

Inkberrow Primary School

Love to learn, learn to care

Head Teacher: Mr G. R. Duggan-Seville

MA BA(Hons) Ed QTS PGCE NPQH SLE



Dear Parents/Carers,

Malvern Outdoor Elements - Overnight Visit on Thursday 14th November 2019

As you are aware we have booked our overnight stay at Malvern Outdoor Elements for the night of Thursday 14th November.

We have undertaken this overnight visit for many years now and it is always a highlight for the Swans. It promotes team building and development of new skills, including independence and confidence. Above all it is lots of fun! I sincerely hope that you will give permission for your child to attend.

I would therefore ask you to sign and return the permission slip at the bottom of the form **by Monday 7th October 2019** to confirm your child's participation.

Set out below are full details of the trip including a School Visit consent form, a kit list and a medical consent form. If your child will be attending, please return these forms again by **Monday 7th October 2019**.

Destination Address

Malvern Outdoor Elements

Old Hollow, Malvern

Worcestershire. WR14 4NR

Tel: 01684 574546 (for emergency use only)

Insurance

The School takes out an Insurance Policy for all School trips, which includes off-site activities. This includes medical expenses, personal belongings, money, cancellation, injuries, death and personal liability. Please see me if you need any further information on this.

Transport and Times

Thursday

Depart - Inkberrow by coach at 9.15am

Friday

Arrive back at school by coach at 3:15pm

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Accommodation

We will be staying in on-site accommodation,

The children will not need to take sleeping bags as duvets will be provided. However you do need to supply a single duvet cover and pillow slip (and practise before hand how to put them on!). The accommodation is locked at night and staff will be sleeping in rooms adjoining the children.

Fire drills are carried out soon after arrival to ensure the children are aware of procedures.

Within the accommodation block there is a Common Room where the children can sit and talk, play small games etc.

Meals

The children will need to bring a packed lunch and snack with them on Thursday and we will be provided with a hot meal in the evening and drinks and toast/snacks are available before the children go to bed.

Breakfast will be between 7.45am and 8.15am and the children will be told when they can get up in the morning!!

We will have lunch between activities; however this will be sandwiches prepared by the children themselves, which they can put into their own lunch boxes.

Kit List

You will find a basic kit list on a separate sheet.

Please try and name all items as children can rarely identify their own coats, let alone socks and wellies.

Please do not send best clothes as the children are likely to get dirty and wet.

A waterproof coat and trainers are essential.

Behaviour

The children are expected to behave at all times and to listen to instructions carefully. We will not hesitate to contact you if we feel there is a problem.

At night, the children will be expected to stay in their rooms, unless they need the toilet, and not to run around the Centre. It is important that the children go to sleep at a reasonable time in order to be able to enjoy the following day's activities.

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Money

The children can take spending money with them if they choose to visit the shop to buy a souvenir but we suggest they bring a few sweets with them in a plastic tuck box. We suggest no more than £5.00 in small change (50p, 20p etc).

Personal Belongings

We suggest that the children bring a small game/books/note pad with them to use in the Common Room, but no electronic games or mobile phones please. If children wish to take their own camera, they may do so but will be responsible for its safety.

Medicines

If your child is taking a course of medication then you must fill in the attached pro-forma and give it to Mrs Crawford on the morning of the trip.

I am happy to look after all medications on the visit. Any child using an inhaler during the day must look after their own equipment.

Payment

There is a voluntary contribution of £80 per pupil for the visit, including accommodation, transport, meals and instruction from the expert centre leaders. This amount is significantly subsidised by the school, thanks to the permission from the Governing Body. Payment may be made in full in advance of the trip however the office would be able to receive payment in instalments over the next 3 months. Please let the office know if you wish to take up this option.

Meeting

We will hold an information evening on **23rd October 2018 at 3.15pm**, where you will be made aware of the children's activity programme and also have an opportunity to ask any questions.

In the meantime, please do not hesitate to pop in to see myself or Mrs Crawford if you have any concerns or questions.

Kind regards,

Miss Yates

Year 4 Class Teacher

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Overnight Stay at Malvern Hills Outdoor Activity Centre Thursday 14th November

Name of
Child.....

I would like my child to participate.

I do NOT wish my child to participate.

Signed.....