



TRAVEL INFORMATION SHEET

Helping you travel with
confidence

Greetings from the Visions in Education Operations Department! We are delighted that you have elected to travel with us and hope that your upcoming trip will be your best school trip yet. This memorandum is to notify you of the items required to ensure your trip runs successfully. Please read carefully and let us know if you have any questions or need our assistance in any way.

Please be aware that the PIB has a specific due date. We very strongly urge you to collect passport copies when signing pupils up for the trip so as not to jeopardise potential benefits.

Flights

If travelling via flight, please know that your specific flight details are generally available approximately 60-days prior to departure. Please also understand that although we always try to ensure your preferences are achieved, we may only guarantee that flights are ticketed as per the general itinerary noted (departure from a general area – i.e. London, not Gatwick or Heathrow specifically). Additionally, we are not able to guarantee direct flights as a standard practice. If you prefer to ensure a direct flight, please discuss this with your Travel Advisor. In most cases, if a direct flight is requested and available, additional fees will be assessed by the airlines.

Please also be aware that although airlines will give us general routes, flight numbers and timings, these are not guaranteed until approximately one week prior to travel when final tickets are issued. Airlines reserve the right to make changes to layover cities, timings and flight numbers until final tickets are issued. This said, if we are able to let you know specific flight details earlier than normal, please understand that these may change up to the time of travel as they are at the discretion of the airlines. The airlines are also responsible for deciding how long of layover times will be required in specific cities and a variety of other factors.

Ferries – UK to Europe

All passengers should be awake and with shoes on (also access to coats in case of inclement weather) 30-minutes before arrival at the port city. All passengers should be in possession of their own passports as well.

The UK Borders Agency also insists that all passengers disembark the coach for passport inspections.

EHIC/GHIC

If you have an existing EHIC, the good news is that this will remain valid until its expiry date. If your card has expired or you don't have one, then you'll most likely need to apply for the new GHIC. This is completely free via the [NHS website](#), where you'll find all the relevant information regarding EHIC/GHIC.

Passport Questions

It's important to note that some countries do require a certain period of validity on passports after your proposed date of exit from the country.

We strongly recommend visiting the website of the [FCDO website](#) for the most up-to-date information on passport requirements.

The FCDO also has a page dedicated to providing the most up-to-date information regarding [passport requirements for travel to Europe after Brexit](#).

And if you have any passengers who are not British citizens, we would recommend that they contact the relevant embassy for information specific to them.

It's also advisable that you make a photocopy of everyone's passport before you travel. It might also be worth making a second copy that you can keep at school. This could help in the case of any lost or stolen passports.

Visas

With regards to visas, again, the [website of the FCDO](#) has the most up-to-date information regarding requirements – and those who are not British citizens should certainly check requirements with the relevant embassy, as with passport validity.

Dietary Requirements

Please be advised that while every effort will be made to meet specific dietary requirements, these may not be guaranteed. Please reconfirm all dietary requirements to hotel management upon arrival. Meal providers are generally able to cater to Vegetarian requests however others such as Vegan, Celiac, Organic and religious preference diets generally require that specialty food is brought by the participant. Unfortunately, dislikes may not be catered for and no discounts are available for those that require specialty foods. Please consult us if you have a specific question regarding airline or ground arrangements. We will be happy to assist in any way we are able. Please review the type of meal service that will be provided during your tour. If you are on a dine-around programme, it is always best to be prepared as select meals may not be adequate for all needs.

Thank you for taking the time to read this document. We know you want to minimize any potential issues and/or delays so appreciate your assistance. As always, if we may serve you in any way, please do not hesitate to contact us directly.