



PARENTAL CONSENT & PERSONAL INFORMATION FORM

(Treated as Confidential Once Completed)

Please complete each section of this form and return it to your Group Leader (do not send this form directly to Hilltop)

Group Name: _____ Date of Visit: _____

Child's Personal Details

Child's Name: _____ Gender: _____ Date of Birth: _____

Doctors Name, Address & Phone number: _____

National Health Number: _____ Date of last Tetanus vaccination: _____

Name & Address of person to contact in an **emergency**: _____

Telephone Number of person to contact in an **emergency**: _____

Name, Address & Phone Number of Parent/Guardian (if different to above) _____

Dietary Information **A Care plan MUST be provided for Severe Allergies or EpiPen users**

Food Allergies or Special Dietary Needs: _____

Severity of Allergy: _____

Medical Information

Some minor physical exertion will result if your child participates fully in the course. With this in mind, please provide specific health or medical information that you regard as relevant to your child's visit to Hilltop.

Please circle if your child has or currently suffers from any of the following:

Allergies Asthma Back Problems Diabetes Epilepsy Heart Problems Joint Problems

Raised/Low Blood Pressure Other

Please give more detail if you have circled any of the above _____

Does your child take medication? Yes / No If **YES** please state condition _____

Dosage Required: _____

Has a medical doctor advised your child to limit or restrict their physical activity in any way? Yes / No

Are you aware of any other condition that limits your child's ability to take part? Yes / No

If you have answered **YES** to any of the questions above, please explain _____

In signing this form, you:

1. Agree for information detailed within this form to be shared with Hilltop and third-party sub-contractors Hilltop engage for the purposes of providing the service.
2. Give your consent as the Parent or Guardian for this child to attend the course and to be given first aid and medical assistance as necessary.

Hilltop has public liability insurance of £10 million. This does not cover you for loss or damage to personal property or personal injury. Hilltop pays particular attention to safety but as with all outdoors activities there is a small inherent risk of minor injury. We advise you to confirm with the leader of your group that they have organised adequate insurance cover for this type of event including cancellation and curtailment cover.

Signed by Parent/Guardian: _____ Date: _____

Print name Parent/Guardian: _____ Date: _____

Once completed please return to the group leader

Group Leader to ensure this form is fully completed, information within this needs collating onto the Hilltop collated Medical (Form C) and Dietary forms (Form D) before sending to Hilltop. This form needs to be in the possession of the group leader for the duration of the visit.



HILLTOP KIT LIST

Pupils should NOT bring any new or expensive clothes or valuable items to Hilltop.

Packed Lunch

The first meal provided by Hilltop will be the evening meal. If arrival at Hilltop is before lunchtime, your child will need to bring a packed lunch – Please send the packed lunch in a disposable bag or box

No nuts or nut-based products to be bought on site

Bedding

Your child will need to bring a sleeping bag OR a duvet with duvet cover and a bottom sheet. Hilltop will provide a pillow and pillowcase for everyone

Personal Kit

Personal wash items i.e. toiletries + towel	Sets of old clothes (with warm layers for winter)
Indoor shoes or slippers (not slipper socks)	Hat, scarf and gloves (winter)
Waterproof jacket and trousers	Shorts & Hat (summer)
Long trousers (at least 1 pair) for certain activities	Wellingtons (optional)
Long sleeved top for certain activities	Torch and spare batteries
Outdoor shoes/boots/trainers (2 pairs) no crocs or flipflops	Hair bands if needed & Watch - not expensive
Indoor clothes for meals and evenings	Re-usable Water Bottle

All groups need to bring swimming kit even if it is not programmed on your timetable, as in very poor weather a nearby local indoor pool maybe a substitute for an outdoor activity

Important Items

A bin bag for wet or dirty clothes from last activity on departure day – Clearly labelled with the child's name on it.

Insect repellent (April to October)

Sun cream (April to September)

Sun hat (April to September)

Hilltop Tuck shop pocket money (We recommend no more than £10.00 per child, ideally in change)

No Mobile Phones, Game consoles, iPods, or other electronic gadgetry

Hilltop does not take responsibility for any articles lost or left in rooms.

Lost Property

We will hold lost property for two weeks after the course. Please ensure all items are named to help 'repatriation'.

Incoming Mail to Children and Group Leaders

HILLTOP E-TELEGRAM ** we advise you to follow your school / group policy on mail **

Try our Hilltop e-telegram, it's the easiest and most fun way to let someone know you're thinking of them! Visit:

www.hilltopoutdoorcentre.co.uk/e-telegram Passcode: ht95432b

If you would prefer the more traditional method of sending a letter, then please use the address below:

Hilltop Outdoor Centre, Old Wood, Sheringham, Norfolk NR26 8TS.

To assist us with mail distribution please ensure the following is on the back of the envelope or subject field:

- 1) School / Group Name
- 2) Child's Name
- 3) Date they are staying at Hilltop