

Principal: Mark Woodhouse

Brandon Road  
Swaffham  
Norfolk  
PE37 7DZ  
T: 01760 721480  
E: [office@tnha.org.uk](mailto:office@tnha.org.uk) <http://tnha.org.uk/>



11<sup>th</sup> September 2019

Dear Parents/Carers

**Trip to Paris, France - 3 nights/4 days  
22<sup>nd</sup> – 25<sup>th</sup> June 2020**

I am writing to remind you that the second deposit for the Paris trip is due shortly and also to request some key information that I need for the travel company.

The next payment is due on school money as per the schedule below:

|   |   |   |
|---|---|---|
| 1 <sup>st</sup> Deposit - £75.00<br>21 <sup>st</sup> June 2019<br><b>Paid</b> | 2 <sup>nd</sup> Deposit - £80.00<br>20 <sup>th</sup> September 2019<br><b>DUE</b> | 1 <sup>st</sup> Instalment - £75.00<br>22 <sup>nd</sup> November 2019 |
| 2 <sup>nd</sup> Instalment - £75.00<br>21 <sup>st</sup> February 2020         | 3 <sup>rd</sup> Instalment - £50.00<br>20 <sup>th</sup> March 2020                | Final Instalment - £34.00<br>24 <sup>th</sup> April 2020              |

Please return the attached form with key information required for the trip, along with a photocopy of your child's passport that shows their details. If your child has a non-British/non-EU passport we may need to look at the visa requirements.

Ordinarily I would also ask that you ensure your child has a 'European Health Insurance Card' (EHIC), although with the uncertainty around the outcome of BREXIT we will need to wait until there is clarity about requirements later in the year.

In the meantime, if you have any queries please do not hesitate to contact me,

Yours sincerely

**Steven Hatfield**  
Head of Creative Arts

## Student Information

### Trip to Paris, France - 3 nights/4 days 22<sup>nd</sup> – 25<sup>th</sup> June 2020

|  |  |
|--|--|
| <b>Parent/Carer name</b>   |  |
| <b>Contact details</b><br><i>(phone number)</i>                        |  |
| <b>Students full name</b>  |  |
| <b>Date of birth</b>   |  |
| <b>Student age on the date of travel</b>                               |  |
| <b>Nationality on the passport</b>                                     |  |
| <b>Passport number</b>   |  |
| <b>Passport expiry date</b>  |  |
| <b>Dietary requirements</b><br><i>(allergies etc...)</i>               |  |
| <b>Medical conditions</b><br><i>(including details of medications)</i> |  |
| <b>Special educational needs</b>                                       |  |