



HEANOR GATE SCIENCE COLLEGE

“Develop all learners to achieve their full potential”
“Create a culture of aspiration”

Principal: **Mr S Huntington**



October 2019

Dear Parent/Carer

Washington DC and New York Trip – 4 April 2020 – 11 April 2020

I write to confirm that the main elements for the above trip are now booked. **The final cost of this trip is now £1575.** This slight increase is due to increased transfer costs. There are a number of pieces of information that I wanted to pass onto you and also bring some key information and dates to your attention that will require some form of action from you.

Flight information

We will be travelling to and from Heathrow via a small coach - the departure time from school will be confirmed in due course, but it will be very early as we will need to be at Heathrow for 08.00. We will be flying with British Airways, details listed below:-

Departing LHR on 04.04.2020 at 11.00, arriving at IAD at 14.05

Departing JFK on 10.04.2020 at 20.20, arriving at LHR on 11.04.2020 at 08.20

Passports

You need to ensure that your child has an up to date passport before we travel to the USA. Passport details need to be submitted to the airline 12 weeks prior to travel so please ensure that this is in place before Christmas. I need the passport numbers with plenty of time to process this in school. If your child has a passport which will still be valid in April 2020, they will need to bring it into school for me to photocopy or, if you prefer, bring a copy of the passport into school or email me at mt Tyler@heanorgate.derbyshire.sch.uk

If they don't have a passport, please can this be sorted over the next couple of months. I would like all **passport information** given in to me by **no later than Friday 29 November 2019**. Please note that all passports must be 'chipped' (gold camera symbol on the front cover).

Visa requirements for travelling to the USA

All persons travelling to the USA under the visa waiver programme must obtain travel authorisation using the **Electronic System for Travel Authorisation (ESTA)**. The cost for this visa must be paid by credit or debit card prior to travel. Authorisation must be obtained at least 72 hours before departure. This requirement is in addition to the submission of passport information, which is still required. Each individual traveller must register online at <https://esta.cbp.dhs.gov/esta> Please see the attached information sheet to help with this.

Please note that if you need a new passport before travelling, get the new passport **FIRST** before applying for the ESTA. **Please could you send in a copy of your ESTA confirmation to me for our records.**

Telephone: 01773 716396

Fax: 01773 765814

Website: www.heanorgate.org.uk

Email: mail@heanorgate.derbyshire.sch.uk

Kirkley Drive, Heanor, Derbyshire, DE75 7RA

Accommodation in the USA

We will be staying in multi occupancy accommodation in both Washington DC and New York on a room only basis.

In Washington DC we will be staying at:

The Harrington Hotel
11th & E Street, NW
Washington DC
0004-1398
Tel: 001 (202) 6288140

In New York we will be staying at:

Courtyard Midtown West
866 Third Avenue, between 52nd and 53rd Street
New York, NY
10022
Tel: 001 (212) 644-1300

In both locations we will need to submit room groupings at least 60 days prior to arrival. This is a safety and contractual arrangement with the company and hotels. Room allocations cannot be changed once submitted. I will be asking for this information before Christmas.

We will be travelling between Washington DC and New York by train with AMTRAK - departing Washington Union Station in the afternoon of Tuesday 7 April 2020, arriving at New York Penn Station in the early evening. I will inform you of precise timings once this has been booked and confirmed.

Payment of the outstanding balance

The outstanding balance is due in two parts:

- The first **£1300** (including paid deposit) is due **no later than Friday 17 January 2020**
- The remaining **£275** needs to be paid by **no later than Friday 13 March 2020**

Obviously, you are more than welcome to complete payment before these deadlines but it is imperative that the payment deadlines above are met. Our preferred method of payment is via ParentPay. Please log onto your child's account.

I hope the above information is of use to you. There will be a parents' meeting after October half term (date and time to be confirmed) to go through more details but please feel free to contact me before then in the usual way if there are any questions or concerns that you may have.

Yours sincerely



Mr Matt Tyler
Achievement Leader for Year 10 and Trip Organiser