

Glenlola Collegiate School

2 Valentine Road, Bangor, Co Down, Northern Ireland BT20 4TH
Tel: 028 9147 5340 Fax: 028 9147 5345
www.glenlola.collegiate.net info@glenlola.collegiate.bangor.ni.sch.uk
Headmaster: W E Thompson BSc MSc MEd PGCE PQH(NI)



10th October 2019

English trip to London: 22nd to 25th October 2020

Dear Parent/Guardian,

The School is planning a four-day trip to London during October 2020. The basic cost of the trip is estimated at £550 and includes:

- Return flights from Belfast;
- Bed and breakfast accommodation;
- Activities including a guided tour of Shakespeare's Globe Theatre, a theatre performance (show TBC), an excursion to The Making of Harry Potter, a walking tour of London, a trip to the London Eye, a river cruise on the Thames, and a trip to Covent Garden;
- Coaches to and from the airport, and to and from Warner Bros. Studios in Leavesden;
- Fully comprehensive travel insurance.

Extra costs will include:

- Money for lunches and dinner;
- Money for public transport while out and about in London;
- Spending money.

It is our intention to initially offer places to those pupils in Years 12-13 who currently study, or are interesting in studying English Literature and/or Theatre Studies for A Level. If the number of places are not taken by pupils in Years 12-13, places will be offered to pupils currently in Year 11. Places will be allocated upon payment of a £50 non-refundable deposit. Please see information regarding further payments overleaf.

N.B. If the trip is over-subscribed, pupils' conduct, attendance, contribution to School Fund and punctuality will be considered. If necessary, a final random and independent selection will take place. If your daughter/child does not return to study at Glenlola Collegiate after GCSE or AS examinations their position on the trip will be annulled and the deposit lost.

If your daughter/child would like to secure a place on this trip, they must bring a £50 non-refundable deposit, signed slip (overleaf) and photocopy of their passport/driving license, to U20 no later than 12:30pm on Monday 21st October.

If the trip is over-subscribed, and your daughter/child does not gain a place, they will have their deposit returned.

If you have any queries regarding the trip, please contact me on 02891 475340.

Yours sincerely,

E Graham

Mrs E Graham
Head of English and Drama

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Financial Details

The initial deposit for the London trip will be £50 which will be required to secure your daughter/child's place. The following payments will be required prior to departure:

- Payment 1 (deposit) – £50 – paid before 21st October 2019;
- Payment 2 – £100 – paid before 31st January 2020;
- Payment 3 – £100 – paid before 29th February 2020;
- Payment 4 – £100 – paid before 31st March 2020;
- Payment 5 – £100 – paid before 30th April 2020;
- Payment 6 – £100 – paid before 29th May 2020.

Cash payments are requested as the school has to pay bank charges for each cheque lodged. Should you wish to pay by cheque please add an additional 90p to each payment. Cheques should be made payable to **Glenlola Collegiate School**. If you prefer, you may wish to pay for the trip in one installment. If this is the case please ensure that this is paid by 31st January 2019.

Please be aware that in the unlikely event of your daughter/child being unable to take up their place on the trip (for example, if they are not offered a place to study A-levels in Year 13 and 14), any deposits/monies paid are non-refundable unless a member from the reserve list is available to replace them.

The travel company provide free staff places for every ten pupils travelling. As a result, pupils do not contribute towards the cost of staff places.

We hope this information is helpful and would like to thank you in anticipation of a prompt response to our payment request. Should you have any queries, please do not hesitate to contact Mrs Graham on 02891 475340.

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Slip for London 2020

FAO: Mrs E Graham

Pupil Name: _____ Form class: _____

*My/Our *daughter/child requests a place on the trip to London. *I/We enclose a non-refundable deposit of £50 and photocopy of their current passport/driving license. *I/We understand that, if over-subscribed, more senior year groups will be considered first and pupil conduct, attendance and other relevant factors will be taken into account. Following this, if necessary, places will be allocated following a random, independent selection. *I/We understand that should *my/our *daughter/child not continue with their studies in Senior School then any monies already paid to the travel company will be non-refundable. (*delete as appropriate).

Signed _____

Date _____