

 10th January 2025

**FOR YOUR INFORMATION**

**PLEASE READ AND KEEP IN A SAFE PLACE**

Dear Parents/Carers,

**Deadline for forms Friday 7th February**

I can’t believe it’s almost here! Apologies for the amount of paperwork, however this, must be completed for a safe and enjoyable time at Robinwood!

Please find enclosed your child’s…

* **Personal Information Form** ***(We do need to know the date they have had a tetanus. This should have been given with pre-school booster)***
* **Souvenir List.** If you would like me to order any of the items for your child as we do every year, please send in your order (**by parent pay**) so I can have it processed before we go and the children will be given their goods once we return from Barhaugh Hall.
* **Code of Conduct information from Robinwood**
* **EV7** Please complete so we know which pain relief we can give to your child (if any).
* **Clothing List**. Please allow your child to watch/help you pack their bag so that they know where everything is and what has gone in – and what hasn’t! Don’t try and cram everything into a small bag – it is your child who has to pack it for the return journey. Don’t buy new clothes and **PLEASE NAME EVERYTHING.** They are allowed to bring a *small* soft toy for bed which must fit into their case/hold-all.

We will be departing from school as close to **9.15am** on **Wednesday 19th March** and will meet in the big school hall at **08:45am** (enter via the Rainbow canopy) where children will be issued with their luggage label which must be securely fastened on to their luggage. They do ***not*** need a packed lunch and no sweets or drinks are permitted on the coach (or in their luggage).

**All medication must be** **clearly marked with name and dosage** and handed over to Mrs Dodds as First Aider. If your child requires any travel sickness tablets, please ensure they take one at the required time, and that Mrs Dodds has tablets in a named packet for the return journey.

**Inhalers (relievers)** should be given to your child’s group leader**.** Please give **Steroid inhalers** to Mrs Dodd’s and will be given to your child at the correct time.

Children travel in their everyday clothes but must wear appropriate clothing and footwear for hiking across muddy fields once we get dropped off in the coach park. It takes approximately one hour to walk to the centre. The children’s luggage will go ahead of them on a Robinwood van.

We aim to be back at school by **15:00** on **Friday** **22nd March.** Please collect your child and their luggage from the big hall, via the Rainbow canopy door beside the office. You will also be able to take any siblings home at this time.

A ParentPay message will be sent to you all once we have arrived at and we will let you know if we are held up on the return journey.

Finally many thanks for allowing us to take your child off your hands for a couple of nights. I *know* they will have a fantastic time and come home absolutely shattered!

Your child will gain so much from this opportunity which will be very much, a **‘team building’** experience.

Kind Regards

Mrs Lamb