

12 March 2025

Dear Parent/Carer

ICELAND RESIDENTIAL VISIT - 23-27 OCTOBER - DATA COLLECTION

Thank you once again for your attendance at the information evening on 26 February. We hope you found the evening informative and answered any questions or concerns you may have had.

As I mentioned during the evening, the data collection for each passenger will be collected online, via Microsoft Forms and this can be done by clicking this link below or scanning the QR code below. This will be live from 12 March 2025 until 1 June 2025.

<https://forms.office.com/e/hDH5eMdepW>

It is recommended that you complete this using a laptop or computer, but a mobile device will also work should you wish to scan the QR code.



Before clicking the link to enter all the passenger details, you will need the following information to hand:

- Valid passport (must be valid until at least 31 May 2026)
- Dietary needs (if applicable)
- Medical information (if applicable)
- SEND information (if applicable)

Please only complete this form once. If you are still awaiting a new passport, then please wait until it arrives before entering any passenger details.

The final deadline to submit your passenger information is 1 June 2025. If you make any errors, these may delay the processing of the details so please double check your information before submitting.

All the data uploaded is stored securely with both school and the travel company and will be destroyed upon the return of the trip and removed from any online database we hold.

If you have any questions, please get in touch with me using the email p.metcalf@priory.lancs.sch.uk

Yours faithfully



Mr P Metcalfe
Head of Humanities
Trip Leader

