



# Sutton Coldfield Grammar School for Girls

31<sup>st</sup> January 2018

Dear Parents/Carers,

We are very much looking forward to taking your child to France on the Paris study tour in July and we thank you for your payments to date.

As stated in the first letter, the tour cost is £398.00 and the final balance will be required by **Friday 20<sup>th</sup> April 2018**. The preferred method of payment for this trip is via our Online Payments System. Cheques are still accepted in the Business Office and should be presented in a sealed envelope labelled with your child's name, form and the title of the trip '**Year 9 French Study Tour 2018**'. Cheques should be made payable to Sutton Coldfield Grammar School for Girls.

It is at this stage that I would also like to remind you of the importance of ensuring that your child has a valid passport and EHIC card to travel. Some parents have, in the past, underestimated the length of time it has taken for these documents to arrive if they have needed renewing. The Passport Agency, in particular, experiences a greater demand in the spring/summer. The EHIC card can be obtained online ([www.nhs.uk](http://www.nhs.uk)) or by filling in a form at your local Post Office.

If you require any further information, please do not hesitate to contact me.

Yours faithfully,

Miss L Booker  
Head of French

Headteacher: Dr Barbara Minards

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