

January 2019

Dear Parents,

Coombe Federation Ski Trip to Masella 2019 Pre-Departure Information

The time is nearly upon us to depart for the Ski trip to Spain and the team of staff attending the trip are in full swing to get us ready for our send-off.

With such a short time until we go, I would like to take this opportunity to give you some further information and request one or two things from you.

Before we go

As discussed at the Parents' Evening, we will require your daughter's **passport and EHIC** to be handed into the main school office ASAP, **by Friday 25th January** at the latest. It is vitally important that we collect these promptly. These will be kept in a securely locked safe until we depart and will only be given to the pupils as we cross borders. If you feel more comfortable bringing this to school yourselves, they can be given into reception in a sealed envelope to be passed on to the main office safe.

We suggest that spending money amount to **no more than 120 Euros**. Please ensure that money is changed into the correct currency before we depart. All of their meals are provided as is evening entertainment. The only expense they will have will be food and drink in excess of breakfast, lunch and dinner, and food and drink on the way out and return trip (packed lunch/snacks will be necessary for the outward journey). We will operate a bank so that money is safe. Please ensure your daughter has a few extra pounds/euros to be available to them on the ferry.

Skiing is an active pursuit. In addition to 5 hours of skiing a day, the girls will be very busy. Tiredness will play its part in the experience that the girls have, so it is vitally important that your daughter is physically prepared for the rigour of skiing. A few simple exercises will ensure she makes the most out of her trip. Looking online for ski-fit exercises and having a go at these before we depart is a good idea.

Departure Day

Please ensure that your daughter packs **one main soft bag**. We are travelling by coach so space is limited; packing light and sensibly is required. A small bag/rucksack as hand luggage may be taken onto the bus. The pupils will not be able to access their main bag for the duration of the journey so they should ensure that they have what they need in their hand luggage, including travel sickness medication. When packing, please do refer to the kit list which can be viewed as part of the presentation from the parent's information evening. This can be seen on the school website. We cannot take responsibility for personal belongings and suggest that expensive items are left at home. If your daughter decides to bring her phone, please bear in mind data roaming charges. Wi-Fi is available in the communal areas in the hotel.

On the day of departure, we ask that pupils return to **Coombe Boys** by 5.15pm. We will meet and register pupils in the Barton Hall. Parents are more than welcome to accompany their daughters until departure; however parking on site will be very limited. If you are

dropping your daughter off please ensure you do not drive onto the school site and are mindful of the schools' neighbours when choosing a suitable parking space and that the coach will need adequate room to enter the site.

We anticipate leaving school at 6.30pm although this may change depending on how quickly we can register and load the coaches.

Although 5.15pm seems early, there are some key things that we need to do before setting off. We will collect spending money for the bank. Please ensure that your daughter has some money left on her for the journey. We will also collect any medication. These should be in a clear plastic bag, labelled with your daughter's name, the medicine names and the dosage. A member of staff will, of course, be on hand should any specific details need to be discussed. Pupils who get travel sick should keep this medication on them for the journey.

Once on the road, our approximate itinerary looks like this:

Depart School:	6.30pm
Arrive at Dover:	8pm
P&O Ferry Depart Dover:	9.20pm
P&O Ferry Arrive Calais:	11.50pm (Local time)
Arrive at Hotel:	4pm

On the day of arrival, we have a chance to familiarise ourselves with our new alpine environment and sort out ski and equipment hire in resort. It will also give the pupils a chance to rest after a long journey (much needed!)

In Spain

The Hotel address is: Alp Hotel Masella

Avda Josep Maria Bosh I Aymerich s/c, 17538 Alp (Girona), Alps. Spain

+34 497 2144201

All pupils will be issued with an emergency card which will have key information and contact numbers on as well as some useful Spanish phrases.

A typical day will run roughly according to this schedule:

7.15am	wake-up call
7.45 – 8.15am	breakfast
8.30am	meet dressed for skiing
8.45am	short walk to ski resort and collect ski equipment
9.15am	meet instructors
9.30am – 12.30pm	skiing
12.30pm – 1.30pm	back to the hotel for a hot lunch
2pm – 4pm	skiing
4.30pm – 6pm	showering, relaxing
6.30 – 7.30pm	dinner
7.30pm – 8pm	daily awards and prizes
8.30pm – 10.30pm	evening activities
11pm	lights out

As you can see the days are very packed. Rest is important and it is essential that your daughter is aware of the importance of sleep as well as a healthy diet throughout the week.

In the unlikely event of an injury that prevents your daughter from skiing, there will be members of staff on duty during the morning and afternoon. This member/s of staff will be based at the base of the ski lifts/hotel and in contact with other members of staff. Please be reassured that your daughter will be supervised at all times whether she is able to ski or not. There may be times when we decide it is appropriate for your daughter to have some free time in the beautiful village of Masella. The groups will be remotely supervised and the stipulation will be that they are always in groups of at least 4. If you do not wish to give permission for this, please let one of the members of staff know before we depart.

In the event of an emergency, we will of course contact parents individually using the contact numbers you have submitted.

In the event that you need to contact us, we are taking two school mobile phones. The numbers will be confirmed on departure. Can we please ask that you only dial these numbers in an **emergency**. Pupils may be allowed to use them if they have no other means of contacting you. You will also be able to follow the progress of the trip on trip on Twitter by following **@CoombeFedSki**.

Insurance

We have full, comprehensive travel insurance from both Halsbury Ski (tour operator) and our own school travel insurance. This includes belongings and medical expenses. There is no need to take out any additional cover for your daughter, however if your daughter decides to bring expensive personal items with her on the trip, please check your own home insurance that the items are covered away from the home as it is far simpler to claim on your own insurance. We do request, that your daughter has an EHIC card with her to ensure the school does not need to pay any medical expenses that arise upfront. EHIC cards are free and you must apply as soon as possible (if your daughter does not have one) using a form from the post office or online. Please search for 'European Health Insurance Card'. These should be sent in with passports (or as soon as they arrive).

Return to School

We anticipate returning to **Coombe Boys' School** at approximately 4pm on Friday 22nd February. This is liable to change due to ferry changes and traffic on the way home. As we progress, we will keep you updated. The school gates will be open on return and you will be able to park on site. Please could you inform us if you are not able to pick your daughter up and that she can make his own way home.

Can I once again thank you for your support and reassure you that we will take good care of your daughter and do everything we can to ensure she has a memorable trip.

Please contact myself, or one of the other CGS members of staff listed above, if you have any questions or queries regarding the trip.

Yours faithfully,

Miss E Osborn and Miss M Elliott
Ski Trip Leaders

Coombe Federation Ski Trip 2018 Reply Slip

For the attention of Mr Pellett (CBS) or Ms Harding (CGS)

Please hand to the main school office by the end of the school day on **19th January**

Student's Name

Tutor Group

- *I have checked that my daughter's EHIC and Passport are up to date*
- *I have made a note of the staff mobile phone numbers, that will be used on the trip*
- *I have followed the trip on Twitter (@CoombeFedSki)*
- *I agree to my daughter having her photo taken on the trip, which may be used in subsequent photo compilations of the trip and on Twitter*
- *I have prepared any medicine my daughter needs for the trip, and will hand this in, in a small zip-locked sandwich bag, with her name and the dosage clearly stated.*
- *I have understood that my daughter requires food for the outward and return journeys*
- *I have understood that my daughter requires her own money in both Pounds and Euros, which will be handed in on departure day to staff.*
- *I understand that my daughter's behaviour should represent the school positively, and I have had a discussion with her about sleep, food, behaviour and not using aerosols, as per the normal school rules.*

Parent / Carer name

Date

Signed (parent / carer)

KIT LIST – Ski Trip 2018

Equipment needed whilst skiing:

- **Ski Jacket** – this should be water proof, wind proof and breathable.
- **Ski trousers** – These should be made of the same material as the jacket.
- **Long Johns or thermal underwear** – we are skiing in February and it will be very cold.
- **T-shirts** – to go over thermals
- **Thin jumpers/fleeces** – to wear under jacket and be able to take off if it gets too hot.
- **Ski socks** – these are not cotton, they should not absorb water easily and they need to be knee length (2/3 pairs).
- **Warm hat** – that covers the ears.
- **Ski gloves**– must be waterproof and breathable (same as the Jacket)
- **Goggles/sunglasses** – Goggles are useful in all weather conditions. Orange/red tinted lenses are especially good in poor weather. The sun is much stronger in the mountains and it is reflected at all angles by the snow.
- **Sun cream/block and lip salve with protection** – the sun cream must be of a high factor (25+) whatever your skin-tone, because of the intensity of the sun.

In the evening:

- **Normal clothing**
- **Warm winter clothing**
- **Boots/shoes** - hard wearing with good non-slip soles for walking in snow and ice.

Other Essentials:

- **Passport and visa, if required**
- **EHIC Card**
- **Snacks en-route**
- **Pocket money**
- **Sanitary towels / tampons**
- **Medication as needed**
- **Plasters / blister plasters**

Please note that pupils will be responsible for their belongings. We will operate a bank for pupils to deposit and withdraw cash. However we cannot take responsibility for other items such as mobile phones, tablets, cameras and handheld games consoles. Pupils will bring these at their own risk.