

Cardinal Pole Catholic School

205 Morning Lane, London E9 6LG
P 020 8985 5150 www.cardinalpole.co.uk

13th March 2014

Dear Parent/Carer,

FRANCE TRIP: MAY 2014

It is my intention that students who are entitled to a British Passport will travel to France on a Collective (group) Passport which will be issued in my name. I need to apply for this now.

I have spoken to your child and given him/her a form to be completed and returned to me as soon as possible. The forms are quite straightforward but if you have any questions regarding passport cover please contact me.

Each student travelling on the Collective Passport will need to carry an Identity Card for which a passport size photograph is needed.

I have asked your child to supply me with 2 photos: the first for the ID card and the second for me to hold. I do not intend to lose anyone whilst we are in France but if someone were to go missing a photo is a good idea.

Please return the completed forms and photos to me by Friday 21st March 2014.

May I remind you that the full payment of £270 is due by the end of this month. Please do not hesitate to contact me if you have any queries regarding the school journey.

Yours sincerely,

Bernadette McGarry

Ms B McGarry
HEAD OF MODERN LANGUAGES

Ellie Connolly

Ms E Connolly
HEAD OF HISTORY

