

«Home_salutation»

«Address»

18th April 2017

SDL/JHW/V102

Dear «Home_salutation»

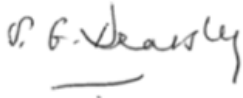
Re: Barcelona 2017

In preparation for this trip please could you send me by email, or by completing the form below, the following passport and other information and return to me by Friday 28th April 2017.

Please may I remind you that the balance of payment for this trip should be paid by Friday 5th May 2017. If there are any problems, please contact me as soon as possible.

I will write again to confirm a date when we will have a parent/student meeting giving final details of this trip. It will take place towards the end of June.

Yours sincerely



Stewart Dearsley

Director of Learning MFL

Stewart.dearsley@leighacademy.org.uk

«Forename» «Surname» Year «Year» «Code»

The Leigh Academy

Please return via email to Stewart.dearsley@leighacademy.org.uk
Or, return to Mr Dearsley at The Academy by Friday 28th April 2017

Barcelona 2017

Full Name of your child:		
Passport Number:		
Passport issue date:		
Passport expiry date:		
Nationality:		
Any special care requirements (eg. Vegetarian):		
Any medication / medical conditions (which may have changed since the initial papers were completed):		
Signature:	<i>Parent/Carer</i>	Date:
Student Name:	College:	Tutor: