



May 27<sup>th</sup> 2011

Dear Parents/Carers,

Headteacher: Mr. M. Smallwood

Registered Office:

Marsland Road, Sale,

Cheshire, M33 3NH

Tel: 0161 973 3217

Fax: 0161 976 4904

Email: [office@salegrammar.co.uk](mailto:office@salegrammar.co.uk)

Website: [www.salegrammar.co.uk](http://www.salegrammar.co.uk)

Company Number: 07538380

In conjunction with Teamlink Sports Tours, an established educational and activity tour operator, I am delighted to inform you that the PE Department is proposing to organise a multi sports tour to Malta during the half term holiday in June 2012. The tour will include rugby, football, netball and hockey teams. This is a valuable opportunity for students to broaden their experiences of playing competitive sport in a foreign country and against foreign opposition.

The tour would be a valuable part of your son/daughters personal and social education as well as providing a great deal of fun and enjoyment. The group will be based in St Julian's Bay in Malta and the proposed itinerary is as follows:

<b>Day 1</b>	Meet at Manchester Airport for your flight to Malta. Upon arrival in Malta you will transfer to your accommodation. After checking in to your hotel, you will have dinner, followed by orientation and the rest of the evening at leisure.
<b>Day 2</b>	After breakfast at your accommodation, your football, rugby and hockey teams will make the short walk to the local sports pitch where they will train. The netball team will be collected by coach to take them to a training session with a Maltese coach. After lunch back at the hotel, a coach will collect your teams for the first round of matches against local opposition. After the games you will enjoy the hospitality of your hosts before travelling back to your hotel for your evening dinner.
<b>Day 3</b>	After breakfast at your accommodation, a coach will collect you from the hotel to take you to Sliema port, where you will depart on your full day Comino Cruise around Malta, taking in the Blue Lagoon. After dinner at the hotel, your group will be picked up by coach to take you to your evening activities which will be a choice of bowling or getting your dancing shoes on for a salsa class.
<b>Day 4</b>	After a leisurely breakfast, your teams will have their second training session before heading back to the hotel for lunch. The afternoon will see the teams travel to their second tour fixtures on the island. After the fixtures, you will travel back to the hotel for dinner.
<b>Day 5</b>	After breakfast at your hotel, you will be picked up via coach for your excursion to the water park. After the water park, you will travel to Valetta for an afternoon sightseeing and shopping. After dinner at the hotel, your group will enjoy an end of tour disco.
<b>Day 6</b>	After breakfast, you will check out of your hotel, before your coach collects your group to take you to the airport for your flight back to Manchester.

As you can see we have planned a very full itinerary for what I am sure will be a fantastic tour.

The accommodation in which we will be staying is a four star hotel complex called the Soreda Hotel which is just outside St Julians Bay in Qawra. Pupils will be staying on a full board basis including breakfast, lunch and dinner (the hotel can provide both vegetarian and halal meal options upon request). Pupils will be staying in  $\frac{3}{4}$  people rooms with en suite shower and WC. The hotel facilities are excellent and pupils will have access to a games room, internet room and an indoor pool and two outdoor pools (conditions of use for the pools are explained in full in the contract). Please note that we will not have sole use of the accommodation and other guests may be staying at the hotel during our visit.

The touring teams will play fixtures in a similar age group to themselves although ages might vary slightly. We require the following minimum numbers of students to fill our tour squads;

Netball – 7 places

Rugby – 15 places

Football – 11 places

Hockey – 11 places

There will be a limit put on each squad and places will be allocated on a first come first served basis.

It is estimated that the cost of the trip based on 60 paying pupils will be £750. If we do not get 60 paying pupils the price of the tour may slightly increase but if we get greater numbers the price may slightly decrease, you will be made aware of any changes before a deposit is requested. This price includes accommodation, flights, all meals, all trips/activities listed in itinerary, transport whilst in resort, insurance, a personalised tour match jersey and a personalised tour cabin bag. The only additional money pupils will require is spending money whilst in Malta and at the airport and entrance to the disco. Please note that you can find all the terms and conditions for the schools insurance policy on the school website. The schools policy only covers accident/medical claims and not personal belongings, if you wish to have this level of insurance pupils are advised to seek their own additional cover.

If you would like your child to be considered for this trip please complete the attached documents listed below and return to Mr Churchill and to him only by **no later than Monday 6th June**. When all reply slips are in we will assess the viability of the trip, confirm your son/daughters place and ask for the payment of your deposit.

## **Attached docs to be completed and returned:**

### **1. Trip contract**

The trip contract describes the costs, itinerary, arrangements for travel, catering, accommodation, insurance etc. The information will form the basis of the contract between us, if you consent to your child taking part. Please sign and return **the attached copy**, a copy will be placed on the school website for your information.

### **2. Behaviour and Inclusion Contract**

The behaviour contract highlights the standards of behaviour we expect from students prior to the tour commencing and during the tour itself. You have been provided with a copy of the document which requires signing – students must also sign this contract. A copy of this contract will also be placed on the school website for your information.

### **3. Reply Slip**

Please read, sign and return accordingly.

During the trip a video will be made, and photographs taken for use in school and for promotional purposes. If you do not wish your child to feature in this video or any photographs then please indicate your wishes on the attached form.

If you have any questions about any aspect of the tour then please do not hesitate to contact me at the school.

Yours sincerely,

**Mr J. Churchill**  
**PE Teacher/School Sport Co-ordinator**  
[jts@salegrammar.co.uk](mailto:jts@salegrammar.co.uk)

**Mrs A. McPartland**  
**Business Manager**

**REPLY SLIP:- PLEASE RETURN ON Monday 6<sup>th</sup> June with your trip contract and behaviour and inclusion contract.**

Multi Sports Tour to Malta – between dates Saturday 2<sup>nd</sup> June and Sunday 10<sup>th</sup> June

STUDENT NAME: \_\_\_\_\_ FORM: \_\_\_\_\_

I/We give permission for our son/daughter to participate in the above trip/activity.

I/We enclose a signed copy of the trip contract.

I/We enclose a signed copy of the behaviour and inclusion contract.

I/We agree to impress upon him/her the necessity to behave responsibly and to help the leaders to ensure the safety of everyone on the visit.

I am aware that the school has a detailed policy on the safe running of educational visits, which I can obtain from the school. I am also aware that the school's educational visits are always well organised with a particular attention paid to health and safety. I understand that there can be no absolute guarantee of safety, but appreciate that the school leaders of the visit retain the same legal responsibility for pupils as they have in school and will do everything that is reasonably practicable to ensure the safety of everyone on the visit.

**EMERGENCY CONTACT DETAILS**

A form to obtain Emergency Contact and Medical info will be sent to you in the near future.

**SPORT**

Please indicate which team your son/daughter wishes to represent whilst on tour:

Football (boys)

Rugby (boys)

Netball (girls)

Hockey (girls)

## SWIMMING/WATER ACTIVITIES

As part of the itinerary students will visit a water park, which will supply pool attendants at each ride as its safety provision and not qualified life guards. As part of the Comino boat cruise students will have the opportunity to swim in the sea alongside the boat and may also have the opportunity to use the pools in the hotel, both will have a qualified lifeguard present. By agreeing to your child going on this trip you are indicating that they will take part in all the above activities and that you are happy for them to do so.

Please tick the box to confirm your son/daughter can swim 25m unassisted.

If your son/daughter can swim 25m unassisted how would you rate their swimming ability:

Good (club swimmer or regularly swims)

Average (occasional swimmer, mainly on holidays abroad)

Weak (very rarely swims)

## PHOTOGRAPHS

Please tick the box if you DO NOT wish your child to be photographed or videoed whilst on the Multi Sports Tour. Please understand that other children will be photographed and videoed on this trip, but that staff will ensure that your child does not appear in any of these.

## DISCOUNTS/REFUNDS

If you are due a refund that is greater than £5 we will automatically refund this amount to you. The refund will be paid directly back to you via parent pay.

## PAYMENTS

All payments will be made on parent pay listed under the account Malta Sports Tour 2012 as described in the tour contract.

Print Name (Parent/Carer): \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Contact email address: \_\_\_\_\_

## TRIP CONTACT

### MULTI SPORTS TOUR:

### TOUR COMPANY:

Teamlink  
Teamlink Sports Tour  
Victoria Buildings  
138-152 Uttoxeter New Road  
Derby  
DE22 3WZ

Please feel free to visit the Teamlink Sports Tour website at [www.teamlink.co.uk](http://www.teamlink.co.uk)

### DESTINATION

Soreda Hotel, Qawra in St Julians Bay, Malta.

We will be travelling between the dates of June 2<sup>nd</sup> – June 10<sup>th</sup> for 5 nights/6 days. Exact dates cannot be given at this moment as flights are only released 11 months prior to departure so are not available at the moment.

### PRICE:

**TOTAL: £750.00**

Non-refundable deposit: £175 by June 30<sup>th</sup> 2011

Suggested dates for payments of instalments:

29 <sup>th</sup> July 2011	£100 first payment
9 <sup>th</sup> September 2011	£125 second payment
4 <sup>th</sup> November 2011	£125 third payment
14 <sup>th</sup> January 2012	£125 fourth payment
29 <sup>th</sup> February 2012	£100 final instalment of remaining balance

Alternatively the full cost may be paid in one full payment. **All payments must have been made by 29<sup>th</sup> February 2012.** All payments will be made on parent pay under the account name Malta Sports Tour 2012.

### HIDDEN COSTS

- Meals en route
- Entrance to disco €5

Students will be asked to participate in fund raising activities/sponsorship to raise money for tour kit. We are hoping to raise enough to buy each pupil a polo shirt, water bottle and training top.

## ITINERARY:

### (ITINERARY PROVISIONAL AT THIS STAGE)

<b>Day 1</b>	Meet at Manchester Airport for your flight to Malta. Upon arrival in Malta you will transfer to your accommodation. After checking in to your hotel, you will have dinner, followed by orientation and the rest of the evening at leisure.
<b>Day 2</b>	After breakfast at your accommodation, your football, rugby and hockey teams will make the short walk to the local sports pitch where they will train. The netball team will be collected by coach to take them to a training session with a Maltese coach. After lunch back at the hotel, a coach will collect your teams for the first round of matches against local opposition. After the games you will enjoy the hospitality of your hosts before travelling back to your hotel for your evening dinner.
<b>Day 3</b>	After breakfast at your accommodation, a coach will collect you from the hotel to take you to Sliema port, where you will depart on your full day Comino Cruise around Malta, taking in the Blue Lagoon. After dinner at the hotel, your group will be picked up by coach to take you to your evening activities which will be a choice of bowling or getting your dancing shoes on for a salsa class.
<b>Day 4</b>	After a leisurely breakfast, your teams will have their second training session before heading back to the hotel for lunch. The afternoon will see the teams travel to their second tour fixtures on the island. After the fixtures, you will travel back to the hotel for dinner.
<b>Day 5</b>	After breakfast at your hotel, you will be picked up via coach for your excursion to the water park. After the water park, you will travel to Valetta for an afternoon sightseeing and shopping. After dinner at the hotel, your group will enjoy an end of tour disco.
<b>Day 6</b>	After breakfast, you will check out of your hotel, before your coach collects your group to take you to the airport for your flight back to Manchester.

## TRANSPORT:

Air Travel from Manchester to Malta and return (Students will be expected to meet at Manchester Airport).

Coach transfers to destinations.

Coach transfers for all excursions.

Coach transfers to all local fixtures and training where required.

**Please note that Teamlink Sports Tours will endeavour to use coaches fitted with seat belts whenever possible, but legislation in Malta is such that this cannot be guaranteed for every journey.**

**When seatbelts are fitted all pupils are required to wear these at all times.**

## ACCOMMODATION:

Soreda Hotel, St Julians Bay, Qawra, Malta

Tourist accommodation class 4\*, all rooms with shower and WC and a private balcony.

Students will share in groups of 3/4.

The complex does have a number of swimming pools which the students will have access to. **The pool is not manned by a lifeguard. Students must only enter a pool when the member of staff from Sale Grammar who is a qualified lifeguard is present and when they have asked that member of staff's permission. There will also be an opportunity for pupils to swim in the sea when they are on the comino boat cruise and if we visit a beach, but again pupils will only be able to enter the water with permission of staff and under the supervision of the member of staff how is a qualified lifeguard.**

### **MEALS INCLUDED:**

Students will be provided with three meals per day:

Breakfast

Lunch

Dinner

Please note that drinks are only provided with breakfast and only water is available with other meals.

(Packed lunches are provided on excursion days).

The first meal will be dinner on Day 1 and the final meal will be breakfast on Day 6 \*subject to flight times). No meals are provided en route.

Food is served through a buffet style service.

A vegetarian option will be provided at all meal times. You will be asked to indicate if your child would prefer a vegetarian meal.

### **SPORTS:**

Students must indicate which squad they wish to belong to whilst on the tour. We are asked by the tour company to achieve appropriate squad sizes for each sport in order to cover for all eventualities. For football, rugby, netball and hockey matches will be played against local opposition in a similar age groups to themselves.

### **MINIMUM NUMBERS:**

The minimum number required for the trip to run is 44. If insufficient numbers of pupils choose to go then the trip may have to be cancelled.

## **COMPLAINTS:**

Complaints relevant to any aspect of the contract as performed must be made in writing to us within 14 days of return.

## **INSURANCE:**

Please note that you can find all the terms and conditions for the schools insurance policy on the schools website. The schools policy only covers accident/medical claims and not personal belongings. If you wish to have this level of insurance pupils are advised to seek their own additional cover.

## **ANY AGREED SPECIAL REQUESTS**

Any special dietary requirements are requested on the Emergency Contact/Medical forms and our provisions will be based on the information provided on these forms. You will receive these forms at a later date.

## **CONTACT:**

During the normal school day contact should be made through the school on the normal number: 0161 973 3217. The office staff will be able to contact the group leader and other members of the organising committee.

Outside of normal school hours in an emergency only you will be able to contact a member of staff on the visit. You will be provided with contact details nearer the departure date.

## **HEALTH FORMALITIES**

You must complete a medical form to the best of your knowledge. The school will accept no liability for issues arising from inaccurate information or omissions.

No medication will be provided by staff. Any prescription medicines that your child needs to take must be labelled with their name, form, and dosage instructions. These will be kept by the first aid providers. However, they will not be administered by them: Please ensure your child knows the correct dosage of their medication.

Parents are also advised to provide their child with a small medicine kit containing basic first aid items such as plasters, paracetamol, stomach settlers, travel sickness tablets, insect repellent etc.

It will be the responsibility of the pupil to bring their own sun cream and we would recommend bringing a high factor cream of SPF30 or above. The pupils will be reminded to apply cream by staff whilst out in the sun but it will ultimately be their responsibility to apply the lotion.

Should a medical issue arise after the medical form has been returned you should inform the Group Leader in writing, specifying the nature of the problem, any implications for involvement in the activities, any special requirements and details of any medication.

Staff trained in first aid will be available. Where required they will seek the assistance of ambulance staff or take your child to the nearest hospital. You will be contacted by one of the organisers in such instances.

**SIGNATURE OF ORGANISER:**

**DATE:**

**SIGNATURE OF PARENT / CARER:**

**DATE:**

**NAME OF PARTICIPANT:**

**DATE OF BIRTH:**

## BEHAVIOUR AND INCLUSION CONTRACT

### Multi Sports Tour – Malta 2012

In order to ensure a happy and successful sports tour for all, we expect participants to behave in an acceptable and responsible manner.

This will include the following instructions.

- No smoking or drinking alcohol.
- Attend all tour activities, unless medically excused.
- Enter one another's room only with the permission of the occupants.
- Remain in your rooms after a set time each evening as requested by members of staff.
- Attend all meals, If you suspect that your friends are not eating enough please let a member of staff know. Sports tours are physically demanding and pupils will need energy if they are to get the most out of the trip.
- Be punctual to all activities.
- Participate in all the extra activities. You will not be able to remain in your room on your own.
- Behave sensibly at all times, you are representing yourself, your school and your country.
- Be courteous to all members of staff, other pupils and people met whilst on the tour.
- Look after all the equipment you are given and for safety reasons only use the equipment you have been given. Respect each others belongings.
- Be responsible for your own possessions i.e. money, cameras etc.

If participants fail to adhere to any of the above instructions, the incident will be reported to the Headteacher and parents will be contacted. Depending on the severity of the incident you may be excluded from any future trip.

We have read and agree to abide by all the conditions of inclusion as proposed in all the information given by the school. (Behaviour and Inclusion contract).

Name: \_\_\_\_\_

Form: \_\_\_\_\_

Parent/Carer Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Pupil Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **INCLUSION/SELECTION POLICY**

### **Multi Sports Tour – Malta 2012**

- As part of the overall risk assessment which will be carried out, the party leader will consider whether or not any pupil represents a health and safety risk on the trip. It is important that pupils who wish to participate in the trip have been able to demonstrate in school that they are able to observe rules and regulations correctly and do not demonstrate behaviour which would not represent potential risks when on a trip abroad.
- Where the party leader believes that a pupil could represent a health and safety risk, he/she will discuss this initially with the parents and pupil. If, after this discussion, the party leader continues to believe that health and safety risks are such that a pupil should not be allowed on the trip, this recommendation should be submitted to the Headteacher with supporting evidence. The Headteacher will take this recommendation and evidence to the Governors' Committee responsible for approving trips, where a final decision will be made.

Please note that unless a replacement can be found for them on the trip, you will be liable to pay any costs incurred to date.

Both pupils and parents are required to sign the Behaviour and inclusion contact at the start of the payments.

The inclusion policy has been designed to ensure the safety of the students and staff on the school sports tours and have evolved as a result of experiences gained over tours during the past 10 years.



Headteacher: Mr. M. Smallwood

Registered Office:

Marsland Road, Sale,  
Cheshire, M33 3NH

Tel: 0161 973 3217

Fax: 0161 976 4904

Email: [office@salegrammar.co.uk](mailto:office@salegrammar.co.uk)

Website: [www.salegrammar.co.uk](http://www.salegrammar.co.uk)

Company Number: 07538380

May 20<sup>th</sup> 2011

Dear Parents/Carers Years 8&9,

In conjunction with Teamlink Sports Tours, an established educational and activity tour operator, I am delighted to inform you that the PE Department is proposing to organise a multi sports tour to Malta during the half term holiday in June 2012. The tour will include rugby, football, netball and hockey teams. This is a valuable opportunity for students to broaden their experiences of playing competitive sport in a foreign country and against foreign opposition.

The tour would be a valuable part of your son/daughters personal and social education as well as providing a great deal of fun and enjoyment. The group will be based in St Julian's Bay in Malta and the proposed itinerary is as follows:

<b>Day 1</b>	Meet at Manchester Airport for your flight to Malta. Upon arrival in Malta you will transfer to your accommodation. After checking in to your hotel, you will have dinner, followed by orientation and the rest of the evening at leisure.
<b>Day 2</b>	After breakfast at your accommodation, your football, rugby and hockey teams will make the short walk to the local sports pitch where they will train. The netball team will be collected by coach to take them to a training session with a Maltese coach. After lunch back at the hotel, a coach will collect your teams for the first round of matches against local opposition. After the games you will enjoy the hospitality of your hosts before travelling back to your hotel for your evening dinner.
<b>Day 3</b>	After breakfast at your accommodation, a coach will collect you from the hotel to take you to Sliema port, where you will depart on your full day Comino Cruise around Malta, taking in the Blue Lagoon. After dinner at the hotel, your group will be picked up by coach to take you to your evening activities which will be a choice of bowling or getting your dancing shoes on for a salsa class.
<b>Day 4</b>	After a leisurely breakfast, your teams will have their second training session before heading back to the hotel for lunch. The afternoon will see the teams travel to their second tour fixtures on the island. After the fixtures, you will travel back to the hotel for dinner.
<b>Day 5</b>	After breakfast at your hotel, you will be picked up via coach for your excursion to the water park. After the water park, you will travel to Valetta for an afternoon sightseeing and shopping. After dinner at the hotel, your group will enjoy an end of tour disco.
<b>Day 6</b>	After breakfast, you will check out of your hotel, before your coach collects your group to take you to the airport for your flight back to Manchester.

As you can see we have planned a very full itinerary for what I am sure will be a fantastic tour.

The accommodation in which we will be staying is a four star hotel complex called the Soreda Hotel which is just outside St Julians Bay in Qawra. Pupils will be staying on a full board basis including breakfast, lunch and dinner (the hotel can provide both vegetarian and halal meal options upon request). Pupils will be staying in 3/4 people rooms with en suite shower and WC. The hotel facilities are excellent and pupils will have access to a games room, internet room and an indoor pool and two outdoor pools (conditions of use for the pools are explained in full in the contract). Please note that we will not have sole use of the accommodation and other guests may be staying at the hotel during our visit.

The tour is being offered to the current Year 8 and Year 9 pupils and the teams will play fixtures in a similar age group to themselves, although ages might vary slightly. The tour is open to all pupils within Years 8 and 9 irrespective of previous involvement in school sports teams. We require the following minimum numbers of students to fill our tour squads;

Netball – 7 places

Rugby – 15 places

Football – 11 places

Hockey – 11 places

There will be a limit put on each squad and places will be allocated on a first come first served basis.

It is estimated that the cost of the trip based on 60 paying pupils will be £750. If we do not get 60 paying pupils the price of the tour may slightly increase but if we get greater numbers the price may slightly decrease, you will be made aware of any changes before a deposit is requested. This price includes accommodation, flights, all meals, all trips/activities listed in itinerary, transport whilst in resort, insurance, a personalised tour match jersey and a personalised tour cabin bag. The only additional money pupils will require is spending money whilst in Malta and at the airport and entrance to the disco. Please note that you can find all the terms and conditions for the schools insurance policy on the school website. The schools policy only covers accident/medical claims and not personal belongings, if you wish to have this level of insurance pupils are advised to seek their own additional cover.

If you would like your child to be considered for this trip please complete the attached documents listed below and return to Mr Churchill and to him only by **no later than Thursday 26<sup>th</sup> May**. When all reply slips are in we will assess the viability of the trip, confirm your son/daughters place and ask for the payment of your deposit.

## **Attached docs to be completed and returned:**

### **1. Trip contract**

The trip contract describes the costs, itinerary, arrangements for travel, catering, accommodation, insurance etc. The information will form the basis of the contract between us, if you consent to your child taking part. Please sign and return **the attached copy**, a copy will be placed on the school website for your information.

### **2. Behaviour and Inclusion Contract**

The behaviour contract highlights the standards of behaviour we expect from students prior to the tour commencing and during the tour itself. You have been provided with a copy of the document which requires signing – students must also sign this contract. A copy of this contract will also be placed on the school website for your information.

### **3. Reply Slip**

Please read, sign and return accordingly.

During the trip a video will be made, and photographs taken for use in school and for promotional purposes. If you do not wish your child to feature in this video or any photographs then please indicate your wishes on the attached form.

If you have any questions about any aspect of the tour then please do not hesitate to contact me at the school.

Yours sincerely,

**Mr J. Churchill**  
**PE Teacher/School Sport Co-ordinator**  
[jts@salegrammar.co.uk](mailto:jts@salegrammar.co.uk)

**Mrs A. McPartland**  
**Business Manager**

**REPLY SLIP:- PLEASE RETURN ON Thursday 26<sup>th</sup> May with your trip contract and behaviour and inclusion contract.**

Multi Sports Tour to Malta – between dates Saturday 2<sup>nd</sup> June and Sunday 10<sup>th</sup> June

STUDENT NAME: \_\_\_\_\_ FORM: \_\_\_\_\_

I/We give permission for our son/daughter to participate in the above trip/activity.

I/We enclose a signed copy of the trip contract.

I/We enclose a signed copy of the behaviour and inclusion contract.

I/We agree to impress upon him/her the necessity to behave responsibly and to help the leaders to ensure the safety of everyone on the visit.

I am aware that the school has a detailed policy on the safe running of educational visits, which I can obtain from the school. I am also aware that the school's educational visits are always well organised with a particular attention paid to health and safety. I understand that there can be no absolute guarantee of safety, but appreciate that the school leaders of the visit retain the same legal responsibility for pupils as they have in school and will do everything that is reasonably practicable to ensure the safety of everyone on the visit.

**EMERGENCY CONTACT DETAILS**

A form to obtain Emergency Contact and Medical info will be sent to you in the near future.

**SPORT**

Please indicate which team your son/daughter wishes to represent whilst on tour:

Football (boys)

Rugby (boys)

Netball (girls)

Hockey (girls)

## SWIMMING/WATER ACTIVITIES

As part of the itinerary students will visit a water park, which will supply pool attendants at each ride as its safety provision and not qualified life guards. As part of the Comino boat cruise students will have the opportunity to swim in the sea alongside the boat and may also have the opportunity to use the pools in the hotel, both will have a qualified lifeguard present. By agreeing to your child going on this trip you are indicating that they will take part in all the above activities and that you are happy for them to do so.

Please tick the box to confirm your son/daughter can swim 25m unassisted.

If your son/daughter can swim 25m unassisted how would you rate their swimming ability:

Good (club swimmer or regularly swims)

Average (occasional swimmer, mainly on holidays abroad)

Weak (very rarely swims)

## PHOTOGRAPHS

Please tick the box if you DO NOT wish your child to be photographed or videoed whilst on the Multi Sports Tour. Please understand that other children will be photographed and videoed on this trip, but that staff will ensure that your child does not appear in any of these.

## DISCOUNTS/REFUNDS

If you are due a refund that is greater than £5 we will automatically refund this amount to you. The refund will be paid directly back to you via parent pay.

## PAYMENTS

All payments will be made on parent pay listed under the account Malta Sports Tour 2012 as described in the tour contract.

Print Name (Parent/Carer): \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Contact email address: \_\_\_\_\_

## TRIP CONTACT

### MULTI SPORTS TOUR:

### TOUR COMPANY:

Teamlink  
Teamlink Sports Tour  
Victoria Buildings  
138-152 Uttoxeter New Road  
Derby  
DE22 3WZ

Please feel free to visit the Teamlink Sports Tour website at [www.teamlink.co.uk](http://www.teamlink.co.uk)

### DESTINATION

Soreda Hotel, Qawra in St Julians Bay, Malta.

We will be travelling between the dates of June 2<sup>nd</sup> – June 10<sup>th</sup> for 5 nights/6 days. Exact dates cannot be given at this moment as flights are only released 11 months prior to departure so are not available at the moment.

### PRICE:

**TOTAL: £750.00**

Non-refundable deposit: £175 by June 24<sup>th</sup> 2011

Suggested dates for payments of instalments:

29 <sup>th</sup> July 2011	£100 first payment
9 <sup>th</sup> September 2011	£125 second payment
4 <sup>th</sup> November 2011	£125 third payment
14 <sup>th</sup> January 2012	£125 fourth payment
29 <sup>th</sup> February 2012	£100 final instalment of remaining balance

Alternatively the full cost may be paid in one full payment. **All payments must have been made by 29<sup>th</sup> February 2012.** All payments will be made on parent pay under the account name Malta Sports Tour 2012.

### HIDDEN COSTS

- Meals en route
- Entrance to disco €5

Students will be asked to participate in fund raising activities/sponsorship to raise money for tour kit. We are hoping to raise enough to buy each pupil a polo shirt, water bottle and training top.

## ITINERARY:

### (ITINERARY PROVISIONAL AT THIS STAGE)

<b>Day 1</b>	Meet at Manchester Airport for your flight to Malta. Upon arrival in Malta you will transfer to your accommodation. After checking in to your hotel, you will have dinner, followed by orientation and the rest of the evening at leisure.
<b>Day 2</b>	After breakfast at your accommodation, your football, rugby and hockey teams will make the short walk to the local sports pitch where they will train. The netball team will be collected by coach to take them to a training session with a Maltese coach. After lunch back at the hotel, a coach will collect your teams for the first round of matches against local opposition. After the games you will enjoy the hospitality of your hosts before travelling back to your hotel for your evening dinner.
<b>Day 3</b>	After breakfast at your accommodation, a coach will collect you from the hotel to take you to Sliema port, where you will depart on your full day Comino Cruise around Malta, taking in the Blue Lagoon. After dinner at the hotel, your group will be picked up by coach to take you to your evening activities which will be a choice of bowling or getting your dancing shoes on for a salsa class.
<b>Day 4</b>	After a leisurely breakfast, your teams will have their second training session before heading back to the hotel for lunch. The afternoon will see the teams travel to their second tour fixtures on the island. After the fixtures, you will travel back to the hotel for dinner.
<b>Day 5</b>	After breakfast at your hotel, you will be picked up via coach for your excursion to the water park. After the water park, you will travel to Valetta for an afternoon sightseeing and shopping. After dinner at the hotel, your group will enjoy an end of tour disco.
<b>Day 6</b>	After breakfast, you will check out of your hotel, before your coach collects your group to take you to the airport for your flight back to Manchester.

## TRANSPORT:

Air Travel from Manchester to Malta and return (Students will be expected to meet at Manchester Airport).

Coach transfers to destinations.

Coach transfers for all excursions.

Coach transfers to all local fixtures and training where required.

**Please note that Teamlink Sports Tours will endeavour to use coaches fitted with seat belts whenever possible, but legislation in Malta is such that this cannot be guaranteed for every journey.**

**When seatbelts are fitted all pupils are required to wear these at all times.**

## ACCOMMODATION:

Soreda Hotel, St Julians Bay, Qawra, Malta

Tourist accommodation class 4\*, all rooms with shower and WC and a private balcony.

Students will share in groups of 3/4.

The complex does have a number of swimming pools which the students will have access to. **The pool is not manned by a lifeguard. Students must only enter a pool when the member of staff from Sale Grammar who is a qualified lifeguard is present and when they have asked that member of staff's permission. There will also be an opportunity for pupils to swim in the sea when they are on the comino boat cruise and if we visit a beach, but again pupils will only be able to enter the water with permission of staff and under the supervision of the member of staff how is a qualified lifeguard.**

### **MEALS INCLUDED:**

Students will be provided with three meals per day:

Breakfast

Lunch

Dinner

Please note that drinks are only provided with breakfast and only water is available with other meals.

(Packed lunches are provided on excursion days).

The first meal will be dinner on Day 1 and the final meal will be breakfast on Day 6 \*subject to flight times). No meals are provided en route.

Food is served through a buffet style service.

A vegetarian option will be provided at all meal times. You will be asked to indicate if your child would prefer a vegetarian meal.

### **SPORTS:**

Students must indicate which squad they wish to belong to whilst on the tour. We are asked by the tour company to achieve appropriate squad sizes for each sport in order to cover for all eventualities. For football, rugby, netball and hockey matches will be played against local opposition in a similar age groups to themselves.

### **MINIMUM NUMBERS:**

The minimum number required for the trip to run is 44. If insufficient numbers of pupils choose to go then the trip may have to be cancelled.

## **COMPLAINTS:**

Complaints relevant to any aspect of the contract as performed must be made in writing to us within 14 days of return.

## **INSURANCE:**

Please note that you can find all the terms and conditions for the schools insurance policy on the schools website. The schools policy only covers accident/medical claims and not personal belongings. If you wish to have this level of insurance pupils are advised to seek their own additional cover.

## **ANY AGREED SPECIAL REQUESTS**

Any special dietary requirements are requested on the Emergency Contact/Medical forms and our provisions will be based on the information provided on these forms. You will receive these forms at a later date.

## **CONTACT:**

During the normal school day contact should be made through the school on the normal number: 0161 973 3217. The office staff will be able to contact the group leader and other members of the organising committee.

Outside of normal school hours in an emergency only you will be able to contact a member of staff on the visit. You will be provided with contact details nearer the departure date.

## **HEALTH FORMALITIES**

You must complete a medical form to the best of your knowledge. The school will accept no liability for issues arising from inaccurate information or omissions.

No medication will be provided by staff. Any prescription medicines that your child needs to take must be labelled with their name, form, and dosage instructions. These will be kept by the first aid providers. However, they will not be administered by them: Please ensure your child knows the correct dosage of their medication.

Parents are also advised to provide their child with a small medicine kit containing basic first aid items such as plasters, paracetamol, stomach settlers, travel sickness tablets, insect repellent etc.

It will be the responsibility of the pupil to bring their own sun cream and we would recommend bringing a high factor cream of SPF30 or above. The pupils will be reminded to apply cream by staff whilst out in the sun but it will ultimately be their responsibility to apply the lotion.

Should a medical issue arise after the medical form has been returned you should inform the Group Leader in writing, specifying the nature of the problem, any implications for involvement in the activities, any special requirements and details of any medication.

Staff trained in first aid will be available. Where required they will seek the assistance of ambulance staff or take your child to the nearest hospital. You will be contacted by one of the organisers in such instances.

**SIGNATURE OF ORGANISER:**

**DATE:**

**SIGNATURE OF PARENT / CARER:**

**DATE:**

**NAME OF PARTICIPANT:**

**DATE OF BIRTH:**

## BEHAVIOUR AND INCLUSION CONTRACT

### Multi Sports Tour – Malta 2012

In order to ensure a happy and successful sports tour for all, we expect participants to behave in an acceptable and responsible manner.

This will include the following instructions.

- No smoking or drinking alcohol.
- Attend all tour activities, unless medically excused.
- Enter one another's room only with the permission of the occupants.
- Remain in your rooms after a set time each evening as requested by members of staff.
- Attend all meals, If you suspect that your friends are not eating enough please let a member of staff know. Sports tours are physically demanding and pupils will need energy if they are to get the most out of the trip.
- Be punctual to all activities.
- Participate in all the extra activities. You will not be able to remain in your room on your own.
- Behave sensibly at all times, you are representing yourself, your school and your country.
- Be courteous to all members of staff, other pupils and people met whilst on the tour.
- Look after all the equipment you are given and for safety reasons only use the equipment you have been given. Respect each others belongings.
- Be responsible for your own possessions i.e. money, cameras etc.

If participants fail to adhere to any of the above instructions, the incident will be reported to the Headteacher and parents will be contacted. Depending on the severity of the incident you may be excluded from any future trip.

We have read and agree to abide by all the conditions of inclusion as proposed in all the information given by the school. (Behaviour and Inclusion contract).

Name: \_\_\_\_\_

Form: \_\_\_\_\_

Parent/Carer Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Pupil Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **INCLUSION/SELECTION POLICY**

### **Multi Sports Tour – Malta 2012**

- As part of the overall risk assessment which will be carried out, the party leader will consider whether or not any pupil represents a health and safety risk on the trip. It is important that pupils who wish to participate in the trip have been able to demonstrate in school that they are able to observe rules and regulations correctly and do not demonstrate behaviour which would not represent potential risks when on a trip abroad.
- Where the party leader believes that a pupil could represent a health and safety risk, he/she will discuss this initially with the parents and pupil. If, after this discussion, the party leader continues to believe that health and safety risks are such that a pupil should not be allowed on the trip, this recommendation should be submitted to the Headteacher with supporting evidence. The Headteacher will take this recommendation and evidence to the Governors' Committee responsible for approving trips, where a final decision will be made.

Please note that unless a replacement can be found for them on the trip, you will be liable to pay any costs incurred to date.

Both pupils and parents are required to sign the Behaviour and inclusion contact at the start of the payments.

The inclusion policy has been designed to ensure the safety of the students and staff on the school sports tours and have evolved as a result of experiences gained over tours during the past 10 years.



Headteacher: Mr. M. Smallwood

Registered Office:

Marsland Road, Sale,  
Cheshire, M33 3NH

Tel: 0161 973 3217

Fax: 0161 976 4904

Email: [office@salegrammar.co.uk](mailto:office@salegrammar.co.uk)

Website: [www.salegrammar.co.uk](http://www.salegrammar.co.uk)

Company Number: 07538380

June 8<sup>th</sup> 2011

Dear Parents/Carers,

I am very pleased to confirm that due to a very successful response to our proposed Sports Tour to Malta, the trip will be going ahead and that your son/daughter has secured a place on the tour.

We intend to keep to the itinerary proposed in the initial tour contract (a copy of which can be found on our schools website under the trips section) with the only addition being a third fixture for the hockey team due to the number large number of girls in the hockey squad.

The trip will take place between the 2<sup>nd</sup> June and 10<sup>th</sup> June 2012 for five nights/six days. The exact dates of the trip are still to be announced as flights are not released until eleven months before the date of travel and are subject to confirmation from the tour company once they have received the initial deposit.

The cost of the trip has reduced to £744 per student and what is included in the price remains as stated in the tour contract.

**The initial deposit of £175 is now due and must be paid by no later than June 24<sup>th</sup> 2011 for Year 8 and 9 pupils and June 30<sup>th</sup> for Year 7 pupils.** A full list of further payments is listed below. Please note that you can pay more than the amount stated if you wish and that the amount listed is the minimum amount you need to pay by each date and that any late payment is subject to a £25 late fee.

29 <sup>th</sup> July 2011	£100 first payment
9 <sup>th</sup> September 2011	£125 second payment
4 <sup>th</sup> November 2011	£125 third payment
14 <sup>th</sup> January 2012	£120 Fourth payment
29 <sup>th</sup> February 2012	£99 Final instalment of remaining balance

All payments are to be made via ParentPay or PayPoint and will be listed as Malta Sports Tour 2012.

Please return the attached slip stating that you accept a place for your son/daughter on the tour and will be making an initial payment of £175 by June 24<sup>th</sup> for Year 8 and 9 pupils and June 30<sup>th</sup> for Year 7 pupils to act as a deposit. Can you also please provide your son/daughters name as stated on their passport, their passport number and expiry and their European Health Insurance Card number (EHIC) and expiry. If this information is unavailable please provide it as soon as it is available.

If you have any questions about any aspect of the tour then please do not hesitate to contact me at the school.

Yours Sincerely,

Mr J. Churchill  
PE Teacher/School Sport Co-ordinator  
[jtc@salegrammar.co.uk](mailto:jtc@salegrammar.co.uk)

Mrs A. McPartland  
Business Manager

**Reply Slip: Please return to Mr Churchill by Friday June 17<sup>th</sup> 2011**

**Student Name:** \_\_\_\_\_ **Form:** \_\_\_\_\_

I confirm that I will be making an initial payment of £175 by no later than June 24<sup>th</sup> 2011 for Year 8 and 9 pupils and June 30<sup>th</sup> for Year 7 pupils, to act as a deposit and that I understand the payment schedule and will ensure that I make prompt payments. I also understand that any late payments are subject to a £25 late fee.

**Print Name:** \_\_\_\_\_

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

\_\_\_\_\_

\*Please print your child's name below as it appears on their passport along with their passport number and expiry date\*

**Name:** \_\_\_\_\_

**Passport Number:** \_\_\_\_\_

**Expiry Date:** \_\_\_\_\_

\*Please print your child's European Health Card number and expiry below\*

**EHIC Number:** \_\_\_\_\_

**EHIC Expiry:** \_\_\_\_\_