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Richard Brand: Headteacher

Dear Parent/Carer,

### Ypres Visit July 2024

We are now coming closer to our exciting visit to Ypres and there are a couple of important things we need to take you through to ensure the smooth running of the trip.

We have now been asked by the travel company to provide passport details and therefore require your child's passport in school. We are aware that some students may still be waiting for passport renewals to arrive back and ask that you provide the passport to school as soon as it's returned. If your child is travelling abroad between now and the trip please could this be brought in following any travel commitments. All passports are kept secure in the school's safe.

You can rest assured that your child will be travelling fully insured, however, we also require your child to have an in date GHIC (Global Health Insurance Card). If you do not have one, please can you go online to request one at your earliest convenience as it can take 7-10 working days to arrive at your home. Again, as soon as you have this in your possession can we please ask it is handed into the Finance office. If you have an old EHIC card, these are still valid until the expiry displayed on the card.

Any queries or concerns please do not hesitate in contacting the Finance office on [Finance@thedeacademy.org](mailto:Finance@thedeacademy.org)

Yours sincerely

**Mr A Hole**  
History Teacher

**Mrs Fiona Price**  
Director of Faculty

