



St Nicolas and St Mary Church of England Voluntary Aided Primary School

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Executive Headteacher Mr D Etherton B.Ed Hons. NPQH
Acting Headteacher Mr A Lincoln BA Hons

6th September 2021

Dear Parents and Carers,

Year 5 Residential Trip to Truleigh Hill – Monday 13th to Tuesday 14th September 2021

We are delighted that our Truleigh Hill trip will be taking place shortly, following several postponements!

This letter is to confirm some important details. I appreciate that some of this information is short notice – but it was not possible to plan earlier when there was still the risk of the trip not happening. As the first letter went out to parents some time ago, I have provided some additional information at the end of this letter.

Please complete and return the attached parental agreement for school to administer medicine together with any medicine your child requires by **FRIDAY 10th SEPTEMBER**. Please also hand in any medicines that your child may need whilst at Truleigh Hill.

Thank you again for payments for the trip, **FRIDAY 10th SEPTEMBER** will be the final day for outstanding payments (*unless agreed otherwise with the school*).

The children will be walking from the school in small groups with staff or parent volunteers. Please return the volunteer slip ASAP so that we can confirm who will be joining us on the walk from school to Truleigh Hill.

If your child has any special dietary requirements that we are not aware of, please let us know as soon as possible. Likewise, if your child has any medical or other needs that may need our attention please let us know.

Arrival time: Children need to be at school on Monday 13th at the usual time.

Pick-up Time: 2.30pm Tuesday 14th September from Truleigh Hill Youth Hostel. The children will be taking part in the end of trip celebration before then so please do not arrive earlier than 2.30pm. Staff will be unable to bring children back to school on Tuesday afternoon as they will need to pack up and transport school equipment. Parents are encourage to contact each other to arrange shared transport.

Directions and address:

Address: Truleigh Hill Youth Hostel Tottington Barn, Truleigh Hill Shoreham, Shoreham-By-Sea BN43 5FB
Phone: 0345 371 9047 Website: yha.org.uk
Directions: From the Upper Shoreham Road, turn north up Erringham Road (it has a brown tourist sign saying to 'Mill Hill'), The road bends to the left then turn right onto Mill Hill. Drive over the A27 bridge to the very end of the road (Upper Beeding Car Park). Turn right (you have no choice!) and continue up the hill. The Youth Hostel is on your left. You can use the car park.

Emergency Phone Number

The emergency phone number for the Truleigh Hill trip is: **07849 643675** Please note that this is strictly for very serious out of hours emergencies only. (Try the number above or the school office first)

If you have any final questions, queries or concerns, please be in touch.

Yours sincerely,
Mr Etherton
Executive Headteacher

Year 5 Residential Trip to Truleigh Hill – Monday 13th to Tuesday 14th September 2021

Additional Information

This is our second residential trip to **Truleigh Hill** Youth Hostel Association. It is a fantastic, exciting residential adventure which provided some fabulous curriculum and learning experiences for children.

This trip is subject to sufficient parental support.

The trip will take place from **Monday 13th to Tuesday 14th September**. The cost of the trip is £35.00 and includes accommodation and food (except packed lunch on first day).

Further information:

- The trip will be led and organised by Mr Etherton, Miss Kite, Mr Davies and Mr DeWaal with other staff/volunteers on the team.
- The children will be sleeping in dormitories of between 2 and 8 children. Most of the beds are bunks and we will have some additional mattresses on the floor to ensure that we can accommodate everyone. We will have exclusive use of the hostel overnight.
- Children will walk from school, leaving at 9am on Monday 13th September. It is 4 miles. Children will need comfy shoes, a small rucksack, drink, packed lunch, waterproof coat and sunscreen.
 - We will ask for volunteers to walk with us to Truleigh Hill and organise a lift back at lunchtime!
 - Well-behaved dogs on a lead are welcome for the walk – but children will be able to choose a non-dog group if that is their preference.
- Overnight bags will be taken up by car (we may ask for some volunteers to assist with this)
- We will be walking through Buckingham Park, through the estate, and over the hills. There will be lots of curriculum activities to do on the way such as Mill Hill Nature Reserve, map reading, treasure hunts, quizzes and problem solving.
- At the hostel we will do a range of activities such as team building exercises, shelter building, fire lighting, rounders and so on.
- Children will need to be picked up by parents from Truleigh Hill on Tuesday afternoon at 2.30pm.

Youth Hostel

More information about the youth hostel can be found at:

[CLICK HERE](#)

Costs – Reminder

<p>Board & Lodging – includes:</p> <ul style="list-style-type: none"> • Accommodation • Hot evening meal • Hot chocolate • Cooked breakfast • Packed lunch for day 2 • Drink and snacks • Cost of sun cap 	<p>Chargeable:</p> <p>If a family is in receipt of one of the benefits specified at the end of this letter, the school will waive the charges.</p> <p>If <u>we</u> have to cancel the trip we will make refunds to parents and carers.</p>	<p>£35.00</p>
<p>All other costs</p>	<p>Voluntary contribution:</p> <p>All curriculum and staffing costs associated with the trip will be covered by the school. However, if parents wish to make a donation towards those who are facing financial challenges on this or other trips, then please feel free to do so. Suggested donation is £3.00</p>	<p>£0</p>
<p>Total Cost</p>		<p>£35</p>

Payment of a £10 non-refundable deposit was required by 31st March 2021, with the balance being paid by Monday 31st May 2021, either in a lump sum or by instalments. Please log in to your sQuid account to give permission and pay your deposit.

**IF YOU HAVE NOT PAID, OR GIVEN PERMISSION VIA SQUID,
PLEASE DO SO AS SOON AS POSSIBLE.**

THANK YOU.

Normally trips are expensive because of coach travel. We are fortunate that the hostel is nearby and we will not need to pay for travel! There is no cost for the curriculum activities so the above cost is not voluntary. However, if you wish to speak to me in confidence about the entitlement to waive charges, please contact me to arrange an appointment. Please note that this price includes a £10 discount per child that we have negotiated with the YHA. If you are in receipt of one of the following benefits the charges for the trip may be waived (please speak to the school office/member of staff in confidence):

- Income Support
- Income based Jobseeker’s Allowance
- Income-related Employment and Support Allowance
- Support from National Asylum Support Service (NASS) under part 6 of the Immigration and Asylum Act 1999
- Child Tax Credit (provided you’re not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on – paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit – if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)
- The guaranteed element of Pension Credit

Truleigh Hill Kit List - Please ensure all belongings are clearly labelled

WEAR

- Non-uniform
- Waterproof coat with waterproof head covering
- Comfortable walking boots/shoes/trainers – with suitable socks

RUCKSACK (children will need to carry this on their walk)

- Packed lunch
- Bottle of water
- Sun Cream
- Small pencil case with pens and pencils
- Waterproof / coat (including hood)
- Optional items:
 - OS Map / map case / compass
 - Mini binoculars – optional ** owners responsibility **

Please do not bring

- Bedding (this is provided)
- Pocket money (not required!)
- Phones
- Electronic games, gadgets, music players etc
- Sweets and snacks
- Drinks (other than water)
- Spray deodorants
- Knives

OVERNIGHT BAG (this will be taken to the youth hostel by car)

- Plimsolls or trainers
- Nightclothes and changes of underwear
- Spare shorts and/or trousers
- Spare tops / jumper
- Change of clothes for second day
- Underclothes – for second day
- Plastic bag for dirty washing
- Toiletries and towel (no spray deodorants)
- Pocket size game or book or cards
- Torch (optional)
- Slippers, 'indoor shoes' or flip-flops
- Small teddy bear or badger!
- Optional items:
 - Kite
 - Frisbee
 - Small balls

The school will provide

- Sun cap
- Hi-Viz
- Maps / compasses
- Packed lunch for day 2

The youth hostel will provide

- Bedding
- Evening meal / Breakfast

OTHER

- Please liaise with staff about any medicines, medical requirements and/or dietary requirements

Note: Please do not buy new or expensive clothes or shoes. We will be doing adventurous activities!

Consent to administer non-prescribed medication on a Residential Visit

The school will not administer medication unless this form is completed and signed. This information will be kept securely with your child's other records. Whilst away if your child feels unwell the school staff may wish to administer the appropriate non-prescription medication.

Please do not hesitate to contact the school if there are any issues you wish to discuss.

Pupils Name	D.O.B
Gender	Year/Tutor Group

If your child develops the relevant symptoms during the residential visit, with your consent they will be given a standard dose suitable to their age and weight of the appropriate non-prescribed medication. If symptoms persist medical advice will be sought and if necessary the emergency services called. You will be informed when the school has administered medication on our return by text.

The school will hold a small stock of the following medicines:

Paracetamol

Anti-histamine

Please tick the non-prescription medications above that you give your consent for the school to administer during the residential visit.

If you would like your child to be given travel sickness medication please supply medication suitable for their age and weight in its original packaging with the patient information leaflet.

Travel sickness

I give my consent for the medications ticked above to be administered by the school and I confirm I have administered them to my child in the past without adverse effect. Please keep the school informed of any changes to this consent.

Signature(s) Parent/Guardian

Date

Print name

St Nicolas and St Mary CE Primary School Truleigh Hill 2021

Childs name..... Class.....

Permission and Volunteer Slip

Please indicate below whether you can help in any of the sections below. We will then be in touch to confirm helpers. Unlike some trips involving coaches / entry costs, we do not have to limit the number of those wishing to help on the walk to Truleigh Hill. We also need all parents to confirm regarding pick up arrangements 2.30pm Tuesday 14th September.

Walking to Truleigh Hill (4 to 5 miles)

Tick all that apply:

- I can walk with the children to Truleigh Hill and will have a working mobile phone with me (as well as lunch, water, suitable clothing etc)
- I will attend the briefing
- I will have a dog with me that is very well behaved and will be kept on a lead as appropriate (On this occasion, you may bring your dog onto the Cherry Tree Playground, via the school office gate at 8.55am)
- I will need a lift back to school (with / without a dog)
- I will walk back from Truleigh Hill.

Lifts

Tick all that apply:

- I can take bags from school to Truleigh Hill
- I can bring back walkers (around lunchtime/early afternoon)
- I have relevant car insurance / MOT (if you have not helped with lifts in year 5 please can we photocopy your driving licence, insurance & MOT).

You may use the staff carpark when loading up bags.

Pick up

Please make every effort to share lifts with other families

- I will fetch my own child from Truleigh Hill at 2.30pm on Tuesday
- My child will be brought back from Truleigh Hill by: _____
- I will be collecting the following children: (please list below)

- I am unable to pick up my child from Truleigh Hill

Permissions

- I give permission for any member of staff or volunteer approved by the school to give my child a lift in their car (e.g. in case of emergency)

SignedPrint name.....

PLEASE:

- **RETURN THIS PAGE TO THE SCHOOL ASAP**
- **COMPLETE THE MEDICAL FORM & SEND IN MEDICINES**
- **CHECK YOU HAVE PAID/GIVEN PERMISSION VIA SQUID**