



Fulford School

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Headteacher: Ms. L. Savage, BA, NPQH
Deputies: Mr D. Bodey BSc, Mr. T. Johnson, BA

SJ/CM

September 2017

Dear Parent/Carer,

I am writing to you to let you know that your child has been selected for this year's Caythorpe Centre trip. I would like to stress how important it is that now your child has been picked, that they do want to go, and would be grateful if they have any doubts at this stage about the trip, that you contact me at school and I can discuss any issues with you.

We will be leaving school at 12:00 on Friday 6th October and as this is a staff training day please ensure your child is at the school promptly at 11:30am. We will return on Sunday 8th October for approximately 3:30pm. A text will be sent to you when we are about an hour away from school to let you know our arrival time.

Included with this letter is a Code of Conduct form. This must be filled in and returned to the school no later than **Friday 29th September**. **Students cannot go on the trip unless this form has been signed and returned.** A kit list is also enclosed with this letter.

Your deposit has already been received please pay the final balance by **29th September 2017** by cash or cheque, which should be made payable to **Fulford School Fund**.

While on the trip if you need to contact your child please use the emergency phone number – 07936548785.

If there are any questions, please do not hesitate to contact me at school.

Many thanks,

Mrs S Jagger
Head of Girls PE

Caythorpe Kit list

Please note that NO mobile phones or other electrical items are allowed on the trip (Emergency phone number supplied)

Clothing

- Fleeces/Sweatshirts (2)
- T-shirts (3)
- Long sleeved T-shirts (2)
- Old trousers (2 pairs for activities)
- Shorts (1 pair)
- 1 pairs of old trainers
- 1 pair of clean trainers
- Waterproof jacket and trousers
- Woolly hat and gloves
- Nightwear (including small cuddly friend)
- Underwear (3 pairs)
- Socks (3pairs) – one long pair

Other Essentials

- Sleeping bag & pillow
- Wash bag (toothpaste/toothbrush, shampoo, shower gel, flannel)
- Large towel
- Hairbrush/comb
- Hair elastics for long hair if appropriate
- Plastic bottle for drinks
- Sunscreen
- Labelled plastic bags/bin liners (for wet items)

FULFORD SCHOOL
Code of Conduct for Residential Visits

The Students

It is important to appreciate and remember that when on residential visits, you are representing yourself, your school and if travelling abroad, your country also. The way you conduct yourself will have a lasting impression on those with whom you come into contact. It may also have implications for your personal health and safety as well as that of other staff and students on the visit. Given this it is vital that all students participating on residential visits agree to, and follow the code of conduct. This is especially important as there may be times when a teacher is not in your company and you are not under direct supervision.

What we expect of you:

- To listen carefully to instructions and to follow all instructions on behaviour, personal safety and the safety of others.
- To respect the environment wherever you go and not to drop any litter.
- If travelling abroad to remember that the culture of the country may be very different to that of your own and to respect that of the host country.
- To remember that you are a guest in your new environment and to be courteous at all times.
- To notify staff immediately, should any problems arise.

The Parent/Carer

The members of staff on this trip will be acting 'in loco parentis'. They will exercise reasonable care to ensure the safety and well-being of the students. The rules on the trip are designed to protect and safeguard your child and ensure an enjoyable trip.

What we expect of you:

- To be responsible for your child's actions and to emphasise the need to adhere to the terms of the code of conduct.
- To be prepared to pay for any damage caused by your child in not following the rules on the trip.
- To collect your child from the destination of the visit and to meet the cost of returning your child back home should staff feel that his/her behaviour merits this.

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I have read the Code of Conduct and agree to follow it.

Parent/Carer Name

Signed..... Date (Parent/Carer)

I have read the Code of Conduct and agree to follow it. I undertake to be a responsible member of my party and be respectful to the needs of others at all times

Pupil Name Form

Signed Date (Student)