

# Colchester Royal Grammar School

Lexden Road Colchester Essex CO3 3ND

Headmaster: K L Jenkinson MA

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February 2010

Dear Parent/Guardian

## German exchange trip to Weinheim March 22<sup>nd</sup>-29<sup>th</sup> 2010

Thank you for returning the questionnaires regarding pairings for the German exchange 2010-2011. These have now been sent to the German school and we should have details of a partner for your son in a couple of weeks' time. In the meantime, you may assume that he has a place on the exchange as our colleague in Germany has assured us that they have more applicants than places.

We are now writing to invite you to an information evening concerning this trip on Tuesday 23<sup>rd</sup> February at 7.15 p.m. in Room D. This is the day of the Year 10 parents' evening, so the school will be open anyway and the Year 10 participants in the exchange will already be on site, as will the teachers accompanying the exchange. As the parents' evening is scheduled to run from 4.30 to 7.30, we hope Year 10 exchange participants will be able to finish their appointments by 7.15 to join us for the meeting. It will be a valuable opportunity to outline the programme for the week in Germany, to clarify travel arrangements and to answer any questions you may have. Both teachers accompanying the exchange will be present. We will have some information about the area we are visiting for you to peruse and by then we should have details of the partners. Pupils will not be required to wear school uniform for this meeting.

Please do not wait for the meeting to check that your son's passport and EHIC card are both fully valid for the period 22<sup>nd</sup>-29<sup>th</sup> March. There are expiry dates on EHIC cards, so please check this as well as the passport. It is extremely useful in the unlikely event of having to seek any medical treatment while we are in Germany.

Finally, we would also like to collect in a further £60 to cover further expenses in relation to this leg of the exchange. Please make cheques payable to CRGS and return to us by half term (Friday 12<sup>th</sup> February) at the latest. The attached form should be returned with the cheque to let us know how many to expect at the information evening.

Yours sincerely

A. Hartford (Dr)

I. Sydenham

Ref: 290087

# Colchester Royal Grammar School

## German Exchange with Weinheim 22<sup>nd</sup>-29<sup>th</sup> March 2010

Please return this slip with the second payment of £60 to the post box at reception.

**Meeting for parents and participants Tuesday 23<sup>rd</sup> February 2010 at 7.15 p.m.**

Pupil's Name:

Tutor Group:

\* I/We, the parent(s)/guardian(s) of the above, \*am/are \*able/unable to attend the meeting on Tuesday 23<sup>rd</sup> February 2010 in Room D.

The total number of family members attending is: .....

\* Delete as applicable

Signed:

Parent/Guardian

Date: