

WESTCLIFF HIGH SCHOOL FOR GIRLS

An Academy Grammar School
Headteacher: Dr Paul Hayman BSc



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November 2016

Dear Parents/Carers

Year 7 Introductory Trip to France – 30th June to 4th July 2017

I am pleased to confirm your daughter's place on this trip in June.

We will be arranging for the students to travel under a 'collective passport'. In order to obtain the passport it is necessary to supply the Identity and Passport Service with certain information. Please would you complete and return the attached form to Mrs Emery in the School office as soon as possible. **Please ensure that the correct form is completed, depending on whether your daughter was born in or outside the United Kingdom.** The form also needs to be accompanied by **one** passport sized photo with your daughter's full name and form group written on the back. I would be most grateful if you would return this information **no later than Wednesday 30th November 2016.**

If your daughter does not hold a British or EU passport then we will need to obtain a visa waiver and we will need a photocopy of your daughter's passport and residence permit as soon as possible. These students will travel on the day using their own passport which we will arrange to collect in with the visa that we will arrange.

The students will also require a **valid** European Health Insurance Card (EHIC) when travelling within the European Union. If you do not already have a card for your daughter, cards are free and can be obtained through the website www.ehic.org.uk or by phoning 0845 606 2030.

May I also ask you to complete and return the attached reply slip giving details of any current medical conditions/medication together with any special dietary requirements together with the swimming permission slip.

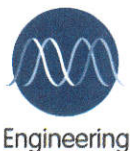
Please remember that any final amounts outstanding for this trip should be paid by 1stth March 2017.

Yours sincerely

Mrs E Piper
Head of Modern Foreign Languages

SEAT

Y:TRIPS//June2017/SLTKHerlock



Student to return to box outside main school office

**Westcliff High School for Girls
MFL Trip to France 30th to 4th July 2017**

Student Name: _____ Form: _____

Current medical conditions & medication taken:

Dietary Requirements (e.g. vegetarian, food allergies etc):

WESTCLIFF HIGH SCHOOL FOR GIRLS
MFL TRIP TO FRANCE 30TH TO 4TH JULY 2017

Swimming Consent Form

Student Name: _____ Form: _____

I give permission for my daughter to participate in the swimming activity during the French trip.

My daughter is a confident swimmer **YES / NO**

My daughter is able to swim 50 metres **YES / NO**

(signature of parent/carer)

Collective passport nationality questionnaire and parental consent form for children born in the United Kingdom



Name of school or organisation:

Name of child: Date of birth:

Town and country of birth:

Town of residence:

1 Does the child hold a British passport, or have they been included on one of an older relative?

Yes – please fill in sections **2 and 4** and sign the declaration in section **5**.

No – please fill in sections **3 and 4** and sign the declaration in section **5**.

2

Passport number	Place of issue	Date of issue	Name of passport holder
.....

3 Does the child have a parent born in the UK or registered or naturalised as a British citizen (applied for British citizenship through the Home Office)?

Yes **No**

If you have answered 'No', please say if there were any restrictions on either the mother's or father's stay in the UK when the child was born. Please use the other side of this form to provide details.

4 Name, place and date of birth of the mother:.....

.....

Name, place and date of birth of the father:

.....

Date of the parents' marriage:

If both parents named above were born after 31 December 1982 or were born abroad, we will also need the full name, town, country, date of birth and date of marriage of the child's grandparents (or details of the parents' claim to British nationality). Please use the other side of this form to provide details.

5 I confirm that I:

- a have parental responsibility for the child named above;
- b give consent for the child named above to go on the above trip and be included on the collective passport; and
- c am not aware of any court order where the child named above cannot be removed from the United Kingdom, or where a third party (such as the other parent or guardian) or the court must give consent for the child named above to be removed from the United Kingdom.

Signature: Relationship to child:.....

Date:..... Contact phone number:.....

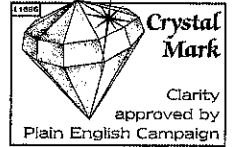
Who can give consent? If a child's parents are married, either parent can give consent. If the parents were not married at the time of the birth (or when the mother became pregnant, for those living in Scotland), only the mother can give consent. However, the father can give consent if the parents then marry each other, or if the father has a parental responsibility order or agreement.

Parental consent Either parent with parental responsibility can give consent. If someone acting as a guardian gives consent, they should send a letter explaining the circumstances. It should be supported by a letter from the head teacher or someone similar who is aware of the facts, confirming the circumstances.

Child's change of name If the child's name has changed since birth, the parent or guardian signing needs to confirm that everyone with parental responsibility is aware of and agrees to the change of name.

Children in care In all cases, we need a letter from the social services department. The letter must say what section of the Children's Act the child is in care under. For more advice, please call the Passport Adviceline on 0300 222 0000

Collective passport nationality questionnaire and parental consent for children born outside the United Kingdom



Name of school or organisation:

Name of child:..... Date of birth:.....

Town and country of birth:.....

Town of residence:

1 Does the child hold a British passport, or have they been included in one of an older relative?

Yes - please fill in section **2** and **3** and sign the declaration in section **9**.

No - please fill in sections **3** to **8** and sign the declaration in section **9**.

2

Passport number	Place of issue	Date of issue	Name of passport holder
.....

3 Name, place and date of birth of the mother:.....

.....

Name, place and date of birth of the father:.....

.....

Date of the parents' marriage:.....

4 If the mother or father holds a United Kingdom passport, please give the following information.

	Passport number	Place of issue	Date of issue
Mother			
Father			

5 If the child's birth has been registered at a British Embassy, British Consulate General or British Consulate, please give details below of the embassy or consulate, and the date on which the birth was registered.

- Embassy or consulate:.....
- Date the birth was registered:.....

6 If the child has been registered as a citizen of the United Kingdom and Colonies under the British Nationality Act, please give the following details.

- Number of document:.....
- Place and date of issue:.....

7 Please give the full name, place and date of birth of the child's:

	Place of birth	Date of birth
Maternal grandfather Name.....		
Maternal grandmother Name.....		
Paternal grandfather Name.....		
Paternal grandmother Name.....		

8 If any people named above have been registered as citizens of the United Kingdom and Colonies, please give the following information.

	Number of document	Place of issue	Date of issue
Father			
Mother			
Maternal grandfather			
Maternal grandmother			
Paternal grandfather			
Paternal grandmother			

9 I confirm that I:

- a have parental responsibility for the child named above;
- b give consent for the child named above to go on the above trip and be included on the collective passport; and
- c am not aware of any court order where the child named above cannot be removed from the United Kingdom, or where a third party (such as the other parent or guardian) or the court must give consent for the child named on the previous page to be removed from the United Kingdom.

Signature: Relationship to child:.....

Date:..... Contact phone number:

Who can give consent? If a child's parents are married, either parent can give consent. If the parents were not married at the time of the birth (or when the mother became pregnant, for those living in Scotland), only the mother can give consent. The father can give consent if the parents then marry each other, or if the father has a parental responsibility order or agreement.

Parental consent Either parent with parental responsibility can give consent. If someone acting as a guardian gives consent, they should send a letter explaining the circumstances. It should be supported by a letter from the head teacher or someone similar who is aware of the facts, confirming the circumstances.

Child's change of name If the child's name has changed since birth, the parent or guardian signing needs to confirm that everyone with parental responsibility is aware of and agrees to the change of name.

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