March 2017

Dear Parent/Guardian

**ERASMUS+ Project Student Mobility to Lesvos, Greece**

I am delighted to report that Tendring Technology College has secured funding towards a transnational project. ERASMUS+ is a European funded project which makes it possible for schools from different participating countries to work together, to develop, share and transfer best practices. TTC is part of the two-year project titled ‘Every Child Matters - Refugees and Immigrants in Education’ which aims to address key values of social justice, fairness and diversity. We are working with European partners from: Adana in Turkey, Palermo (Sicily) in Italy, Petra (Lesbos) in Greece and the Lousado in Portugal.

I have chosen **<student name>** to be part of the first student mobility which takes place in Lesvos between 14th and 20th May 2017. There are two teachers accompanying three selected students that will represent TTC. If you do not wish **<student name>** to take part, please advise me as soon as possible.

We will be flying first to Athens with RyanAir and then internal flight from Athens to Mytilene. The dates are from **Sunday 14th May and return on Saturday 20th May.** I will be writing to you at the later date with further details about flight times.

The ERASMUS+ funding allows students to travel and stay at reduced cost thus the trip requires additional funding and I am asking you to contribute £155 towards this trip. No student will be penalised on the grounds of financial difficulty. Please contact me if there are difficulties with the contribution.

While at the Students will have opportunity to stay with the host families. Please discuss this with **<student name>** and state this in reply slip.

I would like to point out that as with all school trips elements of risk are possible and therefore, we expect students to behave in a manner which minimises risk. On the visit students will be expected to follow the College Code of Conduct.

As part of the booking procedures, the airline requires the names and date of birth and passport details. Please will you write your child’s name, date of birth on the attached slip as it appears on the passport and return it with the contribution. You will need to ensure that **<student name>** has a valid European Health Insurance Card before travel. Follow the website for more information https://www.gov.uk/european-health-insurance-card.

If you have any questions, please contact me.

Yours faithfully



Mrs V Burley

**KS3 Humanites Co-ordinator**

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To: Mrs V. Burley

Student’s Name as in the passport (please write clearly) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Passport number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Nationality \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Expiry Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Issued by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I am including the contribution towards the trip to Lesvos, Greece. I enclose a cash/cheque for £155.

I **would/would not** like my son/daughter stay with the host family.

I understand that should I cancel this place after a booking is made by the College on my behalf, the College will not be able to make a refund where it is liable to pay for services/transport etc. that have been booked.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Parent/Guardian