



07 October 2025

Dear Families

Year 12 and 13 Residential Trip to San Francisco - Friday 20 February to Wednesday 25 February 2026

We are approaching the 'business end' of the planning for the above trip. I have taken on the lead of this trip and will therefore be communicating with you and the students over the coming months.

I met the majority of the students last week to confirm the change in trip leader and touching base with all participants.

In terms of next steps, please can you:

- Send copies of passports to - ktalbot@sackvilleschool.org.uk, if you have not already done so. Please note, they should have six months remaining on the passport from Wednesday 25 February 2026
- Check for any outstanding payments via the MCAS app
- Apply for the ESTA if you have not already done so. Please send the confirmation email to the above address for me to collate.

GHIC Cards

Students should also have a GHIC card. This is free and you can apply for this at:

<https://www.nhs.uk/using-the-nhs/healthcare-abroad/apply-for-a-free-uk-global-health-insurance-card-ghic/>

Please also send a scan/photo of this when it arrives to the above email address.

Flights

For your information, please find the flight details below:

- London Heathrow to San Francisco (via Virgin Atlantic) - Friday 20 February 2026 leaving at 11.40am
- San Francisco to London Heathrow (via Virgin Atlantic) - Wednesday 24 February arriving at 10.40am.

In terms of payments, please can you ensure all payments are made by the end of November. If there is going to be a problem meeting this deadline, please email me – jcollett@sackvilleschool.org.uk.

We will have a parent/carer meeting on Monday 08 December 2025 at 6.00pm, but please feel free to email me before then if you have any questions.

Yours sincerely

Mr James Collett
Lead Organiser
Assistant Head Teacher and Business Teacher