



**Headteacher**

Mrs Nicole Chapman, BA, MBA

22<sup>nd</sup> March 2010

# Chelmsford County High School for Girls

A Foundation Grammar School and Specialist College

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Dear Parents,

## Italian Exchange October 2010/ March 2011

We have been delighted, in recent years, to have established exchange links between CCHS and the Liceo Canova in Treviso near Venice. Next year we are hoping to run the exchange again with a group of our students visiting Italy in October 2010 and the Italians returning to Chelmsford in Spring 2011.

Many of you will already appreciate the huge opportunities for discovery and personal growth that such trips can offer. I am therefore writing to families of all students in Years 11 and 12 to invite them to take part in the next Italian exchange. For 2010/11, at the request of the Liceo, **we are trying to find hosts for about 25-30 Italian students.** This exceeds the number of students learning Italian in Year 12 so **we shall be opening the exchange up to all students in current Years 11 and 12. Priority will go to those already studying Italian, or those who have opted to start Italian next year but other students will be accepted on a first come first served basis.** Several girls who do not study Italian took part this year. They found it a very rewarding cultural experience and enjoyed the visit immensely. The Italian students all speak excellent English as they are studying at a specialist language school.

**This is, of course, an ideal opportunity for those already learning Italian in Year 12. We hope they will take advantage of the trip to Italy in October when they can practise their skills and build on a year's language learning.** Current Year 13 Italian students found the trip boosted their confidence and was of huge benefit to them. I would strongly recommend the exchange as the very best way to improve language skills.

**The provisional dates (subject to flight availability) for our trip to Italy will be from the evening of Wednesday 13<sup>th</sup> October to the afternoon of Sunday 17<sup>th</sup> October 2010 , and we shall be hosting the Italian party during the week 12<sup>th</sup> - 19<sup>th</sup> March 2011**

In October, members of staff will accompany our group to Italy and will stay locally and meet up with students regularly during the visit. We are fortunate that the location of Treviso allows for very easy travel arrangements from Stansted and it is only a 30 minute journey to the beautiful city of Venice. As part of the visit, students spend a day in school which provides an interesting insight into the Italian education system and we also visit Treviso and make at least one trip to Venice.

The visit of the Italian students takes place during term time. During the week they accompany their partners to school or go with the Italian staff on day trips to London or elsewhere. We organise an evening event for all participants but **CCHS students will not miss any lesson time.** CCHS staff will be 'on call' as required and host families are asked to offer hospitality to the partner, treating them as they would any guest. There are very few other obligations, although any outings or opportunities to experience "English Life" are always appreciated. The Italian students who came this year were all delightful, very grateful for the chance to come to England and keen to join in family life.



**Exact prices and itinerary for the trip can only be confirmed once numbers are known and the bookings are made. I estimate that I shall need to ask for about £250 to cover all possible contingencies.** A decision as to the financial viability of the trip will be made by 31<sup>st</sup> April 2010.

The cost of the trip includes return flights to Treviso, at least one day trip to Venice and money for entrance fees. **Any unspent money will of course be refunded.** We will aim to obtain the cheapest convenient flights available. Experience from last year suggests that the cost of return flights including taxes will be about £150 but prices can vary considerably. We would refer back to you if the flight price rose above £200. Tickets will be purchased by credit card over the internet in order to obtain the best price and I will write again requesting the balance of the trip payment in late April/May asking for immediate payment so that I can book flights. The tickets are subject to Ryanair booking conditions which means they are non-refundable and only transferable at extra cost. **Please note that in returning the reply slip, you are authorising staff to book the flight for your daughter when the time arises.** Our school travel insurance covers events such as cancellation due to illness etc, with a small excess.

There will be an information meeting for those going on the exchange early in the Autumn term at which there will be an opportunity to ask questions and I shall also address issues of student safety relating to exchange visits.

**If you would like your daughter to take part in the exchange, please return the top half of the attached slip to the Finance Office by Thursday 31<sup>st</sup> March with a deposit of £80** enclosed in an envelope marked with her name and tutor group. **Alternatively you may make the £80 payment via parent pay. The bottom half of the slip should be returned directly to Mrs Adams**

Once she has joined the exchange group your daughter will need to collect a **form to complete giving personal details, interests etc, which should be returned with a current photo to Mrs Adams by 30<sup>th</sup> April.** This will then be used to assist with partner matching. **Please note that once the form is returned your daughter must be committed to taking part. Late withdrawals from the exchange programme cause a great deal of inconvenience and will result in the loss of your deposit.** As with all trips and visits, participation is dependent on acceptance of the school's Code of Conduct and receipt of the signed agreement.

If you have any other queries or would like more information, please do not hesitate to contact me at school

Yours sincerely,

Mrs K Adams  
Teacher of Italian

**TO BE RETURNED TO THE SCHOOL FINANCE OFFICE by Thursday 31<sup>st</sup> March 2010**

<p><b>Re: Italian Exchange October 2010/ March 2011</b></p>	<p><b>Office Use Only</b> <i>Please strike through if you do not require a receipt</i></p>				
<p>I would like my daughter to take part in Italian exchange and I enclose a deposit of <b>£80</b>. I understand that, in returning this form, I am authorising you to book flights on my behalf and I agree to pay the costs involved. Cheques should be made payable to Chelmsford County High School.</p> <p>Daughter's name: .....Form: .....</p> <p>Signed: ..... Date: ..... Parent/Guardian</p>	<p><b>Italian Exchange 2010/11</b></p>				
	<p><b>Name:</b></p>				
	<p><b>Form:</b></p> <p><b>Date:</b></p> <p><b>Received: £80</b></p>				
		Cheque		Cash	

Please separate.....

**TO BE RETURNED TO MRS ADAMS**

I give permission for my daughter to take part in the 2010/11 Italian Exchange. I have read the letter about the exchange and I have forwarded the deposit of £80 to the school Finance Office.

Daughter's Name..... Tutor Group.....

Signed .....( Parent/ Guardian)

Date.....