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**Sayers Croft October 23rd – October 25th 2019**

***Drop off at Sayers Croft: 11:00am Wednesday***

***Pick –up at Sayers Croft: 2:00pm Friday***



**Parents Information**

**Staffing:**

Mrs Donnelly

Ms Kitson

Mrs Evans- a school governor will join us on Wednesday afternoon

Mrs Pinder- Thursday

Miss Daly- Friday

**Emergency procedures**:

* If you need to contact us during school time it is the usual number. If out of hours please use the school mobile number – **07561821082.** This phone will be held by a senior member of staff on call. This is for emergency use only!
* If your child has an accident you will be contacted by the on call member of staff and they will be your contact from then on.
* If there is an incident involving the group you will be contacted and asked to meet at the school, whatever the time of day or night.

**Medication:**

Any medication must be prescribed and should be NAMED with clear administering instructions, and handed to Mrs Donnelly on Wednesday morning. If you have any queries about any other medication please ask.

Any asthma inhalers should be checked to be sure they are full, with a spare also provided. These should likewise be named and labelled and given to Mrs Donnelly.

**Money:**

The children can bring no more than £5 in pocket money for the shop. In addition they may bring an **extra £5** if they wish to purchase a Sayers Croft t-Shirt

Please ensure that your child has warm clothes and if the forecast is wet –a good waterproof jacket. It is very difficult to dry clothes out between activities!

Please DO NOT send mobile phones, electrical gadgets, **food or swe**ets.

* Bring OLD clothes – they may get ruined in the water.
* Wellies for stream walk.
* Bring a refillable water bottle.
* Please provide a spare bin liner for all wet clothes.
* Suitcases on wheels are preferred as the children need to carry their own bags through the site to the dormitories.

Please name everything clearly!

It is very helpful if both drop off and pick up can be done via car share as the car park can become congested at these times. We will confirm the times for this shortly.

**FINALLY**: It is essential that the enclosed medical form is returned to school by Friday 11th October.

