Dear parent/guardian,

We are delighted to announce that school is organising a ski trip to resort, country from date to date. The ski trip is open to pupils in year, and all ability levels.

The ski trip offers your son/daughter an amazing opportunity to try this exhilarating sport and experience the atmosphere and culture of a skiing resort, as well as making new friends and creating long lasting memories.

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| Destination  | Resort, Country  |
| Dates  | XX/XX/XXXX – XX/XX/XXXX  |
| Trip Price  | £XXXX |
| Tour Inclusions  | Transport e.g. coach or air and overseas transfersAccommodation e.g. 6 nights Full BoardSkiing lessons e.g. days/hoursLift PassEquipment hire e.g. skis, boots, helmet, polesAprès Ski Activities e.g. pizza night, snow shoeing (this may be subject to change)Tour HoodieInsuranceGB Ski Tours Representative  |

**Our chosen tour operator:**

We have chosen to book our trip through GB Ski Tours, a specialist school tour operator with over 25 years’ experience and special expertise of working with school groups. GB Ski Tours are fully bonded by ABTOT and ATOL protected ensuring financial security. They are also members of the School Travel Forum and hold the Learning Outside the Classroom Quality Badge.

**Payment schedule:**

We have provisionally booked 40 places, and they are likely to fill up quickly. In order to secure your son/daughters place a non-refundable deposit of £ is required by XX/XX/XXXX, payable by ParentPay

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| Deposits  |
| First Deposit | £XXX by XX/XX/XXXX |
| Second Deposit  | £XXX by XX/XX/XXXX |
| Final Payment  | £XXX by XX/XX/XXXX |

PLEASE NOTE: Cancellations are likely to incur charges due to the GB Ski Tours booking terms and conditions and money they will have paid out to suppliers.

**What to do next:**

If you would like to secure your son/daughter’s place on the trip, please complete the reply slip below and return with your non-refundable deposit payment no later than XX/XX/XXXX. Please note places are limited and if oversubscribed places will be allocated using a ballot system.

Your son/daughter will need a passport, which must be valid for at least six months after the date of return and have a GHIC (Global Health Insurance Card) which is free and can be applied for online via the NHS website.

If you have any further questions regarding your son/daughter’s participation in the ski trip, please do not hesitate to contact your name/department

Yours faithfully,

your name/department

Please complete the reply slip below and return it to: your name/department

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| **Name of Pupil**  |  | **Form/Tutor** **Group**  |  |
| I give permission for my son/daughter to attend the ski trip to resort, country on date | Checkmark with solid fill |
| I enclose £XXX deposit to secure my son/daughters place on the trip | Checkmark with solid fill |
| I understand that the deposit of £XXX is non-refundable  | Checkmark with solid fill |
| I also confirm my son/daughter holds a valid passport, appropriate visa (if applicable), and a GHIC Card | Checkmark with solid fill |
| **Parent/Guardian**  | **Print Name** |  |
| **Parent/Guardian**  | **Signature** |  |
| **Date**  |  |

* To be returned by XX/XX/XXXX