

December 2019

Dear Parents / Guardians

German Exchange 2019

We are pleased to be able to offer your daughter the opportunity to take part in the 2019 German Exchange. We have long-standing links with the St.Franziskus Gymnasium, a girls' secondary school in Kaiserslautern.

We are offering this visit to pupils from Years 9 and 10. There are 20 places available for Presdales School pupils. If we receive more requests than we have places for, then all names will go into a draw which is the school trips policy. We will do our best to match English and German pupils according to interests. The German pupils are coming to Presdales first from Thursday 28th March until Thursday 4th April 2019. Whilst here, they will follow a full programme of events and activities, going out on excursions during the day and spending the evenings and weekend with your family.

Your daughter will return to Kaiserslautern to stay with her German partner from Thursday 19th September until Wednesday 25th September 2019. Whilst there, we will also go out on excursions during the day and the pupils will spend the evenings and weekend with their exchange family. The visit includes trips to the famous university town of Heidelberg and the ancient Roman town of Trier. We will, of course, have a good look around Kaiserlautern which is situated in the west of Germany between the Rhine and the French border in the "Pfalz" forest, a romantic part of the German countryside, famous for its wooded hill tops and ruined castles. This short stay in Germany allows our students to sample school and family life, to practise the language skills learnt in the classroom and, above all, to extend their vocabulary beyond what is taught in the classroom. For further information on this area please see www.Kaiserslautern.de.

We estimate that the cost of the trip will be **approximately £390**, depending on numbers and cost of flights. This includes the return flight to Frankfurt, transport to and from the airport, insurance and various trips whilst in Germany. The dates could vary slightly according to suitable flight bookings.

If you wish your daughter to take part in the German Exchange, could you please fill in the reply slip below and return it to Mrs Eyre in the main school office by **Friday 16th January 2019** with a deposit of **£50**. Payment should be made as an online debit or credit payment through the Wisepay payment portal, accessible through a link on the school website.

If there are any difficulties making this payment by Friday 16th January, please do not hesitate to contact me. Please be aware that your daughter will need her own up-to-date passport and EHIC (Health Insurance Card).

We have been advised by Hertfordshire County Council that in order to comply with the most recent guidance on safeguarding children, all Presdales School host families will be DBS checked. We have also been advised that contact must be established between the exchange partners and their parents (via email or by phone) prior to the arrival of the German party and

we will be asking Presdales School host families and their partner host families in Germany to complete a home agreement form.

I shall write to you shortly confirming whether or not your daughter has secured a place on the exchange. Further information regarding the schedule of payments as well as the date for the Parents' Information Evening will follow in the New Year. Should you have any further questions at this stage, please do not hesitate to contact me at school.

Yours sincerely,

Mrs M Yates
German Exchange Coordinator
Head of German
Head of Faculty for Modern Languages

Please return to Mrs Eyre in the main school office by **Friday 16th January 2019**

German Exchange 2019

I/We would like my/our daughter _____ Form _____ to take part in the 2019 German Exchange to Kaiserslautern and agree to make a non-refundable deposit of **£50**. I will pay via Wisepay payment portal, accessible through a link on the school website.

Parent /Guardian name: _____

Address: _____

Telephone: Home _____

Work _____

Signed: _____ (Parent / Guardian)

Date: _____