

SOUTHEND HIGH SCHOOL FOR BOYS

ACADEMY GRAMMAR SCHOOL

Prittlewell Chase, Southend-on-Sea, Essex, SS0 0RG
(01702) 606200 enquiries@shsb.org.uk www.shsb.org.uk

Headteacher: Robin M Bevan MA MEd PhD FRSA



June 2023

Dear Parent(s),

RE: Cern trip, 17th January – 19th January 2024

Thank you for your recent deposit payment. I am pleased to confirm that your child has secured a place on the Cern Trip.

As with any school trip, please note that when on the trip, all pupils are bound by the regulations in the school's Code of Conduct for Trips and Visits. Please review these regulations via the link below and ensure that your son/daughter is aware of, and committed to, the required standards of behaviour.

<https://www.shsb.org.uk/attachments/download.asp?file=1070>

After the deduction of the deposit, £410 remains to be paid. This will be collected in instalments as per the schedule shown below, which is in keeping with the information provided on the initial deposit letter:

Instalment 1: Due by Friday 7 th July 2023	£205
Instalment 2: Due by Friday 22 nd September 2023	£205

Please make these payments via Wisepay, you will find the payment option under the 'Trips and Visits' tab on your Wisepay homepage. Should you encounter any difficulties in making your payment, please contact Mrs Howley in the Finance Office.

Please be aware that, since this booking has now been made, the tour company's cancellation policy applies. Should your child wish to withdraw from the trip at any stage going forward (disinclination to travel), this policy will dictate the level of refund possible.

In order for the tour company to book flights and accommodation, we need to provide them with passport and personal details. Any information we collect from you and provide to WST will be handled in accordance with WST Travels privacy policy, a link to which can be found here:

<https://www.wsttravel.com/privacy-policy/>



Please find a link to a form below which requests details which are needed to process our booking, these details will be shared with WST. Kindly ensure that this form is completed by Wednesday 21st June 2023:

<https://forms.office.com/e/tuMkRYYetg>

In the autumn term you will be contacted again with a request to complete an offsite visit form, these are details which are required, and held, by SHSB.

Please do not hesitate to contact me if you have any queries.

Yours sincerely,

Miss Heggie & Mr G Baker
Teachers of Physics