



*Kelvedon St. Mary's
C of E Primary Academy
Nursery & Autism Support Centre*

DOCWRA ROAD, KELVEDON, ESSEX CO5 9DS

Tel: 01376 570411

email: admin@kelvedonacademy.com

web site: www.kelvedonacademy.com

Headteacher: Mr. M. D. Walsh BEd (HONS) NPQH

9th September 2019

Dear Parents/Carers,

A final note before we go to Condover Hall, Shropshire:

Packed Lunch

Your child will need a packed lunch for the outward journey, but please no glass bottles or cans of fizzy drinks. We would also like the children to have a drinks bottle so that they can carry water with them every day. This should be packed in a small back pack together with a waterproof cagoule and any other items which may be required on the coach journey.

Pocket Money

If you wish your child to have pocket money to spend on the visits to Kenilworth Castle and The Ironbridge Gorge Museum, we suggest that a maximum of £15 - £20 is provided. It will be your child's responsibility to look after their money, ensure that it lasts all week and is not spent by day1!

Medication

Any medication should be named with full details of how and when to be administered and given to the school office by **Thursday 26th September** please. Any current medication should be given to the **school office** immediately on arrival on **Monday 30th September**. Don't forget travel sickness pills for the outward trip and during the week (where necessary). These will also need to be placed in a clearly marked envelope with your child's name and time to be taken on it.

Sun Protection

Sun Cream and a cap/sun hat would also be advisable in case they are needed.

Case Packed

Please get your child to pack their own case – they'll have to on the return to Kelvedon – it is good practice!

Arrival/Departure

Please arrive at **8.15am** and leave your child's case by the coach to be loaded (if already in car park). Children to come into the hall with their day bag that includes packed lunch, coat and everything needed for the day. Parents to wait outside at this point please so that we can quickly register and toilet the children and board the coach for a **8.30am** departure.

Mobile Phones & Electronic Games

Please ensure that your child **does not** bring a mobile phone with them on the school journey. This trip gives them an opportunity to experience, perhaps for the first time, being away from home. We feel that contact via mobile phones could be disruptive.

We also ask that **no electronic games** are taken as the children will be fully active on the visit.

Notification of safe arrival

We will update the school blog when we arrive at Condover Hall. Our expected return time is within school time. If there is any substantial change in the return time you will be notified via the school text service.

And finally, thank you for making this trip happen.

Yours sincerely

S Lawrence

S Taylor





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Conover Hall, Shropshire visit; Monday 30th September – Friday 4th October 2019.

Name _____

	Packing List	Put into Case at Home	Put into case at Conover Hall
1	Waterproof top or cagoule to be worn or in rucksack		
2	Trousers/shorts		
3	Tops/T Shirts		
4	Jumpers/Sweatshirts/Fleeces		
5	Socks – enough for daily change plus spares		
6	Underwear – enough for daily change		
7	Sensible walking shoes/ trainers		
8	Old trainers		
9	Dressing gown (optional)		
10	Slippers (optional)		
11	Night-dress/pyjamas		
12	Washing kit		
13	Towel		
14	Bag for dirty washing		
15	Small rucksack or bag (to be carried on shoulders)		
16	Purse (either round neck or money belt)		
17	Watch/camera (optional)		

Please make sure everything is named and packed in one suitcase plus one piece of hand luggage.

