



June 2019

Dear Parent/Carer

## **History Study Tour to Berlin – Monday 17 to Wednesday 19 February 2020**

The History department is planning a study tour to Berlin during February half term next year, from Monday 17 to Wednesday 19 February 2020. This will be a guided tour where we will visit many places of historical interest with a focus on the Third Reich and the Cold War eras. This visit will enhance the historical knowledge and understanding of students and will complement the GCSE and A Level History courses which the students are studying. Along with the guided tours of Berlin, the tour will involve a day trip to Sachsenhausen concentration camp. The full itinerary will be sent out nearer the time of the visit.

The cost of this trip will be in the region of £395, subject to student numbers. The exact price will be finalised once flights have been booked. This cost includes coach transfers (including return fares to and from the airports), flights, half-board hotel, travel around Berlin, travel insurance (claims subject to policy excess), a 24 hour emergency contact service and entrance to all field visits. As accommodation is half-board students will need extra money for lunches. Students will need a passport valid until 19 August 2020 (ie six months after the date of return), and may also require a valid European Health Insurance Card (EHIC).

**In order to secure a place for your son/daughter on this trip, please return your signed permission slip to the Finance Box as soon as possible (to give all students an equal chance, emails or phone calls will not be accepted). We expect this History trip to be popular: spaces are limited and will be allocated on a first come, first served basis on receipt of your slip. Please note that priority will be given to students who have not previously been on the History study tour to Berlin.**

If you are successful in securing a place for your son/daughter you will be notified by Wisepay email. A non-refundable deposit of £150 will then be required by Friday 28 June, followed by the following payments:

£100 by Friday 6 September

£100 by Friday 6 October

Balance (estimated cost £45) by Friday 2 November at the latest.

Payment may be made by WisePay (our preferred option) or by cheque payable to Ashlyns School.

If, at any stage, you withdraw your child from the trip for any reason not covered by an insurance claim, or your child leaves Ashlyns, or is withdrawn by the school due to serious behavioural issues, then the cancellation charges laid out by the travel company will apply and you may be subject to an additional cancellation charge over the cost shown above. These cancellation terms are available to view on request.

In cases of genuine financial hardship, please return your permission slip as soon as possible and contact Mrs Amamou in the Finance Office, in confidence, by Wednesday 19 June at the latest.

If you have been accepted on to the 16-19 Bursary Scheme, and would like to discuss possible funding, please return your permission slip as soon as possible and also contact Mrs Wilson in the Finance Office, in confidence.

Yours sincerely

David Church  
Head of History

---

**History Study Tour to Berlin – Monday 17 to Wednesday 19 February 2020 –**

Please return to the Finance box outside the staffroom as soon as possible to secure a place. Please note WisePay will NOT be available until places have been allocated.

Student Name\*: \_\_\_\_\_ Form: \_\_\_\_\_

Nationality\*: \_\_\_\_\_ Date of Birth\*: \_\_\_\_\_

\* Exactly as shown on passport

I give permission for my son/daughter to take part in the History study tour to Berlin from Monday 17 to Wednesday 19 February 2020.

I wish to secure a place and if successful will pay the deposit via WisePay or by cheque (payable to Ashlyns School) by Friday 28 June at the latest.

I wish to reserve a place and will contact the Finance Office to discuss financial hardship or Bursary funding by Wednesday 19 June.

Signed: \_\_\_\_\_ (Parent/Carer) Date: \_\_\_\_\_