

KDA/srh
3 January 2018

Dear Parent(s) / Carer(s)

**Trip No: 4075 - Optional Residential Overseas Trip Out of School Time
Years 9 10 and 12 Creative Arts Trip to Los Angeles, USA in February Half Term 2019**

We are currently organising a trip to Los Angeles. The trip is open to all students currently in Years 9, 10 and 12 who will be studying Drama, Music, Dance, Art and Design or Photography next year. It will take place during February Half Term in 2019, flying out on Monday 18th February and returning on Friday, 22nd February 2019 and will cost £1,542.00 per student.

We will be staying in the Sportsmen's Lodge Hotel in LA, which is located minutes from Hollywood and Universal Studios. Accommodation costs are based on two students sharing a single sex room with two doubles; a small supplement may apply if numbers do not work out. All rooms have private facilities, TV, telephone and air conditioning. Much of our itinerary has been organised to incorporate the interests of students studying Creative Arts subjects, but they also include visits and activities we consider essential to any LA experience.

Our package, which is for six days and four nights (one overnight journey) and includes:

- Return coach transfer from The John Warner School to Heathrow Airport
- Return flights between London Airport and Los Angeles International Airport
- Item of checked baggage per person and one Item of hand luggage per person
- Four nights' accommodation on a half board basis
- All lunches en route
- All coach transport in Los Angeles
- Airport transfer in Los Angeles
- Travel insurance
- Chinese theatre tour, on the Hollywood Walk of Fame
- A trip to the famous Hollywood Sign!
- Hauser and Wirth Art Gallery Visit
- Entrance to Universal Studios Hollywood
- Visit to Getty Centre

Please be aware that all students will be required to have a valid British Passport and will be required to obtain travel authorisation using the Electronic System for Travel Authorisation (ESTA) once the trip has been confirmed. This must be completed online by each individual passenger and the cost is \$14 per person. You must obtain this authorisation in addition to the submission of passport information, which is still required. Each individual traveller must register on-line on the following website <https://esta.cbp.dhs.gov/esta>.

No students will be able to travel without proof of authorisation. It is essential that parents of students who do not hold British Passports check their son/daughter's visa status with the relevant embassy prior to sending in a deposit.

Please be aware that flight costs can be affected by increased fuel costs, which are beyond our control. Should this occur, we will have to pass any extra costs on to parents.

If you would like your son/daughter to participate in this trip, please send a non-refundable deposit of £275.00 by 19th January 2018 and the remainder paid in instalments as follows:

Instalment	Amount	Payment Due Date
Deposit	£275.00	Friday 19 th January 2018
2 nd Instalment	£275.00	Monday 26 th March 2018
3 rd Instalment	£275.00	Monday 21 st May 2018
4 th Instalment	£275.00	Friday 29 th June 2018
5 th Instalment	£275.00	Wednesday 26 th September 2018
Final Instalment	£167.00	Monday 5 th November 2018
Total Cost	£1542.00	

If you would like your son/daughter to go on this optional trip, **please complete the [consent and payment form](#) which is also available on the school's website** or return the slip attached to this letter indicating your preferred method of payment. Please note that all trips will be allocated on a first-come, first-serve basis, places will not be confirmed until your payment is received, and therefore we recommend that you respond as soon as possible. All cancellations must be provided in writing to the Finance Office. Once confirmed you will be liable for all costs incurred by the school up to the point of cancellation.

Please be aware that the school reserve the right to refuse a place on this trip for any pupil whose attendance falls below the acceptable level and/or their behaviour has been a cause for concern. In line with our School Trips Policy, if there is a need to contact your child while they are out of school, please phone Mrs Sally Pringle on 07938 225451 or Mr Oliver Price on 07925019743.

Yours faithfully

Mrs K Dean-Arshadi
Subject Leader for Drama

Mrs G Knights
Assistant Head: Director of Finance &
Resources

Encl

Reply Slip

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If you wish to complete this reply slip electronically, then please complete the [consent and payment form](#) available to download from the school's website.

Student's Name: _____

Form: _____ Date of Birth: _____

Does your child suffer from any medical conditions? Yes No

Will this medical condition affect them taking part in the activities? Yes No

If yes, please give details including treatment that they currently receive for this/these medical conditions: _____

Enter any known allergies to drugs, medicines or food and/or special dietary requirements: _____

Has your child been immunised against tetanus? Yes No

Please provide us with two emergency contact numbers:

Number: _____ Relationship to Student: _____

Number: _____ Relationship to Student: _____

For overseas visits only, please confirm that you have included:

Copy of Passport included Yes No

Declaration

I agree to my child taking part in the above mentioned visit and to their participation in the activities to be undertaken during the day. I support the need for obedience and responsible behaviour on their part.

To the best of my knowledge, my child is not suffering from any medical condition that makes them unfit to participate in this visit. I agree to my child receiving medical treatment as considered necessary by the medical authorities present.

Payment Method – £275.00 Non-refundable deposit

<input type="checkbox"/> Wise Pay (via Internet) ¹ Preferred payment method	<input type="checkbox"/> Debit or Credit Card ² Contact the Finance Department	<input type="checkbox"/> Cheque ³ Cheques payable to The John Warner School	<input type="checkbox"/> Cash ⁴
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¹ If Wise Pay is showing that the trip is full, please contact the Finance Department in the first instance.

² If you wish to pay by Debit or Credit card directly rather than through Wise Pay, then please call the school and ask to be transferred to the Finance Department.

³ If paying by cheque, please ask your son/daughter to hand payments to the finance office.

⁴ If paying by cash we request that Parents/Carers deposit monies personally at the school office during working hours.

All outstanding payments must be with the school a minimum of four weeks prior to the start date of the trip unless an earlier payment date is stated on the original letter.

Signed: _____ **Date:** _____
Parent / Carer