information being collected on this form is important to ensure that appropriate care and support is available for your child on school visits. We handle all data you provide to us in line with Data Protection Legislation and our own Data Protection Policy.

Description and date of visit:

Work experience in Germany, 16 – 23 February 2019

Name of student: _____ Form: _____

Parental consent

My child will be able to take part in the Halsbury work experience programme to Germany. I understand that the programme is organised entirely by Halsbury Travel.

Signature of Parent: _____ Date: _____

IF YOU WISH TO WITHDRAW YOUR CONSENT, PLEASE CONTACT trips@strs.org.uk.

Thank you.