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Headteacher: Miss Zoe Loosemore

9th October 2023

Dear Parents and Carers,

Residential Trip to Hooke Court: 8th – 10th November

With our visit to Hooke Court now fast approaching, I am writing with an outline of details for your information and guidance.

1. Departure on Wednesday 8th November 2023

On Wednesday morning the children will come to school as normal at 8.40am. Children will say their goodbyes at the gate and then go directly into the school hall with their labelled case. Please ensure your child is able to carry their bag themselves. You are welcome to wave us off on our departure from Hiltingbury Road. We are due to leave at approximately 10am.

2. Packed Lunch & Drink Wednesday 8th November 2023

Each pupil will require a packed lunch and drink for Wednesday 8th November. **Please remember that there are children in this cohort with severe nut allergies and we ask you ensure your child has nothing containing nuts in their packed lunch. Thank you for your support with this.** Any children in receipt of free school meals can be provided with a school packed lunch and you will be emailed separately with details.

3. Trip Consent Form & Dietary Requirements

Hooke Court are now requesting details of any dietary or medical requirements. We would be grateful if you could complete **both** sides of the Trip Medical & Consent Form, indicating any dietary requirements in the additional information section. Forms should be returned to the school office by **Friday 13th October** either via your child, using the post box outside the office or dropping into the tray in the office.

4. Medication Requirements

If your child requires any medication administering during the Residential, please note the following important points:

- All medication **MUST** be in original packaging.
- If prescribed, medication **MUST** have a pharmacy dispensing label for your child.
- We must have a completed Administration of Medicines form for each medicine that needs to be administered. If required, please see attached form. If your child does not require medicine administering on the trip you do not need to complete this form.
- Apart from inhalers, which children should carry on the coach with them, **children cannot store any medication in their luggage.**
- All medication must be delivered to the school office by **10am on Monday 6th November**. Please bring this into the office in an envelope clearly labelled with your child's name together with a completed Administration of Medicine Consent form. If the medication cannot be handed in by the Monday, please contact the school office.
- Travel sickness tablets - if your child requires these, please administer them shortly before bringing your child to school on Wednesday, and ensure that **you provide tablets in the original packaging and a completed administration of medicines form for the return journey on Friday.**

Please note that if your child does not need any medication administering you do not need to complete an administration of medicines form.

5. Clothing and Pocket Money

A copy of the clothing list is attached for your information. Please can you ensure that your child's school hoodie is clearly labelled with their name to avoid any mix ups whilst we're at Hooke Court. If you wish for your child to bring pocket money, a maximum of £10 can be brought with them. This can be used in the tuckshop at Hooke Court. Please also remember to enclose in your child's bag a list of clothing (which should all be named) as this does help with identifying lost property on Friday.

6. Food and sweets

The food at the Centre is plentiful so your child will not need any extra food (except their packed lunch on Wednesday 8th November). **There are children in this cohort with severe nut allergies and we ask you ensure your child has nothing containing nuts in their possession.** This includes all food products and toiletries.

7. Other items

Your child may bring a camera but nothing that connects to the internet and no chargers. We are not able to take any responsibility for loss, misuse or damage to any equipment taken to Hooke Court. Please note that all personal items brought remain the responsibility of your child for the duration of the trip. We ask that mobile phones and any other electrical devices, including watches, are left at home.

8. Return Journey

We will arrive back at School on Friday afternoon and we would ask that children are collected at 3pm from the small playground via Gate 6 on Friday 10th November. However, should this change significantly due to traffic conditions you will be notified by text.

9. Address during visit

Hooke Court, Hooke,

Nr Beaminster

Dorset DT8 3NX

Tel: 01308 862260 (only to be used in the case of extreme emergency please)

10. Outstanding Payments

Thank you to everyone who has already made payment in full for the trip. As per the payment schedule, all outstanding payments were due by **Sunday 8th October** via your child's Arbor account.

If needed, additional copies of the Trip Consent Form and Administration of Medicines forms can be collected from the school office foyer.

Finally, please get in touch with me, or the office, if you have any further questions. I am sure the children will have a valuable and enjoyable visit.

Yours sincerely,

Miss Chambers

Year 6 Leader

CLOTHING LIST

Clothing and shoes worn outside during activities will inevitably get dirty – so old clothes are best!

Please use the following checklist to help pack bags:

- 1 Bath towel
- Toiletries bag containing: toothbrush, toothpaste, soap, hairbrush etc.
- Night clothes
- Socks and underwear
- T-shirts / shirts
- Thick sweater + light sweater/sweat shirt/fleece
- School Hoody (if appropriate)
- Pairs of trousers and/or tracksuit bottoms
- Waterproof jacket (and trousers if you have them – not essential!)
- Warm, waterproof coat - essential
- Sturdy shoes or wellingtons or walking boots - essential
- 2 Pairs of trainers
- Torch (Essential - particularly necessary for night walks at Hooke Court)
- Large plastic bag for dirty clothes
- Gloves, hat, scarf
- Water Bottle
- Lunch for Day One
- Indoor shoes
- Small rucksack or shoulder bag in which to carry packed lunch & water bottle
- Soft toy e.g. teddy bear (*Must be able to fit in your child's luggage and not require its own seat on the coach!*)

PLEASE NOTE

- **Jeans** - are not suitable for outdoor activities because they take so long to dry if they get wet.
- **Identification of clothing** – All items should be clearly marked and a list of clothing brought by your child must be included in their case. Please ensure school hoodies are named.
- **Pocket money** – children may bring up to £10. This money should be kept by your child in a clearly marked purse or wallet
- All children must be able to carry their own luggage, please ensure it is not too heavy.