

Dear Parents/Carers

I am really pleased to confirm your child's place on this year's football tour. These trips have been a major success each year and we have no doubt this year will be bigger and better than before. We are still getting confirmation of final details as flights and hotels become available and we work out what is best in order to maximise our time away.

It is really important that the payment plan is followed so we can pay the instalments to the travel company. If you are finding it difficult, please contact Cheryl Jones on [cjones@sdcc-smhc.net](mailto:cjones@sdcc-smhc.net) in order to discuss your options. We are looking to take around 40 students this year and have three teams.

Please be reminded that your child requires a passport with at least 6 months remaining from its expiry date. Now would be a good time to get one in order to be on the safe side. Also ensure your child has a GHIC card which is free and you can apply at <https://www.gov.uk/global-health-insurance-card>.

**Schedule of payments**

Due Date	Payment amount	Remaining balance	Refund
November 30th 2023	£100	£500	
December 29th 2023	£100	£400	
January 31st 2024	£100	£300	<i>Half payment of full amount to be paid by the college at this stage. All monies paid to this point is non refundable</i>
February 29th 2024	£100	£200	
March 29th 2024	£100	£100	
April 30th 2024	£100	£0	No refund will be issued following full payment <i>The full payment of the trip will be paid by the college 8 weeks prior to the travel date. No refunds will be issued following this payment</i>

**Nb. It is recommended that you take out personal travel insurance in the event you withdraw from the trip following the final payment.**

Thank you for your ongoing support that you give for your son/daughter and Stoke Damerel Community College and if you have any questions please do not hesitate to get in touch.

Yours faithfully

Mr D Cole  
Senior Assistant Headteacher  
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