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Headteacher: Mrs S. Gaymond
Deputy Headteacher: Mrs L. Ross

Tuesday 21st May 2019

RE: Year 5 Trip to London on Tuesday 11th June until Wednesday 12th June 2019

Dear Parent/Guardian of _____,

It's now only a few weeks until we set off on our Year 5 residential trip to London and we are now in a position to inform you of our itinerary, suggest what your child may need to pack and provide you with other information that you may find useful!

Groups

We have organised groups based on the pairings specified by the children.

The staff member supervising your child's group is _____.

Itinerary

Day 1:
7:45 am Meet in the school hall to register.
Parents to hand any medication to their child's group leader.
8:15 am Load luggage ready for departure.
8:30 am Depart school.
During Journey:
Children to have packed lunch from home.
Suitable stops will be made en route, as necessary.
1:00 pm **Natural History Museum**
3:30 pm Anticipated arrival at the hotel.
We will be staying at the Meininger Hotel, London Hyde Park (Baden-Powell House).
Address: 65-67 Queen's Gate, South Kensington, SW7 5JS
Telephone number: 0207 590 6911
4:15 pm Depart hotel for evening meal at **Pizza Hut Piccadilly Circus Restaurant**.
6:30 pm Arrive at the **Cambridge Theatre** for the evening performance of **Matilda** which is due to commence at 7:00 pm.
Return coach journey to the hotel following the performance.



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Day 2:

7:00 am	Breakfast at hotel. (N.B. Children will be given their packed lunch for Day 2.)
10:00 am	Coach to depart hotel.
11:00 am	Arrive for a confirmed flight on the London Eye .
12:30 pm	Depart London and transfer to the Warner Bros Studios in Leavesden.
1:30 pm	Arrive for a visit to the Harry Potter tour at the Warner Bros. Studio.
6:30 pm	Depart and commence homeward journey.
9:00 pm	Anticipated arrival back at school.

Meals

The majority of the meals during our trip have been arranged including our buffet at Pizza Hut, breakfast at the hotel and a packed lunch provided by the London Lunchbox Company for Day 2 of the trip. It is recommended that your child brings a sports-cap water bottle that they can refill as required. **Your child will need to bring a packed lunch with them for Day 1 of our trip.** As we have children joining us with severe allergies to nuts, it is essential to ask that parents do not provide any form of nuts for their child's snack or as part of their packed lunch. This includes peanut butter sandwiches and anything containing Nutella.

As we do not return to school until 9:00 pm on Day 2, it may be advisable that your child brings some snacks that they can eat on the return journey. Alternatively, you may wish to provide your child with a small amount of pocket money so that they can buy something to eat when we stop at a motorway service station.

Dormitories

Unfortunately, the hotel do not release the exact details of our rooms until the very last minute, therefore, I am unable to provide you with your child's dormitory number at present. However, I can confirm that the children will be organised in single sex, en suite rooms in groups of 4 to 10 children. The hotel will accommodate our school group on one floor of the hotel to enable suitable supervision by our staff members.

Packing List

Your child may wear casual clothing and comfortable footwear for both days of the trip. Children may wish to change into something smarter for the evening's visit to the theatre, however, this is not essential. As we are not asking the children to wear school uniform, we will be providing each child with a red SJS cap to wear when visiting busier attractions, for instance, The Natural History Museum and The London Eye. Children will also be provided with a wristband displaying an emergency contact number. In addition to the above suggestions for clothing, your child will need:

- Toiletries (N.B. Towels will be provided by the hotel.)
- Pyjamas
- A waterproof jacket
- Children's bags will be loaded into the coach's luggage compartment, therefore, children will also need **a small rucksack** to take on board the coach and to carry during each of the attractions. This needs to contain their packed lunch, water bottle, SJS cap, pocket money, inhaler if necessary, waterproof jacket etc.

Group leaders will give out luggage labels on the morning of the trip.

Valuables

Children are **not** to bring anything valuable to London e.g. mobile phones, handheld games consoles etc. In line with our policy regarding children's personal possessions, *'Parents are requested not to let their children bring jewellery or other valuables to school. Insurance cover is not provided against loss, damage or theft of personal property of pupils and therefore, we cannot take responsibility for any such items.'* It is at a parent's discretion if they allow their child to bring a camera. As staff members will have cameras, we will make the photos available after the trip.

Personal Information Form

Thank you for returning your child's personal information form. If your child's health and/or dietary requirements or your emergency telephone numbers have changed since then, please contact us with updated information.

Medication

If your child requires any medication (including travel sickness pills and hayfever tablets), please ensure it is given to your child's group leader and the necessary form is completed to give permission for school staff to administer the medicine. Children that are asthmatic need to carry their inhaler in their hand luggage.

Spending Money

All full board accommodation and attraction entry costs have already been paid for; therefore, it is not essential that your child brings any money with them. However, it will come as no surprise that each attraction has a gift shop, and so, your child may wish to bring some pocket money to spend on souvenirs. As stated previously, the only other occasion when your child may need money is for food during the return journey. Please feel free to ask your child's group leader to hold onto the money for food just in case your child mistakenly spends it on souvenirs!

Whilst We're Away...

As the itinerary suggests, we will be returning to school for 9:00pm. Should we be delayed on our return journey, we will update parents of our estimated return time by ParentMail text. If you need to get a message to us in an emergency, you may contact the hotel up until 10:00am. After which, you may send an email to l.ross@stocksbridge-jun.sheffield.sch.uk and I will try to access my emails whilst on the coach.

This year, the tour company have introduced a system for parents to track our location us during our trip. To view a map of our whereabouts, please visit <https://locatemytrip.uk/map/interval/login/2B15F9DC> The link will only become live once the trip starts. A username and password are not required to view the map.

We also hope to upload the occasional photograph to social media. We will endeavour to post at least one photo of each child at some point during the trip, unless we do not have parental consent to do so. Please follow @StocksbridgeJnr on Twitter and 'like' our Facebook page, www.facebook.com/StocksbridgeJuniorSchool. Parents are welcome to comment on photographs, however, to safeguard our children, please avoid using names in your contributions.

Any Questions...

Please feel welcome to pop into school if you have any questions.
Many thanks again for allowing your child to be a part of this exciting trip!

Yours sincerely,

Mrs Ross
Deputy Headteacher