



16 May 2025

Dear Parents and Carers

Year 10 French exchange 2025-26

French group in Marlow: 30 May - 5 June 2026

Borlase group in Marly-le-Roi: 13 June - 19 June 2026

We are offering the students who will be studying French in Year 10 next academic year the opportunity to take part in the French exchange to Marly-le-Roi, near Paris. We have an excellent relationship with our colleagues at Collège Louis Lumière and the exchange programme between the schools has been running for many years.

The French group will visit Marlow first in late May/ early June and the Borlase pupils will visit France a week later. Our Year 10 students will be paired with students from our partner school, stay with their exchange partner and their family for the week and take part in an exciting range of cultural and social activities, as well as visiting sites and places of interest. You will be expected to host the exchange partner at your home when the French group visits in May/June. We arrange a programme of excursions for the exchange students between 8.30 to at least 4.30 during the week so there is no need for parents to take time off. Borlase students will be in school as usual. There will be a joint trip for both sets of students on one day during the week. It is not essential for the student to have their own room but they must have their own bed.

The exchange is a fantastic cultural and linguistic experience and is an excellent opportunity for students to experience French family life and enjoy the culture first hand. The social interaction will benefit personal development, self-confidence and their GCSE speaking and comprehension skills as part of the AQA specification. A positive attitude and impeccable behaviour is expected.

We are expecting the cost of the exchange to be in the region of £500 - £600, subject to the number of pupils attending and travel costs. In order to secure your place on the trip we will require a non-refundable deposit of £300 per person. **Please note that there will be a limit as to how many students we are able to take, however, we also need a minimum to make the trip viable.** Places will **not** be allocated on a first come, first served basis. If we have more people who have paid a deposit by the deadline than there are places available then we will look at whether we can match preferences regarding gender of exchange partners. If, after that, there are still more people who wish to go than there are partners available then we will pick names at random to make it as fair as possible.

Please login to [parentpay](#) using your username and password to make this deposit by midday 6 June 2025. Deposits will be refunded for any student who cannot be allocated a partner. If you need a copy of your activation details or are unable to access Parentpay, please email parentpay@swbgs.com. Please note that the deposit is a commitment to pay the full cost of the trip.

In line with the school's charging policy, parents are reminded that school charity funds exist to assist families whose financial circumstances would otherwise prevent their child from participating. Application must be made in writing to the Deputy Head, Mrs Walder, outlining the reasons why support is required, as soon as possible. Please send an email to parents@swbgs.com entitled FAO Mrs L Walder.

Please fill out this [form](#) together with your child by the end of the day on 13 June regarding their preference for an exchange partner so we can check whether we can identify a suitable partner. We normally pair students with a partner of the same sex. However, we cannot know in advance how many students of each sex will apply. If your child states that they are happy to be paired with a partner of the opposite sex then this may end up being the case if this enables more students to take part.

Travel documents

Every child will require a passport that has a minimum 3 months validity from the end of the trip (**expiring no earlier than 5 September 2026**) and a Global/European Health Insurance Card. These can be obtained free of charge through the NHS website [here](#). We will also have insurance through the school.

DBS

Please be aware that adults with parental responsibility hosting an exchange student are required to go through an Enhanced Disclosure and Barring Service (DBS) check in accordance with the statutory guidance. Instructions will follow once your child is given a confirmed place on the exchange.

Student welfare and safety are our absolute priority on these trips. We have close working relationships with the staff at our partner school and are available to be contacted by students at any time on these visits to ensure students have the best experience possible.

We will be in contact again with further details once we have a clearer idea of how many students are keen to take part. If you have any queries regarding the trip in the meantime please do contact us on mfl.office@swbgs.com.

Yours faithfully

Mrs K Thathapudi
Head of French