



Madrid 2019

Information Pack



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The following information pack should provide you with most of the information you need for your child's trip to Madrid. Please keep this safe, as it will provide a useful reference point for you should you need any clarification.

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1. TOUR OPERATOR

- This tour has been provided by IBT Travel Ltd., based in Prestwick, Ayrshire.
- Further information regarding this provider can be found on their website: www.ibt-travel.com

2. TRIP ITINERARY

DAY 1 – Tuesday 18th June 2019

- Check-in at school from 07:15.
- Depart school for airport at 08:00.
- Estimated arrival at airport, approx. 09:00 (dependent on traffic).
- Opportunity for lunch at the airport or on the plane*.
- **FLIGHT TO MADRID – EZY6995**
- Coach transfer to hostel, expected arrival of 17:30.
- Walking tour of central Madrid at 18:00 to 19:30.
- Evening meal at 20:00.
- Evening at leisure.

DAY 2 – Wednesday 19th June 2019

- Breakfast at 07:30.
- Depart hostel at 09:30.
- Guided tour of Las Ventas Bullring at 10:00.
- Stop for lunch*.
- Tour of Estadio Santiago Bernabéu at 13:30.

- Free time for shopping at Príncipe Pío Shopping Centre at 16:00.
- Return to hostel to freshen up at 18:00.
- Evening meal at 20:00.
- All travel on day 2 is by Metro and the price of the ticket is included in the tour price.

DAY 3 – Thursday 20th June 2019

- Breakfast at 07:30.
- Depart hostel at 09:30
- Coach transfer to Parque Warner.
- Day at Parque Warner theme park from 10:45.
- Buffet lunch in the theme park.
- Return to hostel at 18:00.
- Evening at leisure.
- Stop for dinner*.
- Churros at Chocolatería San Ginés.

DAY 4 – Friday 21st June 2019

- Breakfast at 07:30.
- Check-out of hostel at 10:00.
- Free time for shopping/lunch on Gran Vía.
- Coach transfer to airport at 13:30.
- Estimated arrival at airport, approx. 14:30.
- **FLIGHT HOME – EZY6996**
- Coach transfer to school.
- Expected arrival at school, approx. 20:00.

Please note that all times listed are in local time. Spain is one hour ahead of the UK.

3. TRIP INCLUSIONS

Please note that the following **are** included in the cost of the trip:

- Return flights
- Hand luggage
- Airport transfers
- Accommodation
- 2 meals per day (breakfast on 3 days, dinner on 2 days, lunch on 1 day)
- Entry to bullring tour and Bernabéu
- Ticket for theme park
- Transport in Madrid (coach on days 1, 3 and 4; metro on day 2)
- Churros on the final evening
- Travel Insurance

Please note that the following **are not** included in the cost of the tour:

- Lunch on days 1, 2 and 4
- Dinner on day 3
- Note that anything on the itinerary marked with an asterisk is not included.

4. ACCOMMODATION DETAILS

Generator Madrid
Calle San Bernardo, 2
28013 Madrid, Spain

Pupils will be accommodated in 7 four-bedded rooms and 4 three-bedded rooms.

Website: generatorhostels.com/madrid

5. FLIGHT DETAILS

OUTBOUND FLIGHT – Tuesday 18th June 2019

Depart	Edinburgh (EDI)	12:00
Arrive	Madrid (MAD)	16:00 (15:00 UK time)
Airline	easyJet	
Flight #	EZY6995	

RETURN FLIGHT – Friday 21st June 2019

Depart	Madrid (MAD)	16:35 (15:35 UK time)
Arrive	Edinburgh (EDI)	18:30
Airline	easyJet	
Flight #	EZY6996	

6. LUGGAGE

- To keep costs down, this trip only includes hand luggage. The airline's hand baggage policy is strict; therefore, it is vitally important that the following rules are followed:
 - Maximum luggage size (in cm): H56 x W45 x D25
 - There is no weight limit
 - Passengers are only allowed one piece of hand luggage, so any additional pieces (e.g. handbags or backpacks) must fit within the main piece of luggage for boarding.
 - All liquids must be under 100ml and fit in a clear, sealable bag.
 - Clear bags for toiletries will be provided before departure.
- Your child will also be provided with a luggage tag to be attached to their bag.

7. CONSENT FORM (EV5)

- Your child's consent form (EV5) is included in this pack.
- If you haven't already done so, it is recommended that you complete and return this during this meeting.
- Please include any dietary requirements, such as allergies or whether your child is vegetarian or vegan, so as we can inform the hostel and restaurants in advance.
- Please also include any allergies to medications.

8. MEDICINES & MEDICAL EQUIPMENT

- Please note that it is your responsibility to provide us with any medicines or medical equipment (such as inhalers or EpiPens) which may be necessary for your child during the trip.
- Pupils can be responsible for their own medicine and equipment, or if preferred, these can be given to your child's group leader for safekeeping.
- There will be a first aid kit available with basic supplies, such as plasters, antiseptic wipes, blister pads etc.

9. PASSPORTS

- Without a valid passport, pupils will be denied boarding at Edinburgh Airport, therefore it is vital that your child is in possession of a valid passport.
- Please double-check your child's passport's validity. In the case of a "no-deal Brexit", all passports must have an additional six months of validity from the date of departing Spain. This means that all passports must be valid until, at the earliest, the 21st December 2019.
- This advice does not apply to any pupil travelling on an EU passport (e.g. Poland or the Republic of Ireland), who will not need any additional validity.
- Staff will keep pupils' passports safe during the trip.

10. TRAVEL INSURANCE

- Pupils will be covered by North Lanarkshire Council's insurance policy and will not have to take out any additional travel insurance.
- Dependent on the result of Brexit negotiations, pupils may also need to have a valid European Health Insurance Card (EHIC), in case of medical emergency.
- These can be obtained for free from the NHS.
- There are several scam websites offering these for a cost. Please be aware that you should NEVER have to pay for this.
- You can apply at the following website:
www.nhs.uk/using-the-nhs/healthcare-abroad/apply-for-a-free-ehic-european-health-insurance-card/
- In case this advice changes, I will update your children with the latest information as required.

11. SPENDING MONEY

- The currency of Spain is the **Euro (€)**.
- Most essentials are already included in the cost of the trip; however, pupils will still need a small amount of money should they wish to make any purchases and for lunch or dinner on days where this is not included.
- We recommend approximately £200 worth of euros.
- Pupils will be in charge of their own money during the trip.

12. FINAL PAYMENT

- The final payment of £200 is due to be paid by Thursday 14th March.

13. STAFFING

- The Staff-Pupil ratio for this trip is 1:8.
- There will be 5 members of staff accompanying the trip.
 - Mr O'Donnell (Group Leader)
 - Mrs Halavage (PT Pupil Support)
 - Miss Wallace (First Aider)
 - Mr Curley
 - Miss Donnelly
- Pupils will be split into four groups of ten, each led by a member of staff. This will be decided along the lines of the room groupings.
- One member of staff will not be allocated a group, to allow for any instances where another member of staff may need to separate from the group to assist a pupil.

14. KEEPING UP-TO-DATE

- Should you have any questions before the trip, please do not hesitate to contact Mr O'Donnell via the school office, however please be aware that due to class commitments, there may be a delay in replying to any phone queries.
- Keep up-to-date with all the latest in the run up to the trip from the trip by following us on Twitter: @SAHSmodlangs, or by searching the hashtag #SAHSMLOnTour.