



Radley CE Primary School & Foundation Stage Unit

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1st April 2022

Dear Parents

Kilvrough visit: 23rd to 27th May 2022

Our visit to Kilvrough is fast approaching, and we can now give you the final information you will want to know before waving your child off for an exciting week!

Travelling to Kilvrough

The coach will be leaving from Radley Primary School at 7.45am on Monday 23rd May, **please make sure you are at school by 7.30am.** If your child requires a travel pill, please ensure they are given before they arrive at school. Please don't forget to give Mrs Sparks the travel pill (in a named envelope) for the return journey.

We will be stopping for a twenty minute break during the journey to Kilvrough. Please could your child bring a bottle of water to drink, when we stop. Children can also bring a book for the journey, if they wish. Please do not bring mobile or snacks for the coach journey. (Children **will need** to bring a packed lunch for when we arrive at Kilvrough).

Travelling Home

We will leave Kilvrough by coach at 3pm on **Friday, 27th May** and arrive back at Radley Primary School at approximately **7.15pm. If for any reason there is a delay, we will send you a text message.**

Luggage

Only one case please and remember that your child has to carry it. A rucksack for hand luggage is useful for the coach journey. Extra plastic bags are always useful. Please provide a label for all pieces of luggage and ensure clothing is labelled to minimise loss. A list of what to bring is attached. If you need another copy of this, please ask the school office.

Dress

School uniform is not required. Children should wear comfortable clothes for travelling with activity clothes packed in the case. Please see attached list. Thick sports socks are needed for inside walking boots and if possible knee length socks for inside wellington boots. **We advise lots of layers of clothing.** Please do not send any clothes you do not want to get wet or muddy.

Pocket Money

Pocket money is not needed.

Medicines

If medicines are to be taken during the week, including travel pills, please provide them in a named container with clearly written instructions. **Please ensure you complete a medicines form before the day of travel** (available from the school office). Medication must be in its original container, with original pharmacy labels and clearly show the expiry date. Mrs Sparks will take charge of all medicines and administer as necessary.

Adult Ratio

There will be twenty-four pupils in our group with three adults: Mrs Sparks, Mrs Holt and Mr Pearman. During activities at Kilvrough, the ratio will be lower as activities will be led by Oxfordshire County Council qualified instructors and accompanied by school adults.

Behaviour

All Radley Primary School staff are responsible for ensuring that our group adheres to the centre rules and have consideration for all other guests and staff at the centre. We reserve the right to telephone parents to arrange collection of their child if their behaviour becomes unruly.

Staying in Touch

The school will be in contact with the group each day and will update parents by text.

Emergency Contact

Parents are asked not to telephone Kilvrough but to ring school in case of emergency. The school will be able to contact the group direct. In case of **emergency out of school hours** please ring the normal school office phone number:

Tel: 01235 520814

If you need any more information, please do not hesitate to contact me. We are sure all the children will have a brilliant time!

Yours sincerely

Claire Thomas
Headteacher