

Dear Parents/Carers,

Year 7 Blackwell Court Education Trip 2018

Our trip to Blackwell Court is rapidly approaching. Your child _____ of class _____ has been given a place from **Wednesday 23rd May to Friday 25th May 2018**.

Parents Meeting

There will be a session with Blackwell Court staff who will deliver a presentation on the trip and an opportunity to ask questions on Wednesday 9th May, 4.30pm-5pm.

On the day of departure, your child will need to arrive at school with a packed lunch; he or she will need to be registered and attend lessons as normal. If you wish to wave your child off please park on the Winyates Way collecting bay and walk onto the school premises. We will be leaving at 12pm and returning on Friday at 4.30pm.

Expectations

As in school, we will expect the highest standards of behaviour. We will expect all pupils to follow our Golden Rules for learning.

The Centre

Blackwell Education Centre is a fully licensed outdoor education centre, staffed by fully qualified instructors. All activities undertaken by the pupil have a full risk assessment. Meals are provided **but if your child has special dietary needs please let us know on the attached emergency form.**

Insurance

The school insurance policy covers all our pupils on residential visits. This includes personal accident cover.

Emergency Contact

Pupils will be encouraged not to use their mobile phones. They will be asked to hand them in but will have access to them for a part of the evening. If there is a need to contact you, we will use the staff phone. Please ensure that we have reliable emergency contact numbers from you. During the school day please contact the school on **01527 525725**.

Valuables and personal belongings

Staff cannot take responsibility for your child's personal belongings. A small amount of money (up to £10) can be taken in a **named wallet or purse** to be spent on sweets or gifts. This will be the responsibility of the child.

Medication

Please fill in the medical form you have been given to let us know of any medication your child will be taking during the visit. The medication will need to be handed to the trip leader on Monday when your child brings in their luggage. It must be labelled with their name, the dosage and the time of day that they need to take it. It will then be given to them by a member of staff.

Yours sincerely

Mr P Gripton
PE Teacher