



Stoke by Nayland C.E.V.C. Primary School and Early Years Setting

School Street Stoke by Nayland Colchester CO6 4QY



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18.5.17

Dear Parents,

Meeting for Parents Re: Residential Trip to Danbury.

There will be a meeting for parents to give you final details about the forthcoming residential trip for years 5/6. The meeting will be on Wednesday 24th May at 3:45 and should last about 30 minutes. Your children may sit with you in this meeting if you wish.

At this meeting we will give you an impression of the centre, talk about the clothing and other items that should and should not be brought on the trip. We will also talk about the menu and any dietary needs and medications.

The Danbury Centre have their own code of practice which the staff at the centre must abide by. The document is on the following page: if you would like to read it:

https://www.essexoutdoors.com/codes\_of\_practice.php

We will also be producing additional risk assessments of our own to cover as many reasonable foreseen circumstances as we can. The centre has risk assessments for all the activities they are responsible for.

Whilst on this residential trip our school behaviour policy still applies and we will talk to the children about this in due course.

All residential trips for Suffolk schools are planned and logged through the Suffolk County Council system which ensures that the sites and operators are approved and that the appropriate risk assessments and procedures are in place.

Approval for this trip has also been given by our Chair of Governors.

Yours sincerely

Jane Le Grice

Mrs Savory



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Dear Mrs Le Grice/Mrs Savory,

I will /will not (delete as applicable) be attending the meeting about the year 5/6 residential trip.

Signed.....

Printed.....