Dear Parent

16th December 2015

Japan Visit – October 2016

I write to invite your son or daughter to take part in the school visit to Japan in October 2016.

For many years the School has enjoyed a special relationship with Kobe High School in Japan and Students from Kobe and CGSB have enjoyed exchange visits and developed enduring friendships across the world as a result.

The visits to Japan are a wonderful opportunity for students to experience a fascinating and unique culture that all of the students who have visited will remember for the rest of their lives.

The School is in the very fortunate position of having a former member of staff, Ms Kushida, who has returned to live in Japan but has very kindly agreed to assist us once again in organising a visit in 2016.

The final date and full itinerary for the trip have yet to be finalised but it is likely to include visits to Tokyo, Kobe, Kyoto, Hiroshima and Ito; all of which are fascinating and very different cities that provide a real flavour of Japan and provide a wonderful educational and cultural experience.

Accommodation will be with Japanese families. This experience can be a little daunting to begin with but our hosts welcome our students with such enormous hospitality and with such great care that the most timid of students are reluctant to say goodbye when the time comes to return to the UK. If you would be interested in hosting a Japanese student in UK during July 2016 please indicate this on the attached form.

The cost of this voluntary visit will be £1650. This sum includes return airfares, internal transport by bullet train, meals (except some lunches), accommodation, travel insurance, admissions etc. In addition you should budget for a maximum of £200 pocket money. The nature of this trip means that the School will not be able to provide financial support for students who cannot pay the full cost of the visit.

If you would like your son or daughter to take part in this visit please return the attached form to Mr R. Gardner.

Payment for the trip will be by ParentPay in accordance with the following schedule. The code you should use on your Parent Pay account is JT16. If you do not have a ParentPay account please contact Mr Kotsis at the school and he will set up an account for you; please do not send cash or cheques.

<table>
<thead>
<tr>
<th>Date</th>
<th>Amount</th>
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<tbody>
<tr>
<td>29th January 2016</td>
<td>£200</td>
</tr>
<tr>
<td>26th February 2016</td>
<td>£200</td>
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<tr>
<td>25th March 2016</td>
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<td>29th April 2016</td>
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<td>27th May 2016</td>
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<td>30th June 2016</td>
<td>£250</td>
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<td>15th July 2016</td>
<td>£250</td>
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It is essential that all payments be completed on schedule. If you are not able to make a payment on time then your son or daughter will be withdrawn from the trip; any financial commitments made on your behalf will be deducted from any refund. Travel insurance is included in the cost of the visit but is unlikely to cover losses that you incur due to failure to pay or “disinclination to travel”.

I hope that your son or daughter will be able to participate in this once in a lifetime opportunity. If you have any questions or queries please do not hesitate to contact me at the school.

Yours sincerely

Richard Gardner
Assistant Principal

Please return this part to Mr. R. Gardner via School Office on or before 29th January 2016.

I would like my son / daughter _______________________________________________ (name) _______ (form) to take part in the visit to Japan in October 2016.

I enclose an initial payment of £200 and undertake to make payments in accordance with the payment schedule provided by the school. I understand that if my son or daughter withdraws from the visit I will remain responsible for all expenses incurred on my behalf.

I am / am not interested in hosting Japanese student in July 2016.

Signed: ____________________________________________ (Parent / Guardian) Date: ________