

Friday 29th March 2019

Dear Parent(s),

### Class 5 Trip to London

We are pleased to inform you that we have now confirmed the final details for Class 5's trip to London.

We will be leaving at 6am on **Wednesday 8<sup>th</sup> May** and returning the following day, **Thursday 9<sup>th</sup> May**, at about 10pm.

We have worked very hard to get you the best price and I am pleased to let you know that it has come in under our initial estimate of £100. It is £91 per child. This includes transport, cost of activities, insurance and full board overnight accommodation. We are very grateful to the Government as they will fund a large majority of our transport due to us visiting The Houses of Parliament.

Because of the adjustment in price it means that we now just require £31 by Monday 1<sup>st</sup> April (if you have already paid £60), thanks to the fantastic fundraising and some bargaining.

I now need you to read the information attached and fill in the appropriate forms. This includes:

- Insurance Form
- Contact details, medical information and dietary needs
- Itinerary for London Trip
- Kit List

The dietary part of the form only needs to be completed if your child is vegetarian or suffers from any food allergies.

We would be grateful if you would complete the forms and return them to school by **Friday 5<sup>th</sup> April**.

If your child needs to take medication when he/she is with us, please make sure it is clearly labelled with your child's name and dosage details. The medication should be placed in a named plastic bag or box and sealed. This must be handed to us on the morning of our departure. Asthma inhalers should be placed in your child's small rucksack (day bag) which will stay with them at all times during the stay.

Finally, we would like to invite you to a parents meeting on:

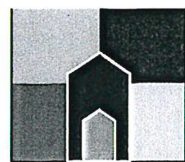
**Monday 1<sup>st</sup> April at 3.20pm (in Class 5)**

We look forward to seeing you then. However, in the meantime, if you have any queries relating to this trip please do not hesitate to contact me at school.

Yours sincerely,

Mr. D. Hunt

Class 5 Teacher



**An Daras**  
Multi Academy Trust

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Exec. Head Teacher: W. Hermon  
Head Teacher: Mrs. M. Furber



*'Together towards a bright,  
positive and successful future*

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## PARENTAL CONSENT FORM

This form has been produced for parents/guardians of young people to complete with regard to visits and journeys and gives the necessary authority to the school/youth group to take your child on the visit. PLEASE NOTE that in signing this form your rights are not affected in any way.

School St Stephens Community Academy, Launceston

Visit/Activity Year 5 London Residential

Date(s) 8<sup>th</sup> – 9<sup>th</sup> May 2019

I wish my son/daughter \_\_\_\_\_  
to be allowed to take part in the above mentioned journey/visit and, having read the information provided, agree to him/her taking part in any or all the activities described.

- 1 I consent to any emergency medical treatment required by my child during the course of the visit.
- 2 I confirm that my child does not suffer from any medical condition requiring regular treatment OR my child suffers from \_\_\_\_\_  
requiring regular treatment (e.g. diabetes, asthma). (Delete as appropriate). If your child suffers from a particular complaint, please enclose a letter giving details of the complaint and its treatment.
- 3 I consent to my child travelling by any form of public or contracted transport and/or in a motor vehicle driven by a member of the trip staff.

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Telephone Number \_\_\_\_\_

## NOTES

The An Daras MAT through its employees and agents will at all times take reasonable care of your child and his/her personal effects and money.

If your child has an accident or suffers loss of or damage to his/her personal effects and money which is not as a result of any lack of care on the part of the An Daras MAT, its employees or agents, the An Daras MAT will not be able to pay any damages or meet any expenses arising.

Similarly if your child incurs any liability towards a third party in respect, for example, of any injury caused by your child to that third party or damage caused to the third party's property the An Daras MAT will not be responsible for this unless it can be shown to be at fault in some way.

There is in force a policy of insurance in respect of this trip which provides cover for the matters referred in the above notes. A summary of the provisions of that policy is available in the school office for your inspection.



### London Residential Trip: 8<sup>th</sup> – 9<sup>th</sup> May 2019

Please complete the following information for:

\_\_\_\_\_ (name of pupil)

DoB: \_\_\_\_\_

#### **Emergency Contact Names:**

It is important that we are able to contact parents at **any time day or night** and, therefore, we require two names and telephone numbers that will ensure we are able to do so.

1. Name: \_\_\_\_\_ (Parent/Carer) Tel: \_\_\_\_\_

2. Name: \_\_\_\_\_ Tel: \_\_\_\_\_

#### **Medical Information:**

Please give details below of any known medical condition/s and the recommended treatment/s and medication/s, including any known allergies:

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Name of child's doctor: \_\_\_\_\_

Surgery Tel No: \_\_\_\_\_

#### **Dietary Information:**

Please give details of any dietary requirements e.g. food/s that cannot be eaten because of a known allergy or if your child is vegetarian. (There will be plenty of choice so we do not need to know what your child likes or dislikes). \_\_\_\_\_

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#### **Permission**

In case your child suffers from any symptoms of feeling slightly unwell, e.g. a headache, do you give us permission to administer Calpol?

Yes ☐

No ☐

#### **Free school Meals** (*only complete if your child receives a free school meal*)

My child requires a packed lunch on Thursday 4<sup>th</sup> May:

Yes ☐

No ☐

Signed: \_\_\_\_\_ (Parent/Carer) Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

## **Year Five London Residential Trip 2019**

### **Wednesday 8<sup>th</sup> May 2019**

- Children to arrive at school at 05:30. Leave school 06:00.
- Travel by coach with estimated two stops on route.
- Arrive at National Science Museum at approximately lunchtime and have lunch in schools eating area.
- After lunch there will be time to look at parts of the Museum.
- Workshop at National Science Museum Wondelab show space at 14:00.
- Workshop at National Science Museum The equinox gallery at 1420 till 15:30.
- 15:30 travel by coach to HMS Belfast (overnight stay)
- Walk across Tower Bridge and around Tower of London to dinner at 19:00.

### **Thursday 9<sup>th</sup> May 2019**

- Breakfast @ 08:00.
- 09:00 Travel by coach to Houses of Parliament.
- 10:00 Houses of Parliament for workshop and tour. (finish 12:15)
- 12:30 Lunch outside the London Eye.
- London Eye flight @ 13:30.
- Pickup by coach at London Eye for return to school.
- Estimated arrival back at school: 2200 Hrs (stop at a service station for tea).



## **London Residential Trip: Kit List**

### **Dress code**

The children are allowed to wear non-school uniform for the duration of the trip but they need to be comfortable and prepared for cold and wet weather. We recommend that they wear trousers, a t-shirt, a jumper/fleece and shoes or trainers (waterproof). Children are provided with lanyards, showing the school name and a variety of contact details in case of emergency.

### **Overnight bag** (large rucksack/sports bag/small suitcase)

- ☐ One change of clothes – trousers, t-shirt, jumper/fleece.
- ☐ Socks x2
- ☐ Underwear x2
- ☐ Nightwear
- ☐ Sleeping bag and pillowcase
- ☐ 1 spare pair of shoes or trainers (waterproof)
- ☐ Wash bag
  - soap
  - toothbrush
  - toothpaste
  - roll on deodorant (strictly no aerosols)
  - hairbrush/comb
- ☐ 1 towel
- ☐ Small torch
- ☐ Optional: reading book
- ☐ Optional: teddy

### **Day bag** (small rucksack)

- ☐ Waterproof coat
- ☐ Packed lunch in a plastic bag not a lunch box (if your child normally has a free school meal please notify us on the appropriate form and a packed lunch will be provided for them)
- ☐ Filled water bottle
- ☐ Suncream
- ☐ Optional: Camera (preferably disposable or a low value digital camera)
- ☐ Optional: Items to entertain themselves on the coach. This may include an MP3 player, a handheld games console or small tablet.

**Other items** (to be handed to an accompanying member of staff prior to departure)

- ☐ **Essential:** £10 for tea at a service station on the way home. This must be in a named envelope.  
*We can't exactly predict which service station we will stop at, so this sum is to allow for differences in prices between places.*
- ☐ **Medication:** Labelled with name and dosage.
- ☐ **Optional:** Pocket money. This must be **no more than £5**. To be in a named wallet/purse.  
(We may not necessarily spend this.)
- ☐ **Optional:** A favourite snack or treat, e.g. a pack of biscuits / raisins etc (preferably no sweets, chocolate or nuts.) Treats can be shared at designated treat / snack times. (We may not get through them all so don't be offended if we hand them back to you after the trip!)

**Items Prohibited**

Mobile phones, iPads, Laptops or large tablets, pocket knives, expensive cameras and aerosols.

**Please clearly label all of your child's belongings. The school accepts no responsibility for lost or damaged items. Mr Hunt will collect and store all electronic items in her bedroom before bed to prevent loss of sleep!**