



03.05.2024

Dear Year 6 parents

## Re: PGL residential trip, 17th-21st June 2024

With just seven weeks until Year 6's residential trip to PGL Bawdsey Manor, we thought that now would be a good time to provide you with some more detailed information about the trip. Hopefully, the following will answer any questions you may have, but if we have missed anything, please do not hesitate to contact either your child's teacher or myself, via the school office. There is lots of information available on the [PGL Parents Guide webpage](#).

**Luggage:** With 60+ suitcases to be transported, it is imperative that all cases or bags are no bigger than 60cm x 40cm x 25cm and weigh no more than 12kg to ensure that they can all fit in the coach storage.

Your child may bring a small rucksack or similar for activities, if they wish, but this is not compulsory. Pillows and sleeping bags/duvets can be packed in a bag, separate to the main luggage, however, they must be rolled tightly so as to not take up too much room. (They may need to be carried on the coach as hand luggage.)

Please note that pupils will be responsible for carrying all of their own luggage between the coach and accommodation.

**Packing:** By now, you should have received a copy of PGL's suggested [kit list](#) - please do use this as your guide. Children do not need to bring any activity equipment - all equipment is provided by PGL.

### Children should also pack/bring:

- A pillow and sleeping bag/duvet & fitted sheet (sleeping bags are preferable to duvets, as they take up less room. Your child must bring a fitted, single sheet with a duvet but will not need one if bringing a sleeping bag.)
- Either a watch or small alarm clock for mornings! (Nothing expensive!)
- A couple of carrier bags for wet things
- A named, re-usable water bottle
- Snacks are allowed but be sensible!! (and no nuts or drinks)
- Roll-on deodorant; shampoo; shower gel
- £15-20 in named wallet / purse for the gift shop (optional - [info/price list](#))
- A named, disposable camera (optional)

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## The following items are not allowed:

- NO make-up, jewellery or hairdryers/straighteners etc
- NO nuts, no drinks (apart from water bottle)
- NO aerosols (including aerosol anti-perspirant)
- NO electronic devices, including phones, ipads and phone-linked smart watches

Any prohibited items found will be looked after by a teacher for the week.

**Medical:** Your child's health and safety is our absolute priority. In order to help us care for your child while they are away, please read the following carefully.

Medical Forms (Parent Consent Forms) must be returned to the school office by half term with full instructions. If a meeting or discussion is needed re your child's medical needs, please contact the office asap to arrange. For your peace of mind, all PGL staff are First Aid trained, and we have one member of attending RPS staff dedicated to ensuring that all medicines etc are taken at the right times and that medical needs are fully cared for.

All medicines, including travel sickness tablets and hayfever medications, asthma pumps etc should be brought in to school between 10th & 14th June. (If absolutely necessary, please bring in on Mon 17th June, and to the office first thing. All medications must be named, preferably with instructions attached (e.g. on the box or in a zippy bag with the medication). Medications (e.g. asthma inhalers) will be held by adults during activities, as necessary, and your child will be told who has their medication, should they need it.

We will take Calpol with us for pain relief, should it be necessary, and additional antihistamine cream and medicine for reactions to bites/stings. We will always contact you for permission to administer any medications other than those detailed on the medical form.

**Food:** There is a wide range of food available in the food hall at PGL ([sample menu](#)). Children can bring snacks for their rooms, e.g. sweets, crisps if they wish, but they will be well-fed! Please note any allergies on their medical forms - these are very well catered for at PGL.

**Arrangements for Monday 17th June:** Children should bring luggage to the KS2 library (6CT) or 6AN between 8am and 8.40am. They may then either stay in their classrooms or leave with their parents until 8.40am. School starts at normal time.

Children do not need to wear school uniform on the day of departure. All children should bring a packed lunch in completely disposable packaging - we will eat prior to departure.

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The coach will leave at approximately 12.30pm. Parents are more than welcome to come and wave the coach off. Upon our arrival at PGL, the school office will send a text to parents to let them know.

**Arrangements for Friday 21st June:** We anticipate that we will depart PGL at approx 1.45-2pm. The office will text parents when the coach has departed and again when the coach is 20-30mins from school. We will also update you if there are any hold ups etc. Estimated arrival time is 4pm. Parents are expected to collect their children from RPS on arrival back to school - we will dismiss pupils to parents/guardians from the coach.

Yours sincerely,

*Miss J Cole*

Assistant Headteacher