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10 January 2017

Dear Parent/Carer

### **New York City Trip-February 2018**

I am writing to inform you about an exciting educational trip to New York City in February 2018; this trip is available to the Business and Art students. The trip provides an exclusive opportunity for students to discover how their subject is put into practice at this world famous destination.

We are yet to make a booking but will be planning the trip on the basis of a minimum of 20 students attending. The cost of the trip will be in the region of £1350 and will include: return transfer from Caedmon College to designated airport, return flights from either London or Manchester to New York City, fuel surcharges and airport taxes (currently £299.35 per person, subject to change until booked), accommodation in Manhattan in twin or triple bedded rooms with en-suite bathrooms, breakfasts at the accommodation, transportation by private coach for airport transfers, entry fees include Statue of Liberty and Ellis Island, the UN Building and Top of the Rock, guided tours of Wall Street and the 9/11 Memorial including entry into their tribute centre, and 100% financial protection through the Travel Trust Association Licence and ATOL Licence. The trip will also allow for students to experience local attractions such as, Times Square, art museums, Central Park, Brooklyn Bridge and the option to watch a Broadway musical or they could possibly attend a basketball match at Madison Square Gardens.

If you would like your son/daughter to be included in the trip then please attend an information evening in the **learning centre on Thursday 26 January at 5.45pm**. At this meeting you will be able to pay a non-refundable deposit of £135 (10%). A further 10% will then be paid 60 days after and the final payment is made 90 days prior to the trip. The cost of the trip is based on the current exchange rate. I believe that this trip will allow your son/daughter to truly explore New York City and experience a once in a lifetime opportunity.

The travel company that we have decided to plan our trip with is called "Kipling Travel". They have a management team with over 36 years' experience of tailor-made tours for schools and colleges, including 9-years of working, and collaborating together, as an efficient and professional team. After researching other travel companies, we feel that this is the best company to travel with based on what they can offer in terms of accommodation, their trips to local attractions and their overall price per student.

If you are unable to attend on 26 January or require any further information, please do not hesitate to contact myself or Mrs Brown at the College. (email [k.majer@ccwhitby.org](mailto:k.majer@ccwhitby.org) or [a.brown@ccwhitby.org](mailto:a.brown@ccwhitby.org).)

Yours sincerely

A handwritten signature in black ink, appearing to be 'K Majer', with a long horizontal flourish extending to the right.

Miss K Majer  
Subject Leader: Business

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Principal: Keith Prytherch, BEd, MBA