

Mrs Emma Jane Kelly
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13 December 2018

Portugal Hockey Tour

Sunday 20th October – Wednesday 23rd October 2019

Dear Parent,

After a very successful Hockey Tour to Holland in 2017 we will be running another tour next October!

Hockey is firmly on the sporting map at Shrewsbury and within the county. The U18s and U16s have had an outstanding season: both are currently still competing in the England Hockey National Cup and the U18s have been crowned County Champions for the second year running. I am keen for us to facilitate the continued development of these talented girls; I have no doubt opportunities like this will allow the girls to advance their Hockey and create a strong team bond within the squads.

The tour will consist of mornings spent training, afternoons spent sightseeing and evening fixtures. The tour is open to all girls from Third – Sixth Form. Hockey will be the focus but there will be plenty of opportunity for exploration and socialising with team mates. Portugal is a fantastic country and I am positive it will provide a spectacular backdrop to what will be another very successful tour.

The cost of the tour is **£800**. This includes:

- Transport to/from Manchester airport
- 3 nights' accommodation at Hotel Riviera Carcavelos 4* - five-minute walk to the beach!
- Breakfast, packed lunch and evening meals **all** included.
- 2 x hockey fixtures v local opposition
- 3 x self-led coaching sessions led by Mrs Kelly (England Hockey Coach)
- Excursions: Lisbon City sightseeing and relaxation time at the beach (*Surf lesson tbc*)

Not included:

- Personal spending money

The deposit for the tour is **£150** per student. We will need a minimum of **16** students committing to the tour for it to proceed. The deadline for the deposit is **Friday 25th January 2019**. If by this date we have 16 or more students, I will take your deposit as confirmation that your daughter is attending the tour and will send out further letters with more details.

I am very much looking forward to next October and believe it will be a fantastic opportunity for the girls. Please note that term finishes at 10am on Saturday 19th October, so students must make alternate arrangements for accommodation on the Saturday. If this is an issue please do contact me ejk@shrewsbury.org.

Payments

We will need a minimum of **16** students committing to the tour for it to proceed.

To secure a place on the tour - the confirmation slip below must be returned to me and a deposit of **£150.00** per student is required, the deadline for returning the confirmation slip and making the payment is **Friday 25th January 2019**.

The deposit payment can either be made by cheque, payable to Shrewsbury School, or transferred directly into the School's bank account, details of which are as follows:

Name of Bank:	Svenska Handelsbanken AB (publ)
Name of Account:	Shrewsbury School
Account Number:	56384182
Sort Code:	40-51-62
IBAN Number:	GB98 HAND 405162 56384182
Swift / BIC Code:	HANDGB22

If making the payment by bank transfer, please ensure that you use the following as the payment reference: Student Name / Portugal 19

The remaining costs of the trip will be added to the school bills as follows:

- £325 – Summer Term 2019 (issued April 2019)
- £325 – Michaelmas Term 2019 (issued August 2019)

Withdrawals

As the trip is being organised by a tour operator, should a student withdrawal from the trip, the following cancellation charges will apply [if a replacement is found, any administration costs incurred in making the change will be deducted from any refund]:

- More than 56 days before the trip – Initial deposit and second interim deposit, paid to the tour operator, plus any non-refundable flight costs
- Between 29 and 55 days of the trip – 75% of the costs of the trip will be payable
- Within 28 days of the trip – 100% of the trip cost will be payable.

The School insurance policy covers withdrawals on the grounds of ill-health and close family illness. In order to make a claim, claim forms will have to be completed.

I am very much looking forward to Portugal and believe it will be a fantastic opportunity for the girls. In the meantime, if you have any questions please do not hesitate to contact me: ejk@shrewsbury.org.uk.

Yours in Sport,

Mrs Emma Jane Kelly

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