



28th November 2018

Dear Parent/Guardian,

YEAR 10 & 11 FRENCH EXCHANGE 2019

English students in France: **4 – 11 March 2019**

French students in England: **29 March – 5 April 2019**

The French department is writing to you with details of our new French exchange. It is with the Lycée Montesquieu, a mixed secondary school in Bordeaux in the south west of France.

The exchange students will fly to Bordeaux in a party escorted by myself and two other staff from the French Department and we remain on hand for the duration of the stay. There are organised outings to Bordeaux and the surrounding area, such as the Dune du Pilat, Europe's tallest sand dune, and various cultural activities. There will also be opportunities to participate in excursions with the host families and our students will spend at least one day in school with their partners. The boys are encouraged to take advantage of every opportunity to practise French with their host families.

For the English leg, much the same arrangements apply, with Judd organising several outings for the French students plus a joint day trip with their English counterparts. The French students will be arriving on Friday 29th March, which is an inset day, so there will also be plenty of opportunity for you to show your guest some local sites of interest.

As we are constrained by the number of exchange partners at the Lycee Montesquieu there are **thirty places available**, of which fifteen will be allocated to Yr 10 boys and the remaining fifteen to Yr 11. The French school is mixed so a number of the visiting students will be female and we pay considerable attention to matching partners as closely as possible according to age and interests, in order to ensure a happy exchange.

The cost of the exchange is approximately £396, with a **deposit of £100 payable by 9:00am on Monday 10th December if selected**, followed by two further instalments in January and February. This includes airfares, insurance and travel to/from the airport as well as the English leg expenses for the French visit in March/April. We will be able to confirm the final cost once the flights and outings have been booked.

As a result of recent changes to the Keeping Children Safe in Education guidance, the school now has to obtain DBS checks for all individuals aged 16 or over who will be involved in the exchange if they are taking part in any activity to do with the exchange that is not under the direct supervision of a member of Judd staff. This means the families of those students who are allocated a place, and includes any siblings who either live at home with you or will be visiting during the exchange, as well as any other visitors/guests to your home at this time. We will be in touch early in the New Year with further details about this but would like to flag up that it will be happening and that there will be an additional cost on top of that quoted above associated with the checks.

If you would like your son to take part in this trip, please can you complete the **online booking form** and a **code of conduct** form via the links below **by 9:00am on Wednesday 5th December**. We will also need a copy of the **photo page of your son's passport**, which can either be put in the Finance box in student reception or emailed to Anna Harvey of the Finance office on aharvey@judd.kent.sch.uk.

Booking form: <https://goo.gl/forms/2GzST912REIXYY7F3>

Code of conduct form: <https://goo.gl/forms/oOblfPRDo2EkAy5R2>

In the event that the trip is oversubscribed, as is likely to be the case, the school will operate its policy of allocating places by random selection from all responses received by the deadline, using an Excel function. Everyone else will be put on a reserve list on the same basis, in case it is not possible to find a suitable exchange partner for any individual, particularly as not everyone can accommodate a female exchange. This latter is only possible if a separate bedroom is available but, as we will not know the gender breakdown of the French students when we allocate our places, it is possible that someone could lose their place if they are unable to host a girl. We would make every effort to avoid this but, should it prove necessary, all monies paid will be refunded.

If financial difficulties prevent your son from participating in the trip, an approach can be made in confidence to our School Business Manager, Clare Morey. Please write via email in the first instance to cmorey@judd.kent.sch.uk.

As a result of the changes to data protection rules following the introduction of the General Data Protection Regulations, I would advise that personal data regarding your son (passport, dietary and relevant medical information) will be passed to the airline, and to relevant medical and dietary information to the host family. By paying the deposit, you are giving the school explicit permission to share this data with the relevant people as it is a necessity for the safe organisation of the trip and we are contractually bound to do so. Consequently, failure to agree will unfortunately mean that your son is unable to go. If you have any concerns about this or would like to know more information, please contact Mrs Morey on the above email.

May I take this opportunity to underline that the exchange offers an excellent chance for those doing French GCSE to improve their oral and listening skills dramatically. We believe students can gain enormously in terms of self-confidence, in addition to improving their French.

Please do not hesitate to contact me, preferably via e-mail, should you have any further questions.

Yours sincerely,

Monsieur Villeléger

Teacher of French

Head of Evans House

E-mail: cvilleleger@judd.kent.sch.uk

