

14th October 2024



Dear Parent/Guardian,

We are very pleased that your son or daughter will be joining us on our German Tour to Berlin from 22nd to 26th October 2025. We are working with GTI School Group Travel Specialists. Thank you for the deposit received which has secured your son or daughter's place.

We have set up a general MS Teams Group for the 64 students. Students will receive group notifications here. We also have three MS Teams Groups set up for each German teacher and their own German students, where each teacher can communicate on a more personal level with their classes. Please advise your child to keep an eye on Teams for any correspondence from their teachers. Of course parents / guardians will receive correspondence directly from the school as necessitated. We have suggested a payment timeline which will hopefully spread out the cost. Of course this is only a suggested payment indicator. A student can pay more at any time or pay it all if it suits. A student can pay weekly too. All names are up on VS Ware for payments. We encourage this system, as you can see your payments and it is efficient. We facilitate alternative payment methods too.

We have lots of experience in organising tours to Germany and we will work closely with you over the next year. This is a very exciting time as we start our preparations one year in advance. As we always say there is no question too small. Each query will be dealt with efficiently and confidentially. Please contact your German teacher or Ms. Fogarty (Tour Coordinator) at any time through the school.

This is a payment indicator for Berlin Tour October 2025:

Dates	Payments
October 2024	200 Euro deposit
15th November 2024	100 Euro
13th December 2024	69 Euro
31st January 2025	100 Euro
28th February 2025	100 Euro
28th March 2025	100 Euro
28th April 2025	100 Euro
19th May 2025	100 Euro

Finally, many thanks for signing up your son/ daughter for the tour to Berlin.

Yours sincerely,

Paul Fogarty
Paul Fogarty
Principal

Ms. Tina Fogarty

Ms Emily Bergin

Mr Declan Leamy