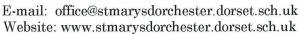


St Mary's Catholic First School Lucetta Lane, Dorchester, Dorset, DT1 2DD Tel: 01305 262258

Fax: 01305 257101







Head Teacher: Mrs Paula Fearn

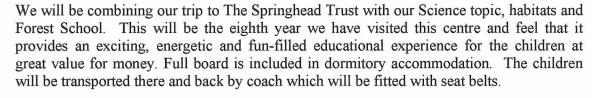
7th February 2020

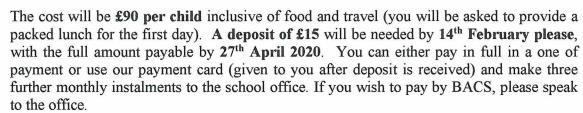
Dear Parents

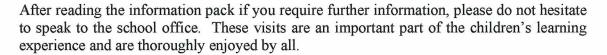




We are delighted to offer a residential trip for our Year Four pupils to The Springhead Trust, Fontmell Magna, near Shaftesbury. The visit will involve environmental walks, pond dipping, nature hunts and generally enjoying the outdoors.







Help with the cost of the accommodation is available to those families who are eligible for Free School Meals. Evidence of eligibility will be required and if you wish to apply for this help, you should contact the school office by no later than 21st February. Anyone not in receipt of any qualifying benefit, but wishing to apply for help should also register with the school office by this date.

Please complete the permission/deposit/receipt of information reply slip and return it to school by 21st February.

Please also complete and return the Parental Consent Form (Form3) by 21st February as well.

Yours sincerely

P. Fearn

Mrs Paula Fearn **Head Teacher**







Year 4 Residential Trip to The Springhead Trust

Wednesday 29th April - 1st May 2020

Contents:

- Initial overview letter with costings and dates including payment dates and information about forms that need to be completed and returned.
- Information Pack including equipment list, information about Springhead and sample menu
- > Permission to attend/confirmation of information received slip/deposit paid form
- Parental Consent/Medical Information Form (Form 3)

Actions to take:

Complete and return the following forms to the school office by 21st February 2020:

- Permission and confirmation of information received slip with £15.00 deposit
- Parental Consent Form (Form 3)

By 21st February 2020:

Request for financial help to school office

When your permission slip and deposit is received you will then receive a payment card outlining the remaining instalments required, either three instalments of £25.00 or if you wish to pay in full this is also acceptable. If you wish to pay by BACS, please speak to the office for the account details.

Any questions about forms or payments, please speak to Sharon in the school office. Many thanks







E-mail: office@stmarysdorchester.dorset.sch.uk Website: www.stmarysdorchester.dorset.sch.uk

Head Teacher: Mrs Paula Fearn



Information Pack

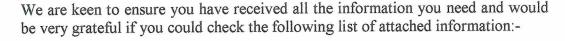


The Springhead Trust Residential Visit – 29th April - 1st May 2020



The enclosed pack has been put together to provide you with information regarding the Year Four Residential trip to The Springhead Trust, Fontmell Magna, near Shaftesbury.

Information Pack:





- General Information about Springhead
- Programme
- Sample Menu

If you are missing any of the above, please contact the school office.

To discuss any medical issues and/or medication, please see Mrs Williams or Mrs Marsh. A reminder that May is hay fever season, please ensure that we have any necessary medicine if your child is likely to suffer from hay fever. We will be out in the beautiful countryside each day so we do not want the children's trip to be spoilt by any symptoms!

Thank you for your support, we are sure that the children will have a very enjoyable visit.

THE SPRINGHEAD TRUST 2020

Here are just a few notes about our visit to Springhead Trust on Wednesday 29th April - Friday 1st May 2020.

- © We will leave school at approximately 9.30 am on Wednesday 29th April. The journey to Springhead takes about 1 hour.
- © We will leave Springhead at approximately 1.15 pm on Friday 1st May and will be back at school for an early pick up at 2.30 pm.

What does my child need to bring with him/her?

- ② A packed lunch for Wednesday as children tend to eat like giants when they
 go on a trip, I suggest they have a good selection of food and some extra
 drink (in named containers please). They will need a small rucksack for
 carrying their lunch etc. during the day. Please do not forget a water bottle.
- © Wash kit with 2 towels 1 bath and 1 hand towel.
- © Wellington boots for river dipping (essential)
- © <u>A pair of comfortable (not new) walking shoes, boots or trainers</u> for outdoors and an extra pair of indoor shoes/trainers they will not be able to participate fully without these.
- A bin liner or plastic bag for wet clothes.
- © Warm outdoor clothing that is old and able to get dirty! I suggest layers of clothing as this will help them adjust to whatever temperatures we get. They also need to bring a <u>waterproof coat</u>. We recommend three changes of clothes in case children get wet and/or very dirty.
- © Waterproof over trousers are useful if they have a pair, but it is important that they bring at least 2 pairs of full length trousers and some long socks.
- © Torch
- © Sunscreen with name on.

IT IS VITAL that children have suitable clothing as they will not be able to do the outdoor activities without them and may have to return to school

Please ensure everything your child brings is named.

What is the Springhead Trust like?

It is a Grade II listed 18th Century Mill with spring filled lakes and stunning gardens.

- © We will be staying in the Springhead buildings. The rooms are warm and comfortable, many are en-suite. The children will be in bunk beds, with between 4 and 10 to a room. <u>All bedding is provided</u>. The building is well lit and secure. Staff will check that it is locked at night and we will be given a set of keys. There is a separate dining area for meals.
- © The buildings are set in wonderful grounds with ducks and swans in the lake. We will work both indoors and outdoors and have a large indoor room available to us in the main building.

Will my child be safe?

© We will have a Springhead member of staff with us throughout the teaching sessions and there will be the following adults ...

Mr Kay - Mrs Marsh - Mrs Williams - Mr White - Mrs Legg

- © There will be a safety and fire procedures briefing for all children and adults on arrival.
- There is a qualified first aider present at all times and we will be bringing a school kit with us plus all your consent forms.
- © Please bring medication for your child in a named bag and see Mrs Williams or Mrs Marsh regarding any medical conditions and/or administering of medicines.
- We have access to a telephone at all times.

What will they eat?

- They will bring a packed lunch with them on the first day.
- The evening meals are set and are very child based. I have included a sample menu. We need to know if your child has any dietary requirements.
- The breakfast will be filling cereals, toast, fruit and juices are on offer.
- They have a choice for their packed lunch on the second and third day which they will make themselves see enclosed sheet.
- We hope to be cooking marshmallows around the bonfire.

St Mary's Catholic First School

The Springhead Trust Residential - 29th April - 1st May 2020

Programme

Wednesday

Arrival (approx 10.30 am)

Lunch and coach home.

Manager of The Springhead Trust - welcome talk
Lunch
Orienteering Bug hunt/Leaf hunt/ID.
Night walk
Thursday
Shelter building in groups Woodland and downland walk Habitat comparisons
Bonfire/games
Friday
Wet!
Pond dipping and a fun end to the trip with egg boat racing.

The Springhead Trust 29th April - 1st May 2020

SAMPLE MENU FOR ST MARY'S CATHOLIC FIRST SCHOOL

Breakfast

Choice of cereals Toast with choice of jams, marmalade, marmite, honey Breakfast juice and milk

Packed Lunch

(Thursday and Friday)

Sandwiches (children make their own!)

Choice of fillings: grated cheese, sliced ham, tuna mayo, sliced cucumber and tomatoes, pickle, marmite, salad cream, mayonnaise etc.

Choice of crisps Chocolate biscuit Piece of fresh fruit Carton of juice

Supper

Wednesday

Farmhouse sausages with onion gravy, mashed potato, carrots and peas

 \mathbf{Or}

Vegetarian sausages with above

Pudding - Mini chocolate trifle

Late night snack - Apricot flapjack

Thursday

Carbonara pasta bake with mixed salad

Or

Cheesy pasta with salad

Pudding – Raspberry jelly and ice cream

Late night snack – Cup cakes

(This menu may be subject to some variation)

Year Four Residential Visit to The Springhead Trust 29^{th} April -1^{st} May 2020

Permission to attend:	
I give permission for my child part in the visit to The Springhea	to take ad Trust from 29^{th} April – 1^{st} May 2020
I understand that this trip will	cost £90 in total.
I enclose a deposit of £15	
(Please enquire at the school of the trip by 21st February 2020	ffice if you need financial help towards the cost 0)
Information Pack - I confi	rm that I have received:
General Information	
Programme	
Sample Menu	
Signed(Parent/Guardian)	



FORM 3

Unit Name: St Mary's Catholic First School, Lucetta Lane, Dorchester DT1 2DD

PARENTAL CONSENT FORM (for Children and young people under the age of 18)

The purpose of this form is to obtain your consent for your son/daughter to take part in the proposed event

DATA PROTECTION

Dorset CC is a Data Controller for the purposes of the Data Protection Act 1998. This Act regulates how we obtain, use and retain information about individuals.

The information you supply is being collected for the purpose of gaining your consent. When you sign <u>or</u> complete this form you are providing your consent to Dorset CC holding your personal information for this purpose. This information is used only for the purposes for which it is given and is not passed on to a third party.

DETAILS OF PROPOSED EVENT

Event: Year 4 Residential visit to The Springhead Trust, Fontmell Magna, Shaftesbury, Dorset, SP7 ONU. Date: 29th April - 1st May 2020

Any additional information: Cross curricular links with Science: Habitats, Forest School. PE: Orienteering, History: Ancient Greeks.

Involves nature walks, pond dipping, orienteering etc.

ACKNOWLEDGEMENT OF RISK

This event poses additional risks to those encountered during a normal day. We have assessed those risks and believe that the planning undertaken and systems agreed to control and manage the risks have reduced the chance of harm to an acceptable level.

To help with safety all participants are expected to behave in a responsible manner at all times during the event. They must take direction from any leader and follow all instructions or guidance given.

Details of planning and risk assessment are available on request.

P.T.O.

CHILD OR YOUNG PERSON'S DETAILS				
Full name:				
Home address:				
MEDICAL / EMERGENCY CONTACT INFORMATION				
In an emergency I can be contacted:	Email:	Mobile:		
	Home Tel:	Work Tel:		
If unavailable contact:	Email:	Mobile:		
	Home Tel:	Work Tel:		
Our family doctor is:	Name:			
	Surgery:			
Dr's Tel No:				
Medical Information.				
Please provide detail of all medical conditions and illnesses and any treatments required to maintain health. This information helps us to keep your child safe.				
Other information.				
Please provide any other information that may affect the safety of your son/daughter or any other persons and/or the organisation and success of the event.				

CONSENT DECLARATION

I, being the parent / guardian of the child/young person named at the head of this form, have received full details of the event, am satisfied with the arrangements and give consent for him / her to take part in the proposed event.

I give consent for him / her to receive emergency medical treatment, including anaesthetic, as considered necessary by any medical doctor present, should the need arise. I have provided detail of all medical conditions and illnesses and any treatments required to maintain health.

Any other information that may affect the safety of your son/daughter or any other persons and/or the organisation of the event has been provided to the organiser.

Print Name:	Relationship to child/young person:
Signature & Date:	