

Association
Bordeaux - Bristol



Pôle Echanges Scolaires
echanges@bordeaux-bristol.fr

Echanges linguistiques – Cours d'anglais – Séjours culturels

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APPLYING ONLINE - READ CAREFULLY BEFORE COMPLETING THE APPLICATION

ONLINE APPLICATION – deadline 28th November 2026

The application must be completed online **with the utmost care**. Go to the website: www.bordeaux-bristol.fr choose *English version* and follow links to *Exchanges / Apply here*. It is the **parents** who must complete the application on behalf of their child; both should read all the instructions carefully.

To make sure your application is clear, complete and arrives before the deadline, make sure you work through the sections systematically: Information; Further details; Supporting documents; Signatures.

1. First read *Pairing in focus* and these notes carefully.
2. Then download the necessary documents from the website.
NB the document for your child's school needs to be downloaded, completed by you as required, printed, then handed to their French teacher and Head Teacher. Do allow time for this. Once completed, scan it and send it with the other supporting documents.
3. Finally register your child online : [see link](#)

The application process takes time to complete properly so do allow for this and make sure you get it done **before the 28th November deadline**.

After that date the cost of flights may have gone up and we may need to charge extra.

BESIDES THE APPLICATION FORM you will need to send the following :

A. At the time of application

1. **A recent photo** of your face, passport size, but smiling is fine.
2. **A letter of introduction** written by your child in their own words
3. **A photocopy of your child's passport** – valid for 3 months after the return flights in August
4. **A signed copy of the Agreement**
5. **The signed document completed by your child's school**
6. **Medical form**
7. **Proof of payment of the first instalment of 400€, giving as reference the name of the applicant.** Most people pay by PayPal as banks tend to charge transfer fees.

To pay by PayPal:

1. Log into your PayPal account
2. Select 'Send'
3. 'Send money to': contact@bordeaux-bristol.fr
4. Enter in the 'Recipient gets' box the right sum **IN EUROS**.
5. Ensure that you are on 'Sending to a friend or family'
6. 'Add a note': be sure to give your child's name AND your name (parents/guardian)

Payment by bank transfer is also possible.

PRICE: we **estimate** that the total cost for this year will be **950€** to cover administrative expenses, direct flights, insurance for your child's travel and stay in France (including cancellation) and 24/7 availability of the accompanying teachers. *This price may change depending on the cost of flights and the number of applicants.* The initial payment of 400€ includes a 35€ administrative charge that cannot be refunded, even if no match is found.

The balance of **550€ will be payable** as soon as you know your child's French partner although it may be possible to split it into two instalments (275€/275€). Please send proof of payment giving as reference the name of the student. **The absolute deadline for payment is 28th February 2027. Applicants who have not paid in full will not be able to travel.**

B. After your child has been paired, you will need to send the following (via the application form):

- Agreement for activities and excursions
- Code of conduct

ANY QUESTIONS? You can always contact the exchange team in France (echanges@bordeaux-bristol.fr) or Nell Dand, our contact in Bristol (dandrighards7@gmail.com).

FILLING IN THE APPLICATION FORM

We will try to find the best possible match for your child - as we will have been doing for 80 years in 2027 – taking into account their interests, personality, family, and age. Please note that we can only work with the applications we have. It can happen that the best match in terms of interests is a little older or younger than your child. Sections such as *Interests & hobbies* and *Character/personality* are **crucial** in the final matching; so it is important to fill in this form as **fully and accurately** as possible. It is in your interest to complete them with care, **giving as much detail as possible**. The guidelines at the end of this document may help.

We would also like **your child** to attach a letter introducing themselves, saying something about their family and pets, their interests, likes and dislikes and perhaps what they are hoping to get out of the exchange. English is fine but it can also be written in French or half and half.

Parents can add a comment if they wish on a separate sheet.

Most difficulties arise when we get incomplete, inaccurate or insufficient information. Please make sure you complete every box and ask your child what he/she thinks too.

Telephone: Ideally include a landline as well as parents' and student's mobile phone numbers. We must be able to contact you and your child at any time in case of emergency.

Email address: Yours is essential but your son's/daughter's is useful too.

Religion: say if practising or not.

Holiday plans: You can amend these later. **NB:** Dangerous sports are not covered by the insurance. If in doubt, ask us.

Families are expected to discuss proposed activities with each other, after your child has been paired.

Sports and leisure activities, likes and dislikes: Give as many details as possible (see below for prompts). Be honest and specific: if you mention sports, say which ones, if music, say which instrument(s) your child plays.

Activities and interests

Mention all interests and activities you feel reflect your child. Their letter of introduction will also help.

Athletics, walking, climbing	Music: type of instrument, level?
Rugby, football, volleyball, netball, cricket...	Listening to music: type(s)?
Tennis, badminton, golf....	Dancing, ballet, modern-jazz.....
Cycling, mountain biking...	Reading
Swimming, sailing, surfing....	Chess, board games, cards...
Judo, martial arts...	Painting, cooking, sewing ...
Ice-skating, roller-skating, skiing...	Collecting stamps, badges,
Horse-riding, working with animals	Drama (acting or watching?), cinema, shopping...
No interest in sport or outdoor activities	Computing, online games, video games....

Personality:

Give as many facets of your child's personality as possible Here are some ideas but choose or add those that really describe them. Your child can be more precise in their letter of introduction.

Not very mature / extremely mature	Easily influenced
Shy, reserved	A bit of a loner
Normal for their age	Reliable
Capable	Cheerful, funny, witty
Independent	Adaptable, sociable, eager to learn
Talkative, scatty etc	Calm, respectful...
Laid back, a bit of a dreamer.....	Fashionable, interested in their appearance
Outgoing, sensitive, affectionate	Honest, straight-forward

Health: Tell us about any health problem your child has or any medical treatment they may require. These details will remain entirely confidential but are necessary in case of emergency and may need to be shared with their host family. Similarly, tell us of any dietary requirements and allergies and let us know if you have a pet.

We will do our best to let you know the outcome of your child's application **by January/February 2027**. There are often more applicants on the French side than the English so we hope you will be successful but **we cannot guarantee it**.

Please note, pairing details will be sent out by email. When you receive an email from the *Association*, **please send an acknowledgement** so we know you have got it.

HOW IT WORKS

Two meetings will take place (in person and/or via Zoom) for participants and their families, one after the pairing has taken place and one before departure, so that the organisers can introduce themselves, explain how it all works and answer any questions parents and participants may have. **We urge you and your child to attend them.**

Before leaving for Bordeaux you will be sent full details about the journey and the stay in France, along with the names and contact details of people you can get in touch with if necessary: accompanying teachers and the team at the *Association*.

Accompanying teachers

The accompanying teachers are each in charge of a group of students. All are current or retired teachers from the Bristol area and speak fluent French. They are available to parents and students at all times and can be called whenever a difficulty occurs or there are problems of communication. Similarly, French teachers stay in Bristol while the French group is here and can be called on by your French guests or by you if you need help, advice or clarification. You can ask them to visit you at home if needed.