



Hartlip Endowed Church of England Primary School
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Head Teacher: Mrs. Tracey Jerome BEd (Hons)

12th June 2015

Visit to Joss Bay

Dear Parents/Carers

I am pleased to now finalise arrangements for our whole school trip to Joss Bay on **Tuesday 14th July 2015**.

Your children will need to arrive at school as normal. Please may I ask that they come dressed in red shorts/ jogging bottoms (if chilly), white top and a school red sweatshirt. I would advise that your child has a sweatshirt even if it is a hot day as it can get chilly on the beach. This code of dress (PE kit) will ensure that your child is easily identifiable on the beach. If the weather is hot then sun cream should be applied before coming to school with more provided for your child to apply during the day. A sunhat should also be provided (we do have further supplies in school to purchase). If the weather looks inclement, then please send a shower-proof coat. All children will need to bring a packed lunch and plenty of water to drink (no chocolate or fizzy drinks please). The children will need to carry their lunch and a backpack can prove very useful, as it keeps arms and hands free. If your child is entitled to free school meals, or is in Robins or Blackbirds class, then Principals Catering can supply a packed lunch for your son/daughter if you wish. This must be ordered with Mrs. Warncken by **Friday 5th July 2015**.

Coaches, provided by Chalkwell coaches, will leave school at 9.30am on the day and return by the end of the school day. Children will travel in their class groups with their class teacher. On arrival at the beach, we will split into groups. **Siblings will be allocated to the same group**. The children will have the opportunity to paddle, so packing a towel will be useful. There will be life guards on duty in addition to school supervision.

We are very excited about this trip and want to make it very much a whole school family event. You are therefore welcome to join us at Joss Bay if you would like to. However, please be aware that the **children will be the responsibility of school at all times**. This includes travelling with us on the coach, partaking in activities and the requirement to follow staff instruction. You will be able to join your child/ren in their groups, but please do not compromise staff instruction, supervision or sanction.

Due to the nature of the trip, we will require a high level of supervision. If you would like to be a named helper, then please advise Mrs Warncken of this as soon as possible. It will involve travelling with the children on the coach and having assigned children to supervise on the beach. Parents who do not have a current Disclosure and Barring Security check will share the responsibility of a group with a member of staff or volunteer who does hold this enhanced security check.

The contribution requested from parents to cover transport and lifeguard costs is **£11.00 per child**. If you feel that this a problem please contact me for a confidential discussion. Children will not be excluded from the visit because of inability to pay. Please complete and return the consent form below giving your permission for your son/daughter to take part in the visit and travel to and from Joss Bay by coach.

If you are a helper on the day, or choose to join us at the beach, you will be welcome to take your children straight home when we arrive back in school. This should be between 2.30pm and 2.45pm. However, please collect your child from their classroom if you would like to do this so that we can ensure their safety at all times.

Please complete the consent for below giving your permission for your son/daughter to take part in the visit and return it to school as soon as possible but no later than **Friday 5th July 2015**

Yours sincerely

Mrs. T. A Jerome Headteacher



To: Mrs T A Jerome Headteacher, Hartlip Endowed CE Primary School

Visit to Joss Bay Tuesday 14th July 2015

Name of child(ren)

I give permission for my son/daughter to take part in the above activity/event. Should the necessity arise, I agree to the person in charge of the party giving consent on my behalf for an anaesthetic to be administered.

- I would/would not like to be considered to supervise children on the day of the trip. I understand that this means travelling in the coach with the children and having children assigned to me on the beach.
- I will/will not be meeting school at Joss Bay and spending the day there
- I enclose a contribution of £11 per child
- I would like to discuss the contribution of this trip
- I would like to order a packed lunch from Principals catering

Telephone Number in case of emergency

Signature Parent/Carer Date