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Tuesday 11 October 2022

Dear Parents and Carers,

RE: Expression of Interest in Art & Photography Berlin 3-day trip, 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 will enable students to experience the work of a wide range of artists, photographers and designers and prepare for their externally set assignments.

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, & Gemaldegalerie
- Airport Assistance & Transfer from Berlin Airport
- Travel insurance

The timeline for payments is outlined below:

Date	Payment Due
21 st October	£150 Non-refundable deposit
6 th January	£367
Total Price	£517

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.

At this stage we are asking for **confirmation of attendance on the dates stated** to gauge final numbers. Spaces are very limited so please make sure your child can attend. If you are unable to meet the payment or have any questions about funding, please contact Ms. de Tscharnner Vischer. A follow up letter will then outline the process for paying the deposit and outstanding balance. If you want your child to participate in this trip, please sign and return the permission slip below in person or via email to idgetscharnnervischer@thomastallis.org.uk

Yours sincerely,

Isabelle de Tscharnner Vischer

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

Please return the following expression of interest slip to Ms. de Tscharnier Vischer

Art & Photography Berlin 3-day trip, February 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: _____