



26th January 2017

Residential Visit to London March 9-10th 2017

Dear Parent /Guardian,

Thank you for your payment for the residential visit. There are 27 children on this visit and they will be accompanied by myself, and Mrs Marshall, Miss Fyall, Mrs Watson, Mrs Potter, Mrs Coffey and Mr Coffey.

Please find enclosed some final information about the visit.

Travel arrangements:

We are travelling by coach to London with Explore4all.

- **On Thursday, March 9th. We will depart school at 6.00am .**
- **On Friday, March 10th. We will arrive back at school for children to be collected at approximately 10.30/11.00pm(depending on traffic). As we get closer to the school we will contact parents via school parentmail texts.**
- **Insurance:** Insurance for the trip is through South Tyneside LA.

Accommodation arrangements:

The hostel we are staying at is London Central Youth Hostel. The hostel is regularly used by Explore4all Ltd. Children will be staying in rooms with around 4 other children of the same sex and school staff will arrange this on arrival at the hostel.

Mobile phones, ipods & electronic games must not be taken on this trip. They could get lost or damaged and present significant safeguarding issues.

If you need to get in touch with your child in the event of an emergency we would prefer that you contacted one of the teachers via the school telephone number or directly with the Youth Hostel. This is for the safety and well-being of the children.

Supervision of children:

Children will be supervised by school staff as well as staff from Explore4all.

We would just like to emphasise some final points:

- Children will need a packed breakfast and packed lunch with drinks for the journey to London.
- Other than this, children do not need to bring snacks. We will provide these.
- Children should not bring anything valuable on the trip as we cannot look after them and they can get lost or broken. Neither should they bring any unsuitable or dangerous items – eg: pen knives or long key chains. Chewing gum is also banned at the hostel and on the coach.
- We would suggest that children bring no more than £10 with them for any souvenirs they may wish to purchase.

- Marsden Primary School has an excellent reputation on school visits. We expect children to follow instructions and to behave sensibly at all times. If any child exhibits behaviour which is inappropriate or endangers the safety or enjoyment of other children, sanctions will be taken against them. Sanctions may include reviewing the possibility of children taking part in future visits arranged by school. In extreme cases arrangements may be made for children to be sent home and parents or guardians may be asked to bear the cost of this.
- Please look out for regular updates of photos during the visit on **Explore4all Facebook Page**, subject to the completion of the Explore4all Photo Consent Form and also on the school website where we will have a specific page.
- **Emergency Contact Details:**
- **School Number: 0191 5292040**
- **London Central Youth Hostel Number: 0345 3719154**

Thank you for supporting us on this exciting residential visit. I hope your child is as excited as we are about the visit!

Yours sincerely,

K. Foster and C. Marshall