



5<sup>th</sup> December 2019

Dear Parent/Carer

**Berlin/Krakov Trip (3<sup>rd</sup> – 10<sup>th</sup> January 2020) - Final Reminders / Emergency Contact Details**

I have attached some important information that you may find useful, including details about what to pack, airport security and Travel Insurance (which is inclusive) and covered by *Endsleigh*.

Please can I draw your attention to our departure time, which will be early in the morning of Friday 3<sup>rd</sup> January. We will now be leaving from Gatwick airport because *Easyjet* have cancelled our original flight from Bristol. In light of this change, we are setting off at the slightly earlier time of 6.00am. Students should assemble with their luggage in the North Site bus park ready for a prompt departure. They will need to present their passports and EHICs to us as they board the coach.

We estimate that we will arrive back at College on Friday 10<sup>th</sup> January at about 03:45am – during the early hours. We will ask the students to update you via text at intervals along the journey home (e.g. Bristol, Exeter, Truro) so it would be helpful if students reserved some credit on their mobile phones for this purpose. Please be ready to collect your child promptly from the North Site bus park.

Finally, please can you return the Parental Reply Slip (attached) so we can be sure that we have your correct emergency contact details. We cannot risk taking any student abroad unless our records (i.e. emergency contact numbers and student's medical information) are confirmed by you as being up to date. Thank you for your support in this matter; a prompt return is appreciated.

***Please note that in the case of an emergency we will be referring to the Parental Consent Form that you completed for use during this academic year, commencing September 2019. If there have been changes to any information you have submitted about your contact details or your child's medical needs, then please request a replacement form from reception. This must be submitted prior to the visit.***

If you have any questions, please do not hesitate to contact me – [ktrevithick@helston.cornwall.sch.uk](mailto:ktrevithick@helston.cornwall.sch.uk).

Yours sincerely

Mr KJ Trevithick  
Head of Humanities



5<sup>th</sup> December 2019

Headteacher: Mr W N Jenkins  
Tel: 01326 572685  
Fax: 01326 572183  
Church Hill, Helston, Cornwall. TR13 8NR  
Email: [enquiries@helston.cornwall.sch.uk](mailto:enquiries@helston.cornwall.sch.uk)  
[www.helston.cornwall.sch.uk](http://www.helston.cornwall.sch.uk)

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Name of Student: .....

Tutor Group: .....

- ☐ There have been no changes to my contact details or my child's medical needs.
- ☐ There have been changes to my contact details or my child's medical needs and I have requested a replacement Trip Consent Form which will be submitted prior to the trip.

Parent Emergency Contact Number: .....

Signed: .....  
(Parent/Carer)

Date: .....

**PLEASE RETURN THIS SLIP TO MR TREVITHICK (A22) ASAP**



## WHAT TO PACK?

We are flying with **EasyJet**. Ensure you comply with their hand and baggage regulations. Details can be found on their website: <http://www.easyjet.com/en/help/baggage/cabin-bag-and-hold-luggage>

**Hold luggage:** One piece of hold luggage weighing a maximum of 15kg and total dimensions under 275cm (length + width+ height) - this should be something **you** can carry, or pull along, with ease.

**Cabin luggage:** One piece of cabin luggage for in-flight essentials, maximum size 55 x 45 x 25cm which can be placed in the overhead locker, e.g. snacks, book, music player, travel pillow, lip balm etc.

**Packing:** Take care when packing your bags. No dangerous items should be carried in your bags. Remember all liquids (e.g. shampoo) need to be packed in your hold luggage which must be checked-in before departure. Ensure you comply with *EasyJet* hand and baggage regulations. Avoid paying unexpected baggage fees - use travel scales to ensure you keep within your allowance. And don't forget to leave room to pack souvenirs on the way home!

**What to pack:** This is up to the individual but please remember we are only there for a short time and so you do not need an extensive choice of outfits and/or fashion accessories.

### Pack for the weather

- In January it is particularly cold, temperatures rarely get above freezing in both Berlin and Krakow, and there may be snow and ice. Our advice is to pack with "layering" in mind to keep out the cold, plus a warm and waterproof coat, gloves, a warm hat and scarf. A furry lining or trim will keep you even cosier. No shorts, flip flops, sandals etc.
- Again for winter - to keep your feet warm pack boots or sturdy shoes with a water resistant sole. Canvas shoes and/or trainers are not suitable for outdoor wear in Krakow or Berlin at this time of year; but may be packed for wearing indoors at the hotel.
- Dressing in layers will help you with the temperature changes during the day, and are the most efficient way of keeping warm. Wool, silk, and natural materials are a good choice to wear against your skin as they naturally help to regulate your body temperature, keeping you warm in the cold and preventing the build-up moisture when you're hot, and doesn't retain odours - even after prolonged wear.
- Layers should consist of vests, t-shirts, shirts, light sweaters, thicker pullover or hoodies and fleeces. Thermals are also ideal if you have them - both tops and bottoms.
- Other clothing required, sleep wear, underwear for six days, warm socks.
- Toiletries, cosmetics, hygiene products.



**Southerly Point  
Co-operative  
Multi-Academy Trust**

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### Other things to pack:

- A lightweight day bag, ruck-sack or shoulder bag will come in handy to carry your sightseeing essentials – this could double-up as your cabin bag for the flight.
- If you tend to buy bottled water, consider carrying a water bottle - fill up from any source and get clean, safe drinking water without wasting plastic bottles.
- To use electrical gadgets you may need a travel adapter plug, and also a step down voltage converter if your devices are not designed for European voltage (230V).
- Look after your mobile phone with a protective case and strap - it protects against loss, theft and damage, and don't forget your charger of course.
- If you're aiming to travel with just carry-on cabin baggage, bags such as the *CabinMax* soft-sided rucksack – are ideal for a few days away, they are light, roomy and have plenty of pockets to keep your personal effects organized.

### **Currency:**

We recommend that students don't bring too much cash as everything is already paid for, although you may want to bring some extra money for snacks, drinks and souvenirs along the way. A maximum £100 spending money, split 60/40 into Euros and Zloty (we will be spending more time in Berlin) will probably be enough. It may be worth keeping some sterling handy as well for Bristol Airport and service stops on the UK transfers.



## IMPORTANT INFORMATION

- Please arrive at the North Site Bus Park at 06.00am on Friday 3<sup>rd</sup> January ready for a prompt departure at 06.30am. You will be off school from Monday 6<sup>th</sup> to Friday 10<sup>th</sup> January inclusive – return to College on Monday 13<sup>th</sup> January.
- **Don't forget your Passport and EHIC card!** Hand them to us before you get on the coach. If you don't have them with you then you can't come. We will look after both documents for the duration for the trip. Don't forget your foreign currency either.
- Put any prescribed medications, with the doctor's instructions, in a clearly labelled bag with your name on it, and then hand the bag to Mr Heron before we depart.
- You may bring mobile devices (phones & tablets) but this is entirely at your own risk.
- Mobile phones and tablets will need enough 'charge' for airport security to check them if they want to, otherwise they could be confiscated and you will have to leave them behind at the airport – we have no control over this so be warned.
- You may carry a small bag into the aircraft cabin with essentials for the flight, e.g. a reading or puzzle book. To save time, please don't pack any liquids in your cabin bag – they will be taken by airport security. Bottled toiletries must be packed with your hold baggage. Please do not pack anything sharp in your cabin bag, e.g. nail scissors.
- Remember, if you cannot carry your bags then we will not carry them for you. We are only going for a week, so pack sensibly and leave some room for souvenirs.
- When we get there - stay with your group and never wander off anywhere by yourself – we don't want anybody getting lost, particularly in the middle of Berlin. Please don't talk to strangers or behave in such a way as to attract attention.
- At night students will be expected to stay in their rooms after lights out. There will be no swapping of rooms without our permission, no late night parties, or other shenanigans. Please don't abuse our trust or spoil the trip for everybody else.
- There may one two additional expenses during the course of trip, e.g. snacks and souvenirs, so don't spend all your money on the first day.
- Please be sensible and keep safe at all times. Keep your HCC identity card handy and use the emergency mobile telephone number to contact Mr Trevithick if you need to get hold of us in an emergency, e.g. if you have become separated from us or lost.
- Remember, some of the sites we are visiting are culturally sensitive and were once scenes of great suffering, especially Auschwitz. You will be expected to be on your best behaviour. Remember you are ambassadors for Helston Community College.
- When we return to Helston early in the morning on Thursday 9<sup>th</sup> January your parents/carers will need to pick you up from the North Site bus park at about 03:45 – in the middle of the night! We will remind you to phone/text them at appropriate intervals throughout the journey home, so please keep some credit on your mobiles.
- You will not be expected to attend College on Friday – you will be much too tired.



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## **ENDSLEIGH TRAVEL INSURANCE:**

Parents please refer to the ENDSLEIGH website if you would like more information about our travel insurance provider. If you want to read the policy documents I can also e-mail them to you:

<https://www.endsleigh.co.uk/business/travel-agents-operators/school-group-travel-insurance/>

## **EASYJET (baggage allowance):**

Please refer to the *EasyJet* website for advice about your baggage allowance. All students have a 15KG hold baggage allowance, plus a cabin bag (note dimensions); students shouldn't need to pack all 15 kilos for five nights.

<http://www.easyjet.com/en/help/baggage/cabin-bag-and-hold-luggage>

## **HOTEL INFORMATION:**

### **KRAKOW (10/01/2019 – 11/01/2019)**

Batory Bis Hotel

Ul Sotyka 19

Krakow

31529

Tel: 0048 12 294 30 30

<http://www.hotelbatory.pl/en/batory-annex>

[www.hotel-batory.pl](http://www.hotel-batory.pl)

### **BERLIN (07/01/2020 - /9/01/2020)**

Citylight Hotel

Bottgerstrasse 23

Berlin

13357

Tel: (49) 30 34 66 70 90

<http://www.citylight-hotel.de/en/>