

Year 6 Residential Trip

(26th June 2022 – 29th June 2022)



Kingswood

Inspiring Learning

There is no better way to help a child than to inspire them, and an unforgettable residential trip can do just that. It can offer a wonderful opportunity to open minds and nurture potential, to teach life skills, build confidence and create a better understanding of the world. Spending time away from home can also offer young people a chance to embrace adventure and take calculated risks, face new challenges, build self-esteem and make lifelong friends along the way.

Kingswood is one of the most experienced providers of outdoor education in the UK. Founded over 30 years ago, Kingswood run over 1.2 million activity sessions each year, welcoming over 165,000 young people from more than 75 countries around the world annually.

Combining educational programmes, challenging adventure activities and fun evening entertainment (with the added camaraderie of overnight stays and an experience shared), Kingswood offers an unforgettable life-changing adventure in a safe, controlled and nurturing environment.

The West Runton Centre:



Perched high on cliff tops overlooking the North Norfolk coastline, the Kingswood Centre at West Runton is a former girls' boarding school. Set in beautiful pine-fringed grounds, this 30 acre site is packed with indoor and outdoor activity facilities. The main building and activities are all fairly close together (within three minutes walk), giving this Centre a friendly campus feel.



Health and Safety Information:

- All Kingswood Centres carry the 'Learning Outside the Classroom (LOtC) Quality Badge' – this is the only nationally recognised indicator of good quality outdoor educational provision and effective risk management (please head to <https://www.lotcqualitybadge.org.uk/search> and type 'West Runton' into the site name box).
- Kingswood is a member of the 'British Activity Providers Association'.
- Kingswood holds 'Adventuremark (AAIAC)'.
- All Kingswood staff are vetted, inducted and trained to the highest levels.
- All staff complete a comprehensive induction programme that includes safeguarding training – the Centre's Child Protection Policy is available to review on request and is fully aligned to current best practices. All the Centre staff have child protection training and the site has a designated safeguarding officer.
- Throughout their employment with Kingswood, all staff are monitored to ensure compliance with health and safety procedures. Activity staff will either hold the relevant National Governing Body (NGB) qualification or a statement of competence signed by an appropriately experienced and qualified person consistent with the requirements of the Licensing Regulations and the HSE regulations. Staff receive regular safety observations and ongoing training to ensure they are up-to-date with current best practice. Rigorous, internal health and safety audits are conducted regularly. Comprehensive risk assessments are operated on all activities.
- All activities have rapid access to first aid trained staff and facilities.
- Instructors are trained to recognise each individual child's own capabilities and teach to his/her individual level and pace.
- All staff wear identification badges and uniforms at all times, with all visitors and teachers required to wear a security badge.

COVID-19

Please see the attached 'Covid Safety Policy' from Kingswood.

Staffing:

For the different activities, the children will be in two groups, each with one member of school staff and a fully qualified instructor or instructors, depending on the activity.

School staff accompanying the trip are:

- Mr. R. Colton
- Mrs. J. Baker

Travel:

Travel to and from the Centre will be by coach. **Children should arrive no earlier than 10:15 am (and no later than 10:30 am) on Sunday 26th June 2022** and wait in the front playground. Pupils should be dressed in comfortable, casual clothes for travelling (no school uniform is needed). **Children will need to bring with them a packed lunch in a disposable bag** – this will be eaten when they stop at Peterborough Services. The coach will leave school by 11:00 am and will not wait for late comers. Parents/carers will have to make their own travel arrangements to Kingswood if they miss the coach.

Please make sure your child is **collected by an adult on Wednesday 29th June 2022 at approximately 4:30 pm**. If there are traffic problems, the school office will provide text message updates. If you wish to use the text service to receive information about possible delays, please ensure the school office has an up-to-date mobile phone number.

Accommodation:

The Centre has standard dormitory style accommodation. The Bliss children will all be accommodated in the same block, with teachers' rooms being in close proximity to students. Children will be staying in rooms of no more than 6 per well-ventilated room – rooms will be allocated on arrival at the Centre, not before. There are gender-separated bathroom and shower facilities. Sheets, duvets and pillows are provided for all guests.

Medication:

You must provide medical information about your child on the '*Permission Form*' (contained within this pack). This is in case of a medical emergency during the visit. All '*Permission Forms*' must be completed and returned to school as soon as possible, and no later than **Friday 10th June 2022**.

If your child will require any medication during their visit, you will need to complete the '*Parent/Carer Agreement for The Bliss Charity School Staff to Administer Medicine at Kingswood*' (contained within this pack). This form needs to be completed closer to the departure day and handed in to a member of staff on **Sunday 26th June 2022**. Please note that:

- **We can only administer prescribed medication.**
- **Medicines must be in their original container as dispensed by the pharmacy.**
- **Medicines must be handed in inside a NAMED bag or box and given to Mr. Colton or Mrs. Baker on Sunday 26th June 2022 prior to departure, along with the '*Agreement*' form.**
- **Medicines must not be packed inside luggage bags/cases – this excludes medicines/devices that pupils need to have immediate access to (e.g. asthma inhalers).**

- All medicines must be collected (and signed for) from Mr. Colton or Mrs. Baker on Wednesday 29th June 2022.

Sickness Policy:

If your child has coronavirus symptoms and is unwell, we strongly advise your child does not attend the Kingswood residential until they are feeling well again.

Any child who has recently suffered from sudden repeated vomiting and/or diarrhoea must be free from symptoms for **48 hours** before coming to Kingswood.

Diet:

Kingswood works actively to promote a healthier lifestyle. The catering department has devised a set of menus designed to encourage pupils to choose healthier options and try different kinds of food.

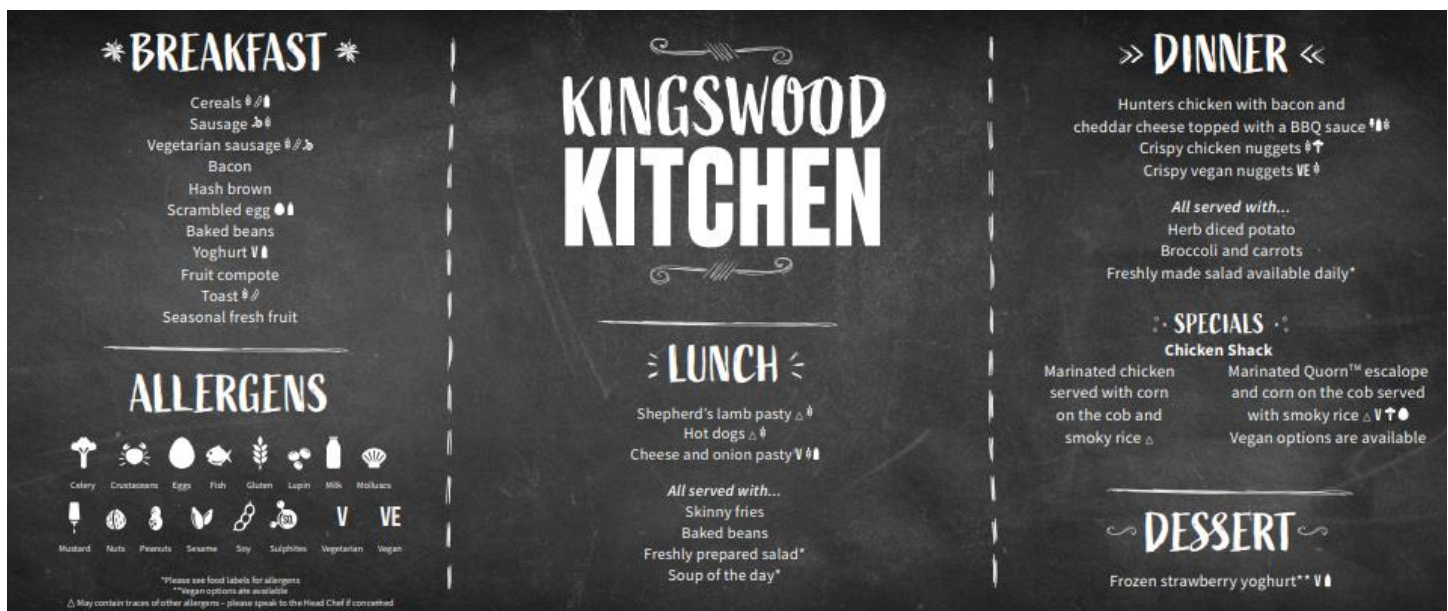
Breakfast ...

- Each morning your child will be provided with a breakfast consisting of cereals, toast, fruit, yogurt and a cooked option.

Lunch and dinner ...

- Children usually have 2-3 choices with plenty of variety available, including hot and cold meals, a salad bar and plenty of water available at all times.

Here is a sample menu ...



You must provide dietary information about your child on the 'Permission Form' (contained within this pack). This is in case of a medical emergency during the visit. This is also so that any specific or specialist dietary requirements can be passed on to the catering team at Kingswood.

There is plenty of food provided at the Centre but children may bring a healthy snack for each day. Please bring your child's snacks in a **separate, named container** – please hand this in to Mr. Colton or Mrs. Baker on Sunday 26th June 2022. Children can then choose one of their snacks every morning. Please do not pack any food and drink items into

bags/cases. It is very important that staff know what the children have had to eat/drink in case of a medical emergency. These items will be confiscated if found.





Aims of the Visit:

As well as having great fun and making some new friends, the purpose of our visit is to ...

- Improve self-esteem.
- Develop co-operative skills.
- Experience outdoor and adventurous activities.
- Demonstrate the school's RESPECT values.

Activities at Kingswood:

At the time of writing, The Bliss Charity School activity programme had not been confirmed, but in the past it has included:

Beach	Low ropes	Shelter building
		
Archery	Climbing	Jacob's Ladder
		
Leap of Faith	Fencing	Abseiling
		

Evening entertainment will include some of the following: a campfire, quiz, night walk, mini-olympics and a disco – these activities are organised by Kingswood staff.

Kit:

Specialist equipment for the main activities will be provided by the Centre.

The 'Kit List' (contained in this pack) is designed to give some idea of what clothing the children need to take. The clothing worn for activities is likely to get very dirty, possibly torn or snagged and certainly wet!

Plenty of old clothing to wear for activities is advised. Jeans are not recommended; tracksuit bottoms are a much better choice.



Because British weather is unpredictable, please pack for a multitude of possibilities and include warmer clothes (including a coat) and warm-weather wear (including a sun-hat and suncream). Multi-layers of clothing are much better for retaining heat and warmth than one thick layer. Therefore, a good selection of T-shirts, sweatshirts and jumpers is best. Wet clothing will take time to dry, so at least two complete changes of clothing is advisable, if possible three. Evening clothing is free choice, although please avoid packing expensive items of clothing. Please note that most activities take place outside whatever the weather.

A selection of different footwear is important. As well as wellington boots and old trainers for muddy and wet activities, the children will need clean trainers for indoor events. Children are not allowed to wear muddy shoes inside the centre; slippers are not compulsory but may be worn if your son/daughter wishes.

Labelling clothing and ensuring your child knows what kit they have in their bag is essential. Lots of kit always gets lost at Kingswood because clothing is not named and/or pupils do not know what items belong to them. Please also provide your child with two large plastic bags for wet and dirty clothes.

A suggested kit list is provided in this pack with a tick-list to complete when packing and departing. This is optional. Some parents/carers and pupils have found it useful in the past.

No mobile phones, iPads or other electronic devices should be brought on the visit. Cameras are permitted, however disposable ones are best as the children will be out on adventurous activities, possibly in wet weather conditions. All group leaders will take photos and upload them to Twitter when possible.

**Parents/carers are reminded that pupils are responsible for their own possessions
and The Bliss Charity School accepts no liability for damage or loss.**

Behaviour:

We have very high behaviour expectations at The Bliss Charity School. These expectations still apply when we are off-site. Pupils need to uphold the school's RESPECT values during our stay:

- ✓ *Respect yourself*
- ✓ *Respect others*
- ✓ *Respect our school*
- ✓ *Respect our community*
- ✓ *Respect our world*

If a pupil is involved in a serious incident of misbehaviour or breaks safety rules, parents/carers will be asked to collect them from Kingswood without reimbursement.

Pocket Money:

Children can take a small amount of pocket money with them (£5.00 maximum – in coins please) to spend in the Kingswood shop – this is optional. The shop sells rubbers, pencils etc. as a small reminder of the visit.

Pocket money must be handed to Mr. Colton or Mrs. Baker on Sunday 26th July 2022. This money will be kept securely by school staff until the children need it. Pocket money must be in a purse/wallet/envelope with your child's name clearly displayed on the outside.

Contact:

School staff will email the school daily with an update which will then be sent to you. Twitter (@BlissCharity) will be updated when possible. Please remember that school staff will be on the activities with the children and looking after them throughout the day. Therefore, please be patient for social media updates – posts will be made at the earliest convenience and when internet access is available.

Staff will be in regular contact with school – please contact the school office if you have any queries. In the event of an emergency please telephone the school office on (01327) 340758 who will then contact the Centre or, out of hours, email head@bliss.northants.sch.uk or office@bliss.northants.sch.uk.

What next?

- ✓ Use the 'Kit List' as a guide for packing.
- ✓ Use the 'Tick List' when packing together so your child knows what is in their bag.
- ✓ Label **ALL** items of clothing and possessions.
- ✓ Complete and return the 'Permission Form' by **Friday 10th June 2022**.
- ✓ If necessary, complete the 'Agreement' form for the administration of medicine, ready to hand in with your child's medication on Sunday 26th June 2022.
- ✓ Labelled pocket money (£5 maximum) and snacks must be handed in on Sunday 26th June 2022.



Kit List

- ✓ It is advisable to pack the kit with your child so they know what is in their bag.
- ✓ In the past, some parents have written a 'Tick List' for their child so they know what they should have in their bag when we pack up to return home (see blank overleaf).
- ✓ **Please ensure all clothing is labelled.**
- ✓ The Centre provides all specialist equipment so there is no need to make special purchases.
- ✓ School uniform is **not** required for the trip.
- ✓ Within reason, it is better to have too much warm kit rather than not enough.

Suggested items ...

- Casual clothing for travelling and relaxing
- Waterproof jacket and trousers
- Coat or anorak
- Bath towel(s)
- Washing kit
- Nightwear
- Sun protection lotion and sun-hat
- Refillable water bottle
- Underwear and socks (plenty of socks in case they get wet)
- 4 T-shirts, shirts, blouses – at least 1 with long sleeves (for extra layers of warmth)
- 3 warm sweaters/fleeces/sweatshirts
- Three pairs of old, loose trousers (tracksuits/jogging bottoms are ideal)
- Shorts
- Clothes for the disco
- Slippers or indoor trainers
- Old trainers (useful for wet, muddy activities)
- Clean trainers for climbing or indoor games
- Warm hat and gloves
- Two large plastic bags for wet and dirty clothes
- Wellington boots (necessary)
- Walking boots if you have them
- Two pairs of **thick** socks for inside boots



Optional ...

- Watch
- Camera (disposable is best)

Please **DO NOT** pack food and drink items. It is very important that staff know what the children have had to eat/drink in case of a medical emergency.

Children are **NOT** allowed to take mobile phones, iPads or other electronic devices.

Kit: *Packing Tick List*

[illegible]

Please name every item!

PERMISSION FORM – KINGSWOOD RESIDENTIAL

*To be completed on behalf of the young person by a parent/carer
and returned to The Bliss Charity School no later than Friday 10th June 2022.*

**THIS INFORMATION WILL BE HELD SECURELY AND IN THE STRICTEST CONFIDENCE.
THIS INFORMATION WILL NOT BE HELD ON FILE AFTER THE VISIT.**

PERSONAL INFORMATION

School/group name:	
Dates of visit:	
Name of the young person attending:	
Date of birth of the young person:	
Address:	
Parent(s)/carer(s) name(s):	
Parent(s)/carer(s) contact number(s):	

MEDICAL INFORMATION

Doctor:	
Doctor's address:	
Doctor's telephone number:	
Blood group:	
Allergies?	
Prescribed medication for the trip?	<i>If prescribed medication will need to be administered at Kingswood, please complete the 'Parent/Carer Agreement for The Bliss Charity School to Administer Medicine' form and to Mr. Colton or Mr. Colton on Sunday 26th June 2022 prior to departure.</i>
Other relevant information regarding the young person's health or wellbeing:	

For example ...

- Travel sickness
- Hay fever
- Bed wetting

DIETARY INFORMATION

Please indicate any special dietary requirements the young person may have due to medical, religious or moral reasons.

PARENTAL DECLARATION

A parent/carer must complete the following section if the young person is under 18 years of age.

☐

I undertake to inform the group leader, or headteacher, as soon as possible of any relevant change in medical circumstances occurring before the visit.

☐

In the case of an accident or illness whilst away from home, I consent to any necessary medical treatment to be undertaken by first aiders or healthcare professionals.

☐

I give permission for the young person named above to travel in transport provided by the school to/from the West Runton Kingswood Centre and, if necessary, to travel in transport provided by the West Runton Kingswood Centre.

☐

I give permission for the young person named above to stay overnight at the West Runton Kingswood Centre for the duration of the visit and to take part in all the activities.

Signed: _____

Printed: _____

Date: _____

Please return this form to The Bliss Charity School no later than Friday 10th June 2022.

**Parent/Carer Agreement for The Bliss Charity School Staff to
Administer Medicine at Kingswood (26th June 2022 – 29th June 2022)**

The Bliss Charity School has a policy that its staff can administer medicine to pupils, but this will only be done if parents/carers sign and complete this form.

Name of the child		
Child's date of birth		Parent/carers contact telephone number
Child's medical condition or illness		Relationship to the child

Medicine 1		Medicine 2	
Name/type of medicine <small>(as described on the container)</small>		Name/type of medicine <small>(as described on the container)</small>	
Expiry date		Expiry date	
Amount of medication provided		Amount of medication provided	
Dosage and method		Dosage and method	
Timing		Timing	
Time and date of the last dosage		Time and date of the last dosage	
Special precautions or other instructions		Special precautions or other instructions	
Are there any side effects that the school needs to know about?		Are there any side effects that the school needs to know about?	
Self-administration – y/n		Self-administration – y/n	
Procedures to take in an emergency		Procedures to take in an emergency	

The above information is, to the best of my knowledge, accurate at the time of writing and I give consent to school staff administering medicine in accordance with the school policy.

I will inform the school immediately if there is any change in dosage or frequency of the medication or if the medication is to be stopped.

Signature: _____ Date: _____

- Medicines must be in the original container as dispensed by the pharmacy.
- Medicines must be handed in inside a NAMED bag or box and given to Mr. Colton or Mrs. Baker on Sunday 26th June 2022, along with this form.
- Medicines **MUST NOT** be packed inside luggage bags/cases – this excludes medicines/devices that pupils need to have immediate access to (e.g. asthma inhalers).
- This completed form must be submitted when booking medicines in on Sunday 26th June 2022.
- All medicines must be collected (and signed for) from Mr. Colton or Mrs. Baker on Wednesday 29th June 2022. |

Medicine 3		Medicine 4	
Name/type of medicine (as described on the container)		Name/type of medicine (as described on the container)	
Expiry date		Expiry date	
Amount of medication provided		Amount of medication provided	
Dosage and method		Dosage and method	
Timing		Timing	
Time and date of the last dosage		Time and date of the last dosage	
Special precautions or other instructions		Special precautions or other instructions	
Are there any side effects that the school needs to know about?		Are there any side effects that the school needs to know about?	
Self-administration – y/n		Self-administration – y/n	
Procedures to take in an emergency		Procedures to take in an emergency	

A member of the school staff shared the record of medicine administered to my child during the trip.
 I am aware of the last time and dosage of medicines administered to my child.
 I have received the remaining medicine prescribed for my child in good order.
 The correct amount of medication was returned to me.

Signature: _____ Date: _____