



# Whitstable Junior School

Oxford Street, Whitstable, Kent, CT5 1DB

Tel: (01227) 272385

Head Teacher : Ms Sarah Kent

*e-mail: [manager@whitstable-junior.kent.sch.uk](mailto:manager@whitstable-junior.kent.sch.uk)*

Tuesday 16<sup>th</sup> January 2024

Dear Parent/Carer,

## Gilwell Park Final Arrangements – 20<sup>th</sup> – 22<sup>nd</sup> March 2024

Thank you for taking advantage of this fantastic opportunity for your child, which seeks to extend their experiences in a variety of challenging outdoor activities and develop their independence, maturity, and social skills through exciting, fun, and challenging sessions.

### Prior to the Trip

We suggest that your child assists you in packing their case/bag (See Kit List attached) and then they will know what is in it! Children may be expected to carry or wheel their bag to the accommodation **on their own** so please make sure that it is **not too heavy**. We advise you to **label everything**, including each shoe and boot. Trying to find lost property at a residential centre can be challenging and wastes time.

Ensure your child also has a **separate backpack (could be their normal school bag)** to hold their snack, lunch and **water bottle** for during the day on Wednesday and for the activities. (See food for Wednesday).

We recommend that parents/carers might wish to write a short letter to their children that they hide inside their suitcases. This is always a lovely surprise for the children when they find them. In addition to this, please note that **no** mobile phones or cameras are allowed to be taken on the trip.

### Times

On the morning of the 20<sup>th</sup>, children should arrive at school at **the normal time** through the normal bottom gate, ready to leave at approximately 9.15 am with their bags and/or cases (clearly labelled with the child's name).

**Children will then be asked to take their belongings to the school hall ready to be loaded on to the coach once medication and registers have been taken.**

In the past, parents/carers have waited by the library to wave their children goodbye.

### Medication

All medication will be looked after by **Miss Lay who is our named first-aider**, so this **needs to be packed separately** from the rest of your child's belongings and be marked with the: **Name, Dosage, Frequency and Medication Type**.

Miss Lay will be in the school hall on the morning of the trip to receive the medication and to check arrangements if required. Please go to the hall with your child and the medication so that you can give them straight to Miss Lay, ensuring that it is in a clearly labelled bag/container etc..

-Due to the longer journey to Essex, please ensure that you have provided travel sickness remedies or medication for your child in good time for the journey there and also provided sufficient medication and instructions for the journey home: **these will also need to be handed in on the morning of the trip to Miss Lay in a sealed envelope.**



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-Due to being surrounded by grassy meadows, it is advisable to pack Piriton (or similar) in case of a reaction to grass pollen (this is just a precaution and only required should you know your child is susceptible). This also needs to be in a clearly marked bag/container and given to Miss Lay.

-Inhalers should be kept on the child's person at all times and Miss Lay/Mrs Roy will check children have these before departure and throughout the week. Please add this to the medical form.

## **Attached Medical Form:**

**Please can you complete the attached Medical Form detailing any medication and providing consent for us to administer it** (Ref 1) by Monday 29<sup>th</sup> January. This also includes travel sickness medication and inhalers.

## **Staff**

On the trip will be Mrs Roy (Party Leader), Mrs Migden, Miss Lay (First Aider), Miss Nicholls, and Mrs Dean. All the staff are well known to the children.

## **Contact**

Contact with the school party should only be made in the case of an emergency, through the school office during the day.

## **Cameras and Electrical Items**

We request that no cameras, mobile phones or any other electrical devices are taken. We feel it is important to have downtime from screens. Should this be an issue, please email [kroy@whitstable-junior.kent.sch.uk](mailto:kroy@whitstable-junior.kent.sch.uk)

## **Money**

Your child does not need to bring any money.

## **Food for Wednesday**

We are due to arrive at Gilwell by 11am; the children will need a **healthy snack and a refillable water bottle**, plus a **packed lunch for when we arrive**. Please put your child's name on their lunch bag and make it something that can be thrown away - this should be stored in their backpack. However, any other additional snacks/food should not be sent with children as they generally cause lots of rubbish in the dormitories and can encourage the children to have late-night snacks on sugary food, so nothing additional is advised.

**If your child has any Dietary Requirements or allergies, or you wish to supply some specific food items then please record this in the dietary requirements section attached to this form before Monday 29<sup>th</sup> January (Ref 2).** Please also refer to the attached sample menu to help guide you (however this does change so please know that this is only an example of the type of menu choices).





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## **Rooms**

Your child will be asked to choose three friends that they would like to share a room with and be in a day group with. Each room holds a maximum of 8 beds, with 2 smaller rooms, for anyone who requires a quiet room. Do assure your child that they will be in a room with at least one friend. The rooms list will be revealed to the children when they arrive at the Gilwell Centre. For your information we are staying in Branchet Lodge (information available on their website <https://www.scoutadventures.org.uk/centre/gilwell-park>)

## **Behaviour**

Obviously, we will be emphasising to the children that we expect a high standard of behaviour to ensure that everyone has a wonderful experience and we would be grateful if you could support us by stressing the need for responsible behaviour at all times.

We understand that you may be anxious about your child being away from home but the school office will send a text out once we have arrived safely at Gilwell Park. Also, to reassure you further, should we feel it necessary to contact you in the event of your child feeling unwell or extremely homesick, then we would not hesitate to do so.

We plan to arrive back at school on **Friday 22<sup>nd</sup> March** at around **4pm** when the children should be collected from the top gate by the office. A text will be sent out 30 minutes to confirm arrival and advise of any delays.

Attached to this letter you will find a:

**(Ref 1) Medical Advisory and Consent form,**

**(Ref 2) Dietary/Allergies form**

**Please complete and return by MONDAY 29<sup>th</sup> January and return to the office.**

As well as a Kit List and Sample menu.

We are all very much looking forward to the trip and we know that your child will have a fantastic time!

Should you have any further questions, please do not hesitate to email me [kroy@whitstable-junior.kent.sch.uk](mailto:kroy@whitstable-junior.kent.sch.uk)

Many Thanks  
Mrs Roy