

Churchside Federation

Gooderstone C of E Primary Academy
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Tel: 01366 328280
Head of School: Mrs S. Godbold



Mundford C of E Primary Academy
St Leonard's Street
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Norfolk
IP26 5ED
Tel: 01842 878278
Head of School: Miss L. Brown

Website: www.churchsidefederation.norfolk.sch.uk
Executive Headteacher: Mrs C. Galletly

8th May 2018

Dear Parent/Guardian,

Our trip to Cumbria is only about 4 weeks away so I am writing to you at this stage to give you details, which should help you and your child to prepare for the trip. Also enclosed is our programme of activities, tent groups, activity groups, another copy of the clothing & equipment list, 'Telephone Chain' letter, Personal Information and Parental Consent Form (green) and a YMCA Medical Form and Personal Details (yellow).

Transport

We will travel to Cumbria by coach. Children will need to arrive at MUNDIFORD PRIMARY ACADEMY, on Monday, 4th June, at 6.30 a.m. to allow time for loading suitcases and sleeping bags and ensure a prompt departure by 6.45 a.m. at the latest. (Please ensure that both the suitcase and sleeping bag are clearly labelled.) We hope to return to Mundford, on Friday, 8th June, at approximately 6.30 p.m. If we are going to be significantly earlier or later I will contact you through the 'telephone tree'.

Meals

A packed lunch will be required on the first morning (no fizzy drinks or sweets please) and, as we have a lengthy journey with an early start, a mid-morning snack would also be advisable. Whilst at the centre the children will be provided with three meals a day and a bedtime drink and biscuit.

Breakfast – cereals, toast, something hot such as eggs or bacon and a choice of drink (tea, coffee, squash or milk)

Lunch – cooked meal /salad and fruit or yogurt with a choice of drink

Dinner – cooked meal and dessert with a choice of drink

Any special dietary requirements can be catered for. Children will be encouraged, although not forced, to eat the meals provided.

Medicines

If your child suffers from travel sickness, please ensure that they have a sufficient supply of travel sickness pills for the journey up there, for the journey to the ghyll scramble, as well as our return journey.

All medication will need to be clearly labelled with your child's name and full instructions, and **handed to me**. If any children are unwell during the visit they will be cared for by myself or one of the adults accompanying us on the trip. If you have any concerns regarding your child's ability to take part in strenuous activity please contact me. Please complete both the Personal Information and Parental Consent Form, which I will keep on me, and the YMCA Medical Form and Personal Details, which I have to hand to Lakeside staff on arrival. If any medical conditions arise between completing the forms and the trip, please let me know.

Discipline

The entire week will be an 'at school' situation and I am confident that the children will be as polite and well behaved as on any other occasion that they represent their school. As each day's programme is very active, requiring a great deal of energy and concentration, it is vital that everyone has a good night's sleep. High spirits at bedtime will be viewed as bad behaviour. If any child's behaviour falls below expected standards, particularly where safety may be compromised as a result, their parents will be expected to travel to Cumbria to collect them.

Supervision

Mrs Eyres (Mundford HLTA), Mr Burt (Mundford class teacher and federation PE subject leader) and Mr Mark Rolph (Chair of Governors) will also accompany us on the trip. For most activities the school party will be divided into three groups with an adult from our federation and a course leader from Lakeside for each group. (I will 'float' between groups.) There will be an additional adult from Lakeside to help with supervision during climbing and abseiling and any activities on water. The children will only be allowed access to the shoreline of the lake under strict adult supervision and will not be allowed to swim in the lake.

Facilities

General facilities available at the centre include separate shower and toilet areas for males and females and a drying room for use at the end of a wet or rain affected activity. There is also a shop that sells souvenirs such as postcards, pencils, mugs, etc. for which I would suggest a **maximum** of £10 spending money, preferably in change.

Contact with Home

We have found from experience that phone calls home are not a good idea as they create feelings of homesickness. Children will not be allowed to use the telephone at Lakeside or bring along a mobile phone. Please presume that everything is fine with your child unless I contact you to say otherwise. If you should need to contact your child during the school day please call either school office on 01842 878278 / 01366 328280, out of school hours Miss Brown (Mundford Head of School) can be contacted on 07884 272571. She will then make immediate contact with me. Lakeside can be contacted directly on 015395 39000 but you should be aware that it is not usually in use out of office hours and should only be used in an emergency.

If there is any other information, which you would like please do not hesitate to contact me.

Yours sincerely,

Christina Galletly

Executive Headteacher

PS. I would be grateful if you could return the 'telephone chain' slip, the green and yellow forms by **14th May** please.