

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



September 2023

Dear Parent(s),

RE: Year 13 Berlin Trip, 17th – 19th January 2023

I am pleased to confirm that your child has successfully got a place on the Berlin trip in January.

As with any school trip, please note that when on the Berlin 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 child is aware of, and committed to, the required standards of behaviour before paying your deposit.

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

We are pleased to share that after additional negotiations with the tour company and confirmation of our flight costs, the final cost of the trip is now **£620** per student. This means that the payment schedule for the remaining payments will be as follows:

Payment	Due Date
£200	Thursday 28 th September 2023
£220	Thursday 26 th October 2023

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 Wightman in the Finance Office.

Please be aware that, once this booking is confirmed, 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.

If you have any further queries or concerns, please do not hesitate to contact us via the school's enquiries email.

Yours sincerely,

Mr E Sainsbury
Leader of PSHE
Teacher of Politics and Citizenship

Mrs H Foley
Teacher of History

