

15th January 2025

Dear Parent/Carer,

Thank you very much for continuing to make payments for our up-coming trip to Barcelona in July.

We are planning to hold an information evening for parents on **Wednesday 11th June** from 6:00pm – 7:00pm. Please let me know if you will **not** be able to attend via email at mtontini@langtreeschool.com so that I can arrange to send you any pertinent documents.

At this point, we also need to take a copy or scan of your son/daughter's passport. The best way to do this would be for a photocopy of the entire photo-page to be handed out at the front office. Alternatively, please bring your son/daughter's passport to the information evening itself where we can use the photocopier before you leave.

We will also be collecting passports before departing. I will advise when to hand the passports in Reception (possibly at the end of June).

In addition, the company requires us to fill out the attached dietary form under Spanish law. Please could I ask you to do so and return via the office as soon as possible or you can hand it in at the information evening at the very latest.

Lastly, I apologise first for asking you to fill another form too but for safeguarding reasons I would need this form to be completed as soon as possible so we have all the information we need in case of emergency.

<https://forms.gle/G7vxoJSSSL2cX1UG6>

We hope your son/daughter is as excited as we are for this maiden trip for Langtree and look forward to seeing you soon.

Yours faithfully,

Mrs M. Tontini
Trip Co-ordinator