

Ref. JCO  
21 October 2020

Dear Parent/Carer

### **Easter Skiing trip– Bormio, Italy 2022**

I am very happy to inform you that plans are well underway for our upcoming Skiing tour to Italy. The trip is now going ahead during the Easter holidays 2022 with 28 students, 3 staff members and a representative from Ski and Sport travel group. Thank you to all parents and carers for your understanding during these unprecedented times and unanimously agreeing to defer the international tour to the Easter holidays 2022.

I would like to thank you for your recent payments, your balance should now be £420. I can confirm this has now been processed and sent to our tour operator, 'Ski and Sport', to enable our flight booking to be secured. I must remind you that you have now entered into a payment agreement meaning this and all future payments are **non-refundable**. Failure to meet the payment deadlines outlined below could result in your child losing their place on the trip. We really do not want this to be the case and ask that where meeting the deadlines presents an issue, you contact me at the academy as soon as possible. The Principal's decision on such matters will be final.

The new payment plan can be found below. The deadlines have been set by 'Ski and Sport' and are therefore non-negotiable. At any time should you wish to discuss payments, please contact the Finance Office on 0114 235 8120, option 4.

<b>Payment plan</b>	<b>Amount</b>
Friday, 12 February 2021	£110
Friday, 25 June 2021	£110
Friday, 16 October 2021	£100

The remaining balance of the trip may be paid off in instalments as outlined above, or in smaller, more regular payments **provided each instalment has been paid by the deadline given**. All payments should now be made via our online payment system [www.ipayimpact.co.uk](http://www.ipayimpact.co.uk)

Due to our current Y11 students unfortunately no longer being able to attend the trip, we now have places available. If your son/daughter has a friend that attends the Academy and would like to join us please ask them to come and see me in school and we can arrange a payment plan.

Students will need their own valid Passport to travel which will be checked by the academy in advance of our departure. It is the responsibility of the student's parent/carers to ensure this. Included within the trip cost is travel insurance. We are unsure if European Health Insurance Cards ('EHIC') will still be valid at the time we travel. Once we know for certain, I will let you know if your son/daughter will require an EHIC.

If you haven't already I now require you to provide the academy with a photocopy of your son/daughter's Passport. The photocopy should be taken directly to the Finance Office. Alternatively, please take your child's original Passport to Visitor Reception where a member of staff will take a photocopy and pass to the Finance Office on your behalf.

I aim to keep you regularly informed of the tour's developments by letter, but also recommend you to follow the academy's Twitter page '@OutwoodCity' as well our website for regular updates. I would like to take this opportunity to remind you of a date for your diary:

- **Thursday, 10 February 2022** will be our final Parent Information Evening at which we'll discuss the essential items students will need to pack as well as final arrangements for travel.
- **Your child's original Passport** will be collected on this final Parent Information Evening but feel free to provide this important document sooner if you wish.

Please contact me at the academy should you wish to discuss the trip.

Yours faithfully



Mr James Colliver  
**Associate Assistant Principal**