

PGL – Sunday 18 May to Wednesday 21 May

Important information to note and action	Tick Actioned or read
<p>Arrive at school 12:45pm for a 1300pm departure on Sunday Return Wednesday 21st May 3.30pm – normal classroom collection.</p>	
<p>Code of Conduct It is expected that all children demonstrate the highest levels of being ready, respectful, and safe. If a child does not comply with this expectation, they may be asked to return home early and parents will be required to make arrangements for collecting their children. No monies would be re-funded.</p>	
<p>Communication during visit Children will not be permitted mobile phones during the visit, and these should be left at home. School will use parent mail to communicate safe arrival and departure and any delays. On Monday and Tuesday there will be one parent mail at the end of the day to check in with parent/carers.</p>	
<p>Travel By coach – York Pullman. The children should not bring drinks or snacks on the bus. It is a short journey.</p>	
<p>Technology and other prohibited items</p> <ul style="list-style-type: none"> • All technology and electrical items are prohibited, including phones and smart watches with connectivity. • All jewellery. Earrings will be removed for all activities. We recommend that these remain at home. • No food, snacks or sweets. We are responsible for managing allergies and other dietary requirements. We have children with serious allergies on the visit. <p>Children may want to bring a book in case they wake up early!</p>	
<p>Adults and Supervision Mr Selke will lead the visit. He will be accompanied by Mrs Millar, Mr Dixon and Mrs Gould. The children will be in four activity groups, a member of Welton staff will be with each group, then the activity leader from PGL will lead the actual activity, as the qualified specialist.</p>	
<p>Accommodation The children will be organised into rooms (room size is between 8 and 5). The rooms are single sex, each having its own toilet and shower room. The staff rooms are on the same corridor and arranged between the children’s rooms. Welton School staff are responsible for supervising the children in the accommodation block. The accommodation and student rooms are controlled by fob entry that only the Welton members of staff have fobs for. Before departure, children will provide staff with 4 names of friends, and they will be in a room with one of these friends. They will be informed of their room group, in advance of the visit.</p>	
<p>Additional Needs The school completes its own risk assessment which include specific risk assessments if necessary for individual needs. Prescribed Medication for the medical needs identified on the consent form must be brought by an adult to the school office by Friday 16th May, in a clearly named zip wallet, with a completed Administration of medicine form (available from the school entrance).</p>	

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Shop There is a gift shop on site. Your child may bring a maximum of £10. Please look at the price list attached and send money in a sealed, named envelope to school (on Friday 16 May), writing on the back the item your child wishes to purchase. They will be given the envelope to visit the gift shop.	
Activities Please see attached the activities schedule. PGL are responsible for risk assessing all activities and putting the appropriate measure in place, however as part of the school's own risk assessment, the party leader and leadership team have reviewed these assessments as well as conducting their own risk assessment. Children will be placed in activity groups by the class teachers to encourage wider socialisation.	
Insurance The school has both PGL AVIVA Travel Insurance and the Local Authority General Insurance.	
Items Required Items on kit list Don't forget:	
A pillow (carry onto coach)	
A sleeping bag (packed in bag/suitcase)	
A waterproof coat	
Old trainers – wet activities	
Trainers for activities	
Flat, sensible shoes for evening	
Swim wear (under provided wetsuit)	
A bin bag or similar for wet and dirty clothes	
Wash kit – no makeup thank you.	

Links to:

[Kit List](#)

[Gift Shop Price List](#)

[Sample food menu](#)

[Parent Guide](#)