

9 January 2012

## German Exchange 2011-2012

Dear Parents,

I know it seems a long time ago, but thank you very much for accommodating your daughter's exchange partner and looking after her so well. They all enjoyed their stay in London and are looking forward to welcoming your daughter in Aachen.

I have booked the train from London to Aachen:

Departure/Arrival Times		Station
Depart Fri 10 Feb.	08.57	London St. Pancras
Arrive	14.36	Aachen Hbf.
Depart Thurs 16 Feb.	07.23	Aachen Hbf.
Arrive	14.03	London St. Pancras

I suggest that we meet on **Friday, 10 February 2012 at 07.45 at London St. Pancras** in front of the Eurostar check-in. I hope that this early start does not cause too much of an inconvenience for you.

We will return on **Thursday, 16 February 2012 at 14.03** and arrive at St. Pancras. Could you please let me know whether you will be collecting your daughter at St. Pancras station or whether she will make her own way home?

I would like to ask for your permission to let the girls go out in small groups of at least three without being accompanied by a member of staff in Germany. This would be for a limited period of time only in order to do the Aachen town quiz and some shopping.

Your daughter must take a valid passport on her trip to Germany as well as a European Health Card. I would be grateful if a copy of the passport could be handed in prior to our journey.

Could you please fill in the tear-off slip below as well as the parental consent form and return it to me by **Monday, 16 January 2012**.

My mobile telephone number during the exchange visit will be 07807 462 334. I will be staying with Frau Ilse Barwich. Her phone number is 0049 (0) 241 744 22 in case you need to contact me in an emergency while your daughter is in Aachen.

I hope this exchange will be most enjoyable for your daughter and that she will benefit both culturally and linguistically from the stay.

A. Stöckmann  
Head of German

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**German Exchange 10 - 16 February 2012**

Name of Pupil:.....

- I give permission for my daughter to go out in small groups of three, unaccompanied by a member of staff, for a limited period of time during the visit.
- I enclose a copy of my daughter's passport.
- I will collect my daughter on **Thursday, 16 February 2012** at 14.03 from St. Pancras Station.
- My daughter will make her own way own.

Please delete as applicable.

Signature of Parent: ..... Date: .....