RESILIENCE · RESPECT · INTEGRITY · COMMUNITY
The Ongar Academy, Fyfield Road, Ongar, CM5 0AN
•••
Tel: 01277 500990
Email: communications@theongaracademy.org
Website: www.theongaracademy.org
Headteacher: Mr. J. Sands
Deputy Headteacher: Ms. R. Gilbert

October 2024

Dear Parents/Carers

GCSE History/German Trip to Berlin, Tuesday 8th to Friday 11th July 2025

I would like to offer your son/daughter the opportunity to take part in an exciting trip to Berlin. This trip is available to all Year 10 students who are currently studying History and/or German for GCSE. This trip aims to broaden students' cultural awareness of Germany as well as helping them secure and consolidate their knowledge of German history and giving them the opportunity to practise some of their German speaking skills. We will be working with Anglia Tours who specialise in educational trips abroad and are a recognised operator by Essex LEA. This is an exciting opportunity for students who have displayed an interest in improving their knowledge and awareness of Germany and will also offer an insight into the vast history that Germany and in particular Berlin has to offer.

Travel to/from and around Berlin

We will travel to Berlin by plane from one of the London airports. It is hopeful that we will travel from Stansted but this could change dependent on flight availability and airline schedules. We are likely to leave school very early on the first day of the trip to arrive in Berlin later that day and to take full advantage of time spent there. Transport around Berlin will be by train and underground and is all included in the price of the trip. Please note: even though the dates at the top of this letter are our preferred dates of travel, there may be some slight alterations to the finer details, and I will always ensure you are made aware of any changes as soon as possible.

Costs and information

The cost of the trip will not exceed **£1000** per student and this includes all travel (including flights, baggage, and travel in Berlin), accommodation, breakfast, lunch and evening meals, all visits and excursions, insurance and administration costs, and a tour guide from Anglia Tours.

During our time in Berlin we will visit a range of historic and cultural sites, including Sachsenhausen Concentration Camp, Holocaust Memorial and Museum, East German Museum, a walking tour, a visit to a traditional German restaurant, a game of bowling and much more.

Students will need valid UK/European Union passports and Global Health Insurance Cards. EHICs/GHICs are free and to apply for one go to www.ehic.org.uk or alternatively you can call on 0300 330 1350. The cost of the trip does not allow for visas or passport applications. All passports must be valid for at least 3 months **after** the return date. Any students with a passport issued from a country outside of the UK or EU may need a visa to travel, and therefore it is important you contact me to inform me if this is the case.

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Accommodation and meals

We will be staying in a youth hostel located in central Berlin. Students will be required to share rooms, and these will be single sex rooms. Our package with the accommodation is full board (breakfast, lunch, and evening meal). Students may wish to bring some spending money of about €10-15 per day to purchase drinks, snacks, and any souvenirs. Students will be responsible for their own money which should be converted into Euros prior to departure and should be encouraged to only carry a sensible amount of money on them for the trip. Students may also wish to be in possession of a debit card which can be used abroad.

Student wellbeing and safety is of paramount importance, and we need to ensure that students will act sensibly in Germany. Therefore, if a student is involved in any serious disciplinary breach before the departure date, we reserve the right to cancel their place and, in this instance, monies may not necessarily be refunded.

Free time

There will be certain times when students are allowed some free time. At these times, they may be permitted to wander more freely, but only in small groups of between four and six, around clearly defined areas. Students will not be allowed to wander around alone, go outside the defined area, or leave the group without the explicit permission of staff. An emergency number will be issued to the group to be used should they get separated at any time.

Deposit

In order to secure your child's place on this trip, a deposit payment of **£250** is required and needs to be paid on ParentPay by **4pm Thursday 21 November**. To ensure that the full payment is received by the tour operator in good time, full payment must reach ParentPay by 4pm Friday 25 April 2025. Therefore, I would recommend the following instalment schedule:

Payment	Date
Instalment 1 Deposit £250	4pm Thursday 21 November 2024
Instalment 2 £250	4pm Friday 24 January 2025
Instalment 3 £250	4pm Friday 7 March 2025
Instalment 4 £250	4pm Friday 25 April 2025

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If the total cost is less than the £1000 requested, I will inform you of what the final payment should be. Students who are in receipt of Pupil Premium funding may be entitled to some financial support to meet part of the payment of the trip and should contact myself should they require any financial assistance which will naturally be kept in the strictest of confidence.

I do hope that your son/daughter will be able to take part in this exciting trip and gain the opportunity to get to know Berlin and to gain an insight into Germany's history.

If you have any further queries, please do not hesitate to contact me via the email address below.

Yours faithfully

Mr D Bourton

Head of MFL Faculty

The Ongar Academy

dbourton@theongaracademy.org

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