



**Dame Elizabeth  
Cadbury School**

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[www.decschool.co.uk](http://www.decschool.co.uk)

Our Ref: RP/ER/KS/New York

Date: Monday 15<sup>th</sup> January 2024

Dear Parent/Carer,

### **New York Parental Meeting – Thursday 25<sup>th</sup> January 2024**

As your child is attending the New York trip in February 2024, we would like to invite you to the final Parents Information Meeting on 25<sup>th</sup> January 2024 at 6pm. It is vital you attend this meeting, as we will give out important information about timings for our departure and arrival and contact information whilst we are away. **It is important that you bring your child's passport and proof of ESTA (if not already provided) to this meeting.** Please ensure you have also completed the Microsoft Form, sent out this week, prior to the meeting (<https://forms.office.com/e/aPka0dGZFa>).

During the meeting we will discuss the following points:

- Departure time
- Flight details
- Proposed itinerary for the trip
- Accommodation details
- Luggage details
- Contact details whilst we are away
- Arrival time
- Hoodies

At this meeting you will also have an opportunity to meet the staff who will be leading the trip and discuss any concerns or queries you have.

Should you have any questions about this meeting, please contact the school via [enquiry@decschool.co.uk](mailto:enquiry@decschool.co.uk) FAO of Miss Shahmiri and Miss Raine.

Yours faithfully,

Mr R Prime  
Headteacher



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