

8th June 2017

Dear Parents,

Re: School Trip to Worthing Beach

Following the success of last year's beach trip on Friday 21st July we will be taking the whole school to the seaside for a day of fresh air and activities for all ages. It is also an opportunity to mix and play with the teachers they will be having next year, as well as a great way to celebrate the end of term!

As you can imagine, such a venture requires a great deal of organisation - especially as we invite parents and siblings along to attend too! There is a lot of information we need to give you about the day to help it run smoothly - please read carefully.

How will we get there and back?

There are two options for getting to the beach:

- 1) Children can travel on a school coach, leaving at 9:00am. Unfortunately, this year we are unable to subsidise transport for our pupils and would ask for a voluntary contribution of £7.00 per pupil. We hope you will agree this remains outstanding value for a full day out!
- 2) Parents can take children in their own cars and meet us at the beach at 10:00am

If your child will be travelling on a school coach, they will need to be at school on time - we cannot wait for late arrivals. If you would like to come on the trip as a parent but do not have your own transport, you can request a seat on a coach and your name will be added to a list in 'first come, first served' order. The spaces are initially reserved for school children and staff, but will be released as they become available (from children travelling in parents' cars). There is a charge of £10 per seat for parents or £7.00 for siblings travelling by coach. Younger siblings must have their own seat on the coach (they cannot sit on a parent's lap or share seats) and parents must provide a booster seat if needed.

The office will be staffed at school so if the coach is held up they will be able to communicate this via Parent Mail. If you are not on Parent Mail, please do sign up (text and email alerts from school) by getting a form from the office. If you are not able to join us for the whole day but would like to meet us at the beach for lunch (at around 12:00 midday) and take your child home from the beach, that is fine too. If you are able to come on the trip and will meet us at the beach at 10:00am, please indicate on the attached form. Your child's coach seat will then be released for others and you will be sent an information sheet with a map, parking details, contact information and a meeting point. Please note: unfortunately the school is not able to pay for parking.

The coaches will leave by 2:00pm at the latest, for a 3:00pm return to school and collection at the normal time. Parents who are at the beach can of course choose to stay for longer with their own children if they wish!

How will supervision be organised?

We will be taking plenty of staff from school and are asking as many parents as possible to volunteer to help with supervision of a small group (approx. 4 children) usually including your own child. The more adults we have, the more activities we will be able to run (don't worry, you're not expected to run an activity!)

If you have more than one child, we have asked you to specify on the form which child you would like to be responsible for - we suggest the youngest child as younger children typically want to be with parents more, but leave this to your best judgement. This ensures that if your children don't want to play together, there is an adult responsible for each of them. Of course, you can always join with other groups or parents as well.

There will be lots of children whose parents cannot attend the beach trip (we know you are busy people!) They will be put in a group with their friends and supervised by either a member of staff or parent volunteer. We will be keeping the groups as small as possible - especially for infants - to ensure safety.

If you are able to accompany the trip as a parent, you will be sent an information sheet with a risk assessment and procedures for the trip and invited to a volunteers' briefing at 3:00pm on the Friday before we go, to answer any questions you may have.

What activities will the children be doing?

We will not be able to finalise the activities being run until we know how many parent volunteers we have and how many staff will be needed for group supervision. Staff will organise different events that children can choose to take part in, for example treasure hunts, volleyball or pebble art. Parents do not need to participate too, but they can if they wish!

What's for lunch?

Everyone will need a packed lunch and plenty to drink- children can bring their own lunch or order one from the school kitchen in place of their usual school dinner. Please indicate on the form your child's preference.

Are children allowed to swim in the sea?

No, sorry. Whilst we have many strong swimmers in the school, we also have many non-swimmers who would follow others into deep water and put themselves in danger. They will be allowed to paddle in shallow water under supervision, with staff on duty at the water's edge throughout the day. All of our staff are first-aid trained should an accident occur, and the children will have lessons in water safety before we go so they understand the reasons for the rule on this occasion. Depending on how cold and therefore popular the water is on the day, we may ask groups to take turns to ensure adequate supervision.

How will we ensure the children are safe if the beach is busy?

The school's area will be clearly marked with bright flags and staff will wear high-visibility jackets so they can be easily seen by children. Group numbers will be kept small, especially for younger children. All children will have lessons in safety before we leave, and will be issued with a waterproof wristband bearing the school's name and phone number.

What facilities are at the beach?

There are toilets nearby, a cafe and small shop. We will allow children to bring £2 for an ice cream which they may go in small groups to choose, with their adult. If your child is unable to eat ice cream, please ensure their class teacher is aware so we can help them choose an appropriate alternative. Please do not send additional spending money for the shop, as we will be having too much fun to go shopping!

What do children need to wear?

Children do not need to wear school uniform but should dress appropriately for the weather, remembering it can be chilly on a beach even when sunny. If children want to paddle, we suggest swimming shorts/costumes (it's amazing how wet they will get in a few inches of water) as well.

What do children need to bring?

Children should bring a packed lunch (preferably in a disposable container), plenty of drink, sun hat, sun cream, a warm jumper (waterproof if needed) and a towel. They can choose to bring buckets and spades, however unless you are travelling in your own car, please do not send children in with more than they can carry. Please ensure all belongings are named. Children may bring a disposable camera if they wish and up to £2 for an ice cream in a named purse.

Please note: The cafe does get very busy so we let them know in advance that we may come in for ice creams and hot drinks for adults, but please bring your own lunch as they will not be able to cater for a party of our size!

Please do **not** send any electronics, valuables or sweets.

What if my child is worried about going to the beach?

If it is your child's first trip to the beach, they may be worried about what to expect; some children may be nervous around water or have other worries or concerns. If you have any worries or questions, please speak to your child's class teacher. We may be able to help them prepare for what to expect or organise specific activities your child will enjoy, as we want to ensure there is something for everyone. We very much hope all children will be able to take part and will address individual needs as required. If, for any reason, you feel your child is not able to take part, please discuss this with your child's class teacher - it is still a legal school day and they will need to be in school.

What if it rains?

We are British... we will go to the beach.

Please complete and return the attached form by MONDAY 19th JUNE.

If you have any further questions, please do not hesitate to come and ask. We hope you may be able to join us!

WORTHING BEACH TRIP - Friday 21st July

Please complete and return form to the school office by Monday 19th June

Name of child(ren): _____ Class: _____
_____ Class: _____
_____ Class: _____

I give permission for my child(ren) to go to Worthing Beach on 21st July with the school.

Signed _____ Date: _____

Transport - Please choose and tick from the following options

- My child(ren) require(s) a seat on the school coaches (£7.00 per seat)
OR
- I am able to accompany the trip and take my own child(ren) in a car
You will be sent a driver information sheet
- I would like to request ____ coach seats at £10 each for parents/£7.00 for siblings
Names/ages of passengers:

Your name will be put on a waiting list and you will be contacted as and when seats become available.

Parents accompanying trip

Name of parent(s) coming:

Name/age of any siblings coming:

Please note: parents are fully and solely responsible for any non-school siblings.

- I am able to supervise my own child/children in a small group (approx. 4)
Younger siblings will be taken into account
- (If you have more than one child) I would like to be based with

Please give the name of the child you would like to be based with if you have more than one and would like the school to arrange supervision of other children in separate groups.
- I am / am not (please delete as appropriate) able to attend a briefing at 3:00pm on Friday 14th July.
Information and a risk assessment will be sent home to all parents accompanying the trip in the week preceding the trip.

Lunch options

- My child will bring a packed lunch on the day
- My child would like to order a packed lunch from the school kitchen. Please circle their choice below:

Tuna baguette

Cheese baguette

We are not able to order additional lunches for parents and siblings - you will need to bring your own!