

Scan this form to [vacstuds@vacstuds.com](mailto:vacstuds@vacstuds.com)  
or fax it to +44 1635 523999  
before 6 June 2021



I confirm that I have read, understood and accept the contents of your 'Notes for Parents', 'Notes for Students', Travel Details form, Insurance information sheet, application form and web site and I agree to be bound by these. I accept that buying, using or possessing smoking materials, alcohol, or narcotics will result in expulsion without refund of Fees.

Signed (Parent):

Signature(s) must appear here

I confirm that I have read, understood and agree to be bound by the rules of the Course described in the 'Notes' and the web site. I accept that buying, using or possessing smoking materials, alcohol, or narcotics will result in expulsion without refund of Fees.

Signed (Student/s):

Signature(s) must appear here

Please complete and return the TOP PART of this form before 6 June 2021. We offer our free service and shall confirm travel arrangements ONLY IF WE RECEIVE THIS FORM BEFORE 6 June 2021.

## Arrival

Complete EITHER Section 1 OR Section 2 (NOT BOTH).

1. Arrival is on **11 July**   
Booking Reference / Locator Code - We need this for the return check in  
at Heathrow Terminal      on   
Flight Number  
from  at   
Airport of Departure Arrival time at Heathrow

I request you to arrange collection at no charge. (See Note 1)

2. Arrival is on **11 July direct at the School.** (See Note 3)   
Please tick

3. I wish you to make the following special arrangements on my behalf at cost:  
(See Note 6)

If the arrival flight is scheduled to land before 12.00, or the departure flight is scheduled to leave after 13.00, I agree that my child/children may wait without staff. (See Note 6).

Name of student/s:

Address:

Our collection service is free for flights arriving between 12.00 -16.00 at Heathrow Terminals 2, 3, 4 and 5.  
Our return service is free for flights departing between 10.00-13.00 from Heathrow Terminals 2, 3, 4 and 5 (see Note 2).

## Departure

Complete EITHER Section 4 OR Section 5 (NOT BOTH).

4. Departure is on **7 August**  
at Heathrow Terminal      on   
Flight Number  
to  at   
Destination Departure time from Heathrow

I request you to arrange return at no charge. (See Note 2)

5. Departure is on **7 August direct from the School.** (See Note 4)   
Please tick

6. I wish you to make the following special arrangements on my behalf at cost:  
(See Note 6)

The ticket(s) are standard and I have not asked the airline for Unaccompanied Minor/Young Person facilities. (See Notes 7 & 8).

## Read and keep these notes for reference

- Flights should arrive between 12.00 and 16.00.
- Flights should depart between 10.00 and 13.00 with check-in no earlier than 09.00 and no later than 13.00.
- Arrival direct at the School should be between 12.30 and 14.30.
- Collection from the School should be before 11.00.
- For reasons of security and safety, British Airports Authority requests that students do not wait at Heathrow for long periods. We arrange the time of our students' return to Heathrow Airport to comply with this request.
- These sections are ONLY for Heathrow arrivals/departures outside our requested times or using Gatwick, Luton or Stansted arrivals/departures, other dates and any other special requests. If we make special arrangements for you, these will be at cost. We do not charge for making special arrangements for you.

- These sentences may not be deleted. If you do not agree, we shall make special arrangements which may be at cost.
- We shall make special arrangements (which may be at cost) for students travelling UM/UYP (Unaccompanied Minor/Young Person) on flights departing after 13.00. UM/UYP documents must be in order and we take no responsibility for errors/omissions.
- We have staff at Heathrow Terminals 2, 3, 4 & 5. Heathrow Terminal allocations for Summer 2021 can be found at [http://www.britishairways.com/travel/routedest/public/en\\_gb](http://www.britishairways.com/travel/routedest/public/en_gb).  
For guidance, the cost of a single passenger journey to or from Heathrow is £80, to or from Gatwick £130. Sharing reduces the cost by half. Where possible, taxis and minibuses are shared, so the costs cannot be given until all flight information is received by 6 June.
- We can only accept changes if you notify us in writing. Please check confirmatory reply for errors. Uncorrected errors are the parents' responsibility.