

Headteacher: Mrs R Austin

08 May 2019

Dear Parents

We are all looking forward to our Year 6 residential trip to Bawdsey Manor in Suffolk from Monday 3 to Friday 7 June.

Enclosed within this pack is information from our information session for parents, the PGL consent form, medical questionnaire, your child's data sheet together with a kit list and provisional timetable for the week. Some important points to note:

- The school staff on the trip will be myself, Mr Payne and Miss K Lucas.
- On Monday, children should arrive at school at the normal time (8.40-8.55). They can leave their main bags/suitcases in the car park ready to load onto the coach and go straight over to the Year 6 classroom with their day bags. We aim to leave school at 9.15am.
- Children will need a packed lunch for Monday, which we will be eating on the beach at Bawdsey or indoors at the PGL centre (depending on the weather). Please pack their lunch into disposable packaging which can be thrown away afterwards. The only exception is that children should bring a refillable water bottle that they can then re-use during the week.
- Children should pack their lunch, drink, waterproof coat/ suncream (depending on the weather) into their day bags. They can also bring cards or activities to keep them occupied on the coach.
- Children must not bring any electrical devices, computer games, cameras or mobile phones.(They can bring disposable cameras.)
- Please bring enough clothes and shoes, as detailed on the kit list. As this trip includes adventurous and outdoor activities, clothes will get wet and muddy. Please bring a labelled bin bag to pack wet and dirty clothing. You might also like to include insect repellent and bite/sting relief, as last year we had several children suffering with insect bites.
- Children need to bring a sleeping bag or duvet and pillow for their bed. (Bringing our own bedding significantly reduces the cost of the trip).
- Children can bring up to £5 pocket money in a named purse or wallet, if they would like to go to the PGL shop to buy souvenirs. They will not be allowed to buy sweets in the shop.
- If your child has any medication, please ensure it is labelled and placed in a sealed bag. All medication should be handed to staff on the Monday morning.
- If your child requires travel sickness pills, please ensure that these have been taken before arrival at school and please do not forget to include one, with full instructions, for the return journey. We will have boiled sweets for the journeys, so please do not pack travel sweets.

- Please encourage your child to pack their own suitcase as they will have to do so on the Friday morning before coming home. A packing list is useful, as it will encourage them to ensure they are putting back all that they came with!
- In the event of a family emergency or any need to contact your child while they are on the trip, please contact the school office during school hours on 01732 870600. Outside school hours, the emergency contact is Mr Childs and he can be contacted on 07376 778344. This number will only be operational during this time.
- We expect to be back at the school at approximately 4.30pm on Friday 7 June. Any change to our arrival time back at school on Friday will be communicated via the ParentMail text service.

Please return the completed PGL consent form, medical questionnaire and signed data collection sheet to the school office by Wednesday 15 May.

I hope that this covers any remaining queries that you may have, but please contact the school office, myself or Mr Payne if you have any further questions.

Yours sincerely

Ruth Austin
Headteacher