



Halstow Primary School

School Journey

Year 4

28-31 March 2017

Dear parents/carers,

We are looking forward to our Year 4 School Journey, this is always the highlight of the year. This is a wonderful opportunity for the children to develop their self-confidence, independence and team building skills.

We know that the children will have a valuable and enjoyable experience. To help make the school journey run smoothly, there are a number of things we would ask you to do. This handbook provides you with the information you need to help your child make the most of their time.

The Centre

The beautiful North Downs is the rural setting for Margaret McMillan House Field Centre. The Centre stands in its own twenty two acres of field, meadow and traditionally managed woodland. It is located within an area of outstanding natural beauty, with numerous well marked footpaths, including the ancient Pilgrims' Way and is near to the historic village of Wrotham. The local area has a diverse geology of chalk, clay, sand and limestone, which offers a rich variety of ecological habitats. Year 4 Halstow pupils have been going to this Centre for more than fifteen years.

Telephone

There is no telephone with which to contact your child directly. **Mobile phones are NOT allowed.** In an emergency, please contact the school. On arrival at the centre, we will telephone the school to confirm that we have arrived and a text will be sent to parents/carers. We will also upload photos to the school website during the week, so please take a look.

Staff

Sam Rowe (Year 3/4 Teacher)
Kathryn Hawtin (Year 3/4 Teacher)
Jacquie Dearness (Year 3/4 Teacher)
Cherisa Baugh (Year 3/4 Teacher)
Beckie Williams (Deputy Headteacher)
Julie Pepperrell (SENCO and Teacher)
Shay (LSA and first aider)
Jane (LSA)
Anthony (LSA)
Kelly (LSA)
Vicky (LSA)
Christine (LSA)

The Centre also has teachers and they will be accompanying us for each activity.

A Typical Day

7.30am	Wake up and dress
8.15am	Breakfast
9.00am	Morning activity begins
12 noon	Lunch
1.00pm	Afternoon activity begins
4.00pm	Free time/game activities
6.00pm	Dinner
7.00pm	Hot chocolate and biscuit. Shower.
8.00pm	Bedtime



Clothing

There is no need for you to buy new clothes or shoes, old, comfortable clothes and shoes are best. They will get muddy if it rains whilst we are there!

The children will not be allowed to wear muddy shoes in the dormitories, therefore, a second pair of shoes or slippers are required for indoor use. Fashion shoes are **NOT** suitable - trainers are ideal. Send Wellies clearly labelled with your child's name (for outdoors) if you have them. The centre does have a limited supply that can be borrowed.

The weather at this time of year can be wet and cold (it even snowed when we went a few years back). The children will need warm clothing, several thin layers - old T-shirts and/or sweatshirts are better than one thick pullover. The centre provides high quality rainwear for all children. However, having said that, one year it was incredibly hot and sunscreen was essential! If sunscreen is needed, please ensure your child has their own bottle of high factor sunscreen to apply to themselves - the unpredictability of the British weather! We suggest checking the weather forecast when you pack!

It is a requirement that each child brings one single fitted sheet, one single duvet cover and one pillow case OR one single sheet, sleeping bag and one pillow case.

Valuables

The teachers accompanying the children are unable to take responsibility for any valuables.

Please ensure that your child does NOT bring any electronic gadgets or toys, or jewellery. Pupils may bring a camera to take photos. They must be responsible for its safekeeping. We strongly advise all items are clearly labelled with your child's name.

No pocket money is needed on School Journey.

The Activities

The Health and Safety assessments for these activities have been written by the Centre and are reviewed and adapted to fit children's needs. All risk is assessed with controls put in place. During our time at Margaret McMillan House the children will have the opportunity to participate in a range of outdoor education activities. Here is a brief synopsis of what the children can expect to be doing.

Tuesday

9.30am Leave school
10.30am Arrive at Centre, settle in and unpack
Afternoon Survival Challenge
Evening Games/evening walk (on site)

Thursday

Morning Orienteering
Afternoon Hub Challenge
Evening Camp fire

Wednesday

Morning High Ropes, Climbing
Afternoon Low Ropes
Evening Disco in the barn

Friday

Morning Archery
1.15-130pm Leave Centre
2-2.15pm Arrive back at School*

***Parents may collect their children at this time. If your child is going to an after school club instead, please let their class teacher and the school office know in advance.**

Each activity is designed to promote elements of key skills. There are opportunities for individuals to set their own goals and to be part of a team. Pupils are encouraged to contribute ideas and to work collaboratively in order to problem solve.

High Ropes/Climbing

Children will work in teams to complete a high wire course and attempt a 20m climbing wall.

Low Ropes Course

Working in small teams, pupils help and encourage each other to move around, over and across the various elements of the course, blind line - obstacle course where individuals describe the route for a blind folded peer.

Tyre Course

A team building exercise where pupils need to problem solve as they cross a swamp, launch themselves on one of several rope swings and walk the plank, all without touching the ground. A fun way of working together.

Archery

An opportunity to learn and apply new skills with lots of team games and competitions. A qualified instructor leads each session.

Orienteering

Using maps and sometimes a compass, pupils navigate their way around the site. There are a range of trails, routes and orienteering courses that differentiate according to levels of ability and experience.

Hub Challenge This is a specially designed team building session where students have the opportunity learn about the benefits of working as part of a team and the relevance of particular key skills, e.g. Thinking creatively, being motivated, working together and improving own learning.

Medical Information

We are not allowed to give any child medicine, including pills for headache or travel sickness, unless we have your written permission. All medicines must be provided for by parents and you will also need to complete a medical form beforehand, which can be obtained from the school office. Completed medical forms must be given, along with the medicine, to Mrs Rowe before boarding the coach.

If your child has any medical condition, e.g. allergies, asthma, you **MUST** tell us. Any **prescribed** medicines needed during the school journey, together with instructions for administering them, must be given to Mrs Rowe on Tuesday morning before boarding the coach. These must have the child's prescription label attached to the medicine.

We suggest that children with asthma keep a pump on them at all times and that another is provided for the adults to look after.

In the unlikely event of an accident, we will apply first aid as necessary. There is a local Doctor on call and two hospitals near by. Should we need to make use of these, we will need your Doctor's name and address and your child's Medical Number (*see consent form*).

Dietary Information

The Centre provides a balanced diet. All food is cooked in the centre kitchen and is delicious; there is always plenty of it!

- Breakfast consists of cereal, hot food, toast and choice of drinks.
- Lunch is a packed lunch, usually sandwiches, fruit, crisps and a piece of cake or biscuit.
- Dinner is a hot meal and choice of drinks.
- An evening snack is usually a biscuit or piece of cake with a hot or cold drink.

The Centre will cater for special diets, either for medical or religious reasons, or for vegetarians. If your child requires a special diet for any reason you should tell us as soon as possible so that we can give the centre time to make arrangements.

Children should NOT bring any food or drink with them to the Centre. *NO FOOD OR DRINK IS ALLOWED INSIDE THE DORMITORIES.* Not only could food be a choking or allergy hazard, it is a strict rule of the centre itself.

Code of Conduct

Please take some time to discuss these rules with your child before the trip.

We expect all children to abide by the following rules to ensure that everyone has a safe and enjoyable trip.

- Always listen to the adults and follow instructions promptly.
- Always follow the safety rules of the Centre
- Show respect and consideration for each other
- Take responsibility for the tidiness and care of their room and possessions.

Recommended Clothing and Sundries List (One bag only if possible, children will have to manage their own bag)

Bedding - It is an essential requirement that each child brings either:-

- **One single fitted sheet, one single duvet cover and one pillow case; or**
- **One single sheet, one sleeping bag and one pillow case**

(This should be packed at the top of the bag as the first task is to make their beds!)

1 warm anorak/coat

2 pairs of trousers/jeans or tracksuit trousers

2 long sleeved pullovers/sweatshirts or jumpers

3 shirts/t-shirts or blouses

1 warm hat

1 scarf

1 pair of gloves/mittens

1 pair of Wellington boots (if you have them) in a plastic carrier bag

1 pair of shoes/boots or trainers for rough walking

1 pair of indoor shoes or slippers

5 pairs of socks

3 changes of underclothes

Nightwear

1 face flannel

1 bar of soap

2 towels

Brush/comb

Toothbrush and toothpaste

Sunscreen

Sunhat

Camera (optional)

Plastic bag for dirty laundry!

} **PLEASE ENSURE ALL PROPERTY IS**
} **CLEARLY LABELLED WITH CHILD'S INITIALS**
} **ON THE LABEL - A BIRO DOES THE JOB!**