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Tuesday 11 October 2022

Dear Parents and Carers,

**RE: Deposit for Art & Photography trip to Berlin February 2023**

I am delighted to offer our current Year 13 Art & Photography students the opportunity to travel to visit several galleries and experience the city of Berlin. This is a three-day, international trip from **Wednesday 8 to Friday 10 February**.

The trip includes the following:

- Return flights from Stanstead Airport (with a reliable airline to minimise the risk of flight cancellations) including 1 piece of check-in hold luggage each way
- Two nights' Bed & Breakfast accommodation
- Admission to East Side Gallery, Alte National Galerie, Berlinische Galerie, & Gemalde Galerie
- Airport Assistance & Transfer from Berlin Airport
- Travel insurance

The timeline for payments is outlined below:

Date	Payment Due
21 October	£150 Non-refundable deposit
6 January	£367
<b>Total Price</b>	<b>£517</b>

Parents and carers will need to provide money for food throughout the trip apart from breakfast. Your child will also require a valid passport and a travel card for the journey to and from the airport in the UK.

**We are now asking for your non-refundable deposit of £150, which you can pay on *My Child at School (MCAS)* to secure your child's place.**

Please also send a copy of the permission slip and a photocopy or photograph of your child's passport. This can be sent to Miss de Tscharnher Vischer via email to [idgetscharnervischer@thomastallis.org.uk](mailto:idgetscharnervischer@thomastallis.org.uk) or a physical copy handed in person.

If you are unable to meet the payment or have any questions about funding the trip, please contact Ms. de Tscharnher Vischer.

Yours sincerely,

Isabelle de Tscharnher Vischer

Progression Lead for the Visual Arts & Teacher of Art & Design

Please return the following permission slip to Ms de Tscharnier Vischer by October 17, 2022.

Art & Photography 3-day Berlin trip 2023

Name of Student: \_\_\_\_\_

Tutor Group: \_\_\_\_\_

Please tick the correct column	YES	NO
I give permission for my child to attend the above trip		
I will pay £150 non-refundable deposit by 21 October 2022		
I will pay the additional £367 by 6 January 2023		
My child's passport will still be valid on 10 February 2023		
I give permission for the teacher in charge to authorise any urgent medical treatment		
My child has a medical condition (outline below) which may affect them on this trip.		

Emergency contact number: \_\_\_\_\_

Signature of parent/carer: \_\_\_\_\_

Date: \_\_\_\_\_