Dear Parents 16 June 2022

I am now in a position to provide a detailed breakdown for the forthcoming trip to Caythorpe Court. Thank you for providing your payment for this trip.

We will be leaving school after lunch on Wednesday 29 June and will return at approximately 15:15 on Sunday 3 July (we have a morning of activities on this day). Travel will be by coach and children will not need to be in school uniform on the Wednesday.

Attached to this letter are five sheets: one details our activity programme, the second gives a suggested kit list, the third is a sample menu, the fourth is the shop price list and the fifth is paperwork that must be completed and returned before we depart. Please note that the children will need to take a sleeping bag or duvet and pillow with them, in a large black sack. All other kit should fit comfortably into the school holdall. Hair dryers and other similar items are not required! A small rucksack to hold items for the journey is fine. The key message here is **do not pack any clothing that would be missed were it to be damaged.** You will notice we have Raft-Building as the final activity. There will be showers available after this but clearly any clothes used that morning will be coming home wet.

Please ensure you pack the main holdall with your child in attendance, so they have a better idea of what to look for when repacking on the Sunday. All items of clothing must be clearly named. To keep to deadlines, a watch or bedside clock is encouraged.

Although not a necessity, your child might like to bring a small amount of pocket money with them (£10 max), as there is a small shop on site. From experience, it is a good idea to be able to stock up on energy boosting products! You may wish to include a couple of packets of chewy sweets in the holdall (not the rucksack) for your child to nibble on during activities.

The children will be assigned rooms upon arrival. If Mr Sayer, Miss Chong or I foresee any issues with the organisational side of this, we will contact the appropriate parents. During activities the children will be split into 3 groups. We will try to ensure the rooming and activity groups are varied, meaning the children will have the opportunity to socialise and work with different peers. All children have had an input into the groupings. We have been given the first floor of an accommodation block to ourselves to ensure social distancing takes place. Dorms sleep between four and six children and all teachers will be on the same floor.

Electrical items will be permitted under the following terms: on the first evening the children will be allowed to contact home and then teachers will hold tablets and mobile phones securely in their rooms. Independence is a key skill during this trip and any contact during the following days will be through the agreement of a member of staff. The items will be returned for the journey home and children will be encouraged to contact a parent to update them on our estimated time of arrival. School will be taking several tablets or cameras to capture the action. The children do not need to have a phone with them as teachers will have all contact details should we be delayed. Please ensure you have your mobile phones switched on from lunchtime on the Sunday and are ready to collect at 15:15.

We will be using the School’s information sheets to provide dietary requirements to the centre prior to departure. If you feel we need to know anything further, or you think the sheets may be incorrect, please let the School Office know and the information will be passed on to me.

One of the adults will be responsible for medication during the trip. If your child needs to have medication with them, this will need to be handed to Matron via the School Office during the week

prior to departure in a named wallet or small bag. Again, school records will be referred to before medication is administered so please ensure the School Office has the most up-to-date details.

If you have any further questions, please look at the PGL website initially <https://www.pgl.co.uk/en-gb/school-trips/resources/parent-guide/about> but if you are still unsure then do get in touch via email at dsowry@langleyschool.co.uk or in person at school.

With best wishes

Mr David Sowry