



HEART OF ENGLAND

Creating Futures

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Principal:
Jacqueline Hughes-Williams

September 2018

Dear Parent/Carer

Re: German Exchange Thursday 13th December – Wednesday 19th December 2018

Overview of Trip

We have a longstanding relationship with Gymnasium des Main-Taunus-Kreis in Solihull's twin town of Main-Taunus-Kreis near Frankfurt, Germany. The exchange involves English students going to Germany in December and staying with host families; we then host the German students 4th April – 10th April 2019. Last year we had 17 pairs of exchange partners and I am hoping for more this year! There are spaces available for both girls and boys.

Itinerary Information

We will be going to Germany on Thursday 13th December flying from Birmingham Airport to Frankfurt Airport where the School / German families will meet us. From Friday evening until Monday morning the students will spend the weekend with their German host family. The rest of the time will be spent in lessons with the German students and sightseeing in the local area. We will return on Wednesday 19th December arriving back to Birmingham Airport during the day.

Your Commitment as a Host Family

Taking on the role as a host family is significant but it is something that those who have done this in the past have enjoyed; equally the German students whom we have hosted have always been very positive about their experience. The introduction of the 2018 'Keeping Children Safe In Education' means that we are obliged to complete a DBS (Disclosure and Barring Service) check on anyone hosting a child, including any and all individuals over the age of 16. We will ensure that anyone participating has the appropriate links to complete the online form and we will administer the identification checks with the aim of limiting any inconvenience.

Cost and Payment information

The cost of the exchange visit will be £375.00*

Once we have received the reply slip from you we will send you an email to confirm your child's place and a ParentPay account will be activated in your child's name. To make the expense of the trip more manageable we will collect the money in instalments; we will however require a **non-refundable** deposit of £125.00 by Monday October 1st 2018. We will be booking the flights to Germany as soon as possible and **please note that once flights are booked the places are non-transferable.**



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Full and final payment for the visit will have to be made by 1st December 2018. Please look for **German Exchange 2018 – 2019** in ParentPay.

We have the following suggested instalment plan:

- £125.00 deposit paid by 1st October 2018
- £125.00 by 25th October 2018
- £125.00 by 1st December 2018

* please note the final price for the visit will be confirmed once final numbers are known and any surplus will be carried forward to the return visit in April 2019.

PLEASE NOTE

Failure to pay the full balance of the trip before departure date will mean your child will not be able to participate on the trip and may forfeit all payments.

Next Steps

If you wish your son/daughter to participate on this exchange, please complete and return the following to Ms Chauhan:

- Detailed consent form
- Full passport information

On previous exchange visits we have matched students with similar interests and if you wish us to try and do this again for your child we require the enclosed 'Personal Information' form completing and returning with a passport sized photo. Once students have been matched, you can start to write, e-mail or indeed phone/text each other.

Yours faithfully

Ms S Chauhan

Trip Leader