



Year 5
Grittleton House
In2action Residential Trip

Monday 9 May –
Thursday 12 May 2022

Information Pack

Grittleton House INFORMATION PACK

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PLEASE RETURN THE COMPLETED CONSENT & MEDICAL FORMS **BY FRIDAY 29 APRIL**

Year 5 Residential Visit

| | | |
|------------------------------------|-------|---|
| Monday 9 May | 08:15 | Children arrive at school |
| | 09:00 | Depart West Ashtead for Grittleton House |
| | 11:30 | Arrive at Center |
| Tuesday 10 and Wednesday 11 May | | Day of organised activities |
| Thursday 12 May | | Morning of activities and packing |
| | 12:00 | Depart Grittleton House |
| | 14:30 | Approximate arrival time back at West Ashtead |

General Information

The following people will be accompanying the children on this trip:

Mrs Legg – Year 5 Teacher
Ms McCrossan - Year 5 Teacher
Mrs Allum - SENCO
Mrs Ferrier - Teaching Assistant
Mr Hughes - Parent
Mrs Wharton - Parent

West Ashtead staff will remain with the children throughout the visit and during the activities. We will group the children before we leave and they will know the adult responsible for them on Friday 6 May.

Our trip is covered comprehensively by Surrey County Council insurance and Endsleigh Insurance for the activities

Medicines

At the end of this pack you will find a medical questionnaire form that needs to be completed, signed and returned to the office by **FRIDAY 29 APRIL 2022**

Mrs Allum will be responsible for the administration of medicines whilst we are away. Please bring any necessary medication to the School Office in the days leading up to the trip. Please label bottles/packets clearly with:

- Child's Full Name
- Dosage
- Frequency

Inhalers & Epi-pens

If your child uses inhalers or Epi-pens, we would appreciate it if you could send spares with them. We will take the ones we are holding at school and these will be kept centrally.

We will take a supply of emergency medicines with us which we will administer at our discretion. Please make it clear on your child's medical form if you do not wish for us to do this.

If your child suffers from travel sickness, a tablet should be given to your child **before coming to school on the morning of the trip**. We will then need any tablets, IN THEIR ORIGINAL BOX labeled clearly with your child's name and dose required.

Food

Any specific dietary needs will be catered for by the center - please include details that the school isn't already aware of on the medical questionnaire at the back.

If necessary please speak to your child's class teacher.

Clothing List

Please see the additional Kit List.

We strongly recommend that packing of cases/holdalls should be done with your child! They will be much better prepared by knowing exactly what they are taking. Holdalls on wheels are fine as long as your child is still able to lift it if necessary.

Whilst naming every item of clothing is laborious, it will cut down on lost property at the end of the trip.

Please pack a couple of empty carrier bags for wet/dirty clothes.

Extras

No electronic games, iPod or mobile phones please. Pocket travel games, comics and colouring are fine for the coach journeys.

Please do not bring sweets or chocolate of **any kind**.

Pocket money is at parents' discretion, however, we would ask that you give no more than £10, ideally in coins, in a named purse/wallet. This will be held in our "West Ashted Bank" by MNs McCrossan and the children will be able to make withdrawals when they need. There is a small shop at the centre that sells souvenirs eg pencils, notebooks etc Please drop this into the school office in the days leading up to the trip.

Named cameras may be taken but please remind the children it will be their responsibility. They will also need charging devices and/or spare batteries as we do not have spares.

Sleeping Arrangements

The children will be given the opportunity to write a list of 4 friends they would like to share a room with. We will then use their lists to draw up accommodation groupings. We ensure that every child is sharing with at least one friend from their list. The children will be told their rooms on arrival at Grittleton House

Boys and girls will be grouped in separate rooms of varying sizes. Staff rooms are located on the same floor in the manor house.

Arrangements for the morning of Monday 9 May

Children need to be at school for 08:15 for registration, and bring their named luggage into the hall.

Day bags/rucksacks and coats to be taken to classrooms.

Any medication, that has not already been sent in advance, should be handed to Mrs Allum

Any pocket money, that has not already been sent in advance, should be handed to the class teacher

Children should say goodbye to parents and come to classrooms for registration. The coach will be departing from the A24 gate at 09:00

Arrangements for return Thursday 12 May

Depending upon traffic, we aim to be back at school **for around** 14:30

We will telephone the school if we know in advance that we will be late and a text message will be sent to parents.

Please try to park considerately on Taleworth Road when you come to collect your child.

Emergencies

If **you** have an emergency during our stay, please contact the School Office as a first port of call. The office is open from 08:30 – 16:00 every day.

If while we are away **we** need to contact all parents quickly and are unable to access our school system, we will use the telephone numbers you will be providing on the consent forms. Please check that the numbers you give us are written correctly and clearly.



CONSENT FORM

YEAR 5 – In2Action Grittleton House

I wish my son/daughter _____
to be allowed to take part in the above mentioned school residential and, having read the information, agree to his/her taking part in any or all of the activities described.

I have ensured that my child understands that it is important for his/her safety and for the safety of the group that any rules and instructions given by the staff in charge are obeyed. Both my child and I also understand that if any behavior or actions, which put the safety of my child or the safety of the group at risk, occur I may be requested to collect my child.

*Please delete and complete the following as is appropriate**

My child has *no illness, allergy or physical disability
*the following illness or ailment

| Ailment/illness | Medication required | Dose | Frequency |
|----------------------|----------------------|----------------|----------------------------|
| <i>Eg. hay fever</i> | <i>Piriton syrup</i> | <i>1 x 5ml</i> | <i>Morning & Night</i> |
| | | | |
| | | | |
| | | | |

SPECIAL INSTRUCTIONS:

I consent to my son/daughter being given the following, if considered necessary by the party leader. ****DELETE ANY THAT SHOULD NOT BE ADMINISTERED ****

1. PARACETAMOL – Calpol Six Plus
2. ANTIHISTAMINE SYRUP – Piriton
3. INSECT BITE CREAM – Anthisan
4. AFTER SUN - Boots “Soltan”

I consent to any emergency medical treatment necessary during the course of the visit.

Signed _____ Parent/Guardian

EMERGENCY CONTACTS WHILST ON TRIP

NAME _____

RELATIONSHIP TO CHILD _____

TELEPHONE Home: _____

Mobile: _____

Work: _____

NAME _____

RELATIONSHIP TO CHILD _____

TELEPHONE Home: _____

Mobile: _____

Work: _____

Does your child have any specific dietary requirements (e.g vegetarian, gluten free)? If so please give details below.

**PLEASE LABEL ALL MEDICATION CLEARLY WITH CHILD'S NAME AND HAND INTO THE OFFICE
PRIOR TO THE TRIP.**