



Eastbrook Primary Academy

Headteacher: Mrs J Sherlock

Tel: 01273 874050

Email: office@eastbrook.w-sussex.sch.uk

Website: www.eastbrook.w-sussex.sch.uk



18th January 2016

Dear Parents and Carers,

The French trip is fast approaching and £350 needs to be paid by April. If there are problems please contact the school office. Date of trip: 20th - 23rd May 2016.

There are several things that need to be organised at this stage.

The children do not need individual passports as they travel on a group passport. The children also carry identity cards whilst in France. A passport size photograph is needed for the identity card. Please would you obtain one photo for your child and **write on the back of the photo, your child's name, place of birth and their date of birth**. The photo booths at Tesco's provide photos of the correct size.

You also need to apply for a free **European Health Insurance card** as soon as possible. You can apply on line (just type in European Health Insurance card) or apply by phone 0300 330 1350. You will need to know the child's NHS number and give their date of birth and name. It is important that you **apply now** as it will take 4-6 weeks to get the card and **your child will not be able to go to France without it**.

Please also complete the attached form and return with the photograph. This information is required for the collective passport and the student ID card. **Without this information your child will not be able to travel**. If your child was born outside the UK please ask at the office for a separate form.

There will be more information about the trip and a meeting for parents, nearer the date of the trip but in the meantime please would you organise the things above and let me have the photo and Nationality questionnaire **by Friday 29th January**. I will also need the European Health Insurance card as soon as it arrives. If you need it for another holiday before the French trip, please let me have a photocopy of the card so that I know you have one.

Yours sincerely

Mrs V Blackmer

School Office



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