



*Learning for Life*

## Fawbert & Barnard's Primary School

Headteacher: Sue Spearman

*Part of the*  
Templefields Multi-Academy Trust

September 2023

Dear Parents

**RESIDENTIAL ACTIVITY VISIT:  
PGL BAWDSEY MANOR, WOODBRIDGE, SUFFOLK  
MONDAY 2 OCTOBER TO WEDNESDAY 4 OCTOBER 2023**

Following our meeting to discuss arrangements for our residential visit, I am writing to provide details of what we know so far, and details of clothing required. Rooms will be allocated on arrival with friendships being considered as far as possible. The adults accompanying the children will be myself (Mrs Collins), Mrs Davies, Mrs Furlong and Mr Mortimer.

We shall leave school at approximately 9:30 am. Parents may wait to see us off inside the front of the school. Please ensure your child arrives at school at their normal time 8:40 am for registration and last-minute checks. Children require a packed lunch and drink in a named disposable bag (no fizzy drinks please) which we will eat on arrival. Once at the Activity Centre, we will contact the school. You will be notified through an e-mail via Parentmail. The children should be dressed to take part in their first activity as our rooms will not be allocated until later in the day and cases will be kept in a holding bay.

The children may take £10.00 spending money. This should be sent into school in a named envelope by Monday 25 September 2023 which an adult will keep and distribute when we have our shop visit at the centre.

Please ensure that you complete the medical form attached to this letter and return it to the office no later than Monday 11 September 2023. All medication should also be brought into school by Wednesday 27 September 2023 in a labelled bag/container. Please indicate clearly on the form whether you will need the medication returned to you on the Wednesday of our return. Mrs Davies will dispense medicines in the morning and evening, but during the day children will be responsible for looking after their medication and taking it to activities (especially inhalers). Their group leader will look after it during the activity.

Fawbert & Barnard's Primary School fully complies with information legislation. For the full details on how we use your personal information please see <https://www.fandbharlow.uk/page/?title=GDPR&pid=217> or call the number below if you are unable to access the internet.

London Road, Old Harlow, Essex, CM17 0DA  
Telephone: (01279) 429427 E-mail: [office@fawbert-barnards.essex.sch.uk](mailto:office@fawbert-barnards.essex.sch.uk)



We're working  
towards Artsmark  
Awarded by Arts  
Council England



We shall leave the centre at about 1:30-2:00 pm on Wednesday 4 October 2023 and our expected arrival at school should be around 3:30/4:00 pm. We will telephone the school upon departure and when we near the M11 to give further information and you will be notified by Parentmail e-mails. Please do not arrive at the school until notification has been issued of arrival time.

**Mobile phones, iPods, tablets, electronic games and valuable items are not permitted.** Children will not be allowed to phone/text home as it can make them home sick. Please do not pack food in the children's suitcases as they will have more than enough to eat. One packet of sweets for a midnight feast can be provided. Alternatively, they may buy sweets from the shop with their money if they choose. I will have emergency contact numbers for all the children, and I will contact home if there are any real emergencies. Disposable cameras can be taken but will be the children's sole responsibility. The school cannot take responsibility for any items that may get lost, damaged, or stolen.

Although all children will have a wonderful time, in the case of any disruptive children or children who exhibit bad behaviour, parents will be contacted to come and collect their child.

Due to this visit taking place on a Monday, we would be very grateful if all items requested in this letter could be in school by the stated date. We can then ensure we have all the necessary medicines packed ready for our departure.

I know we are going to have a great time!

Yours sincerely

Fiona Collins  
Class Teacher

**DAILY ROUTINES:**

Children will have breakfast, lunch and dinner where there is a wide variety of choices for their meals. They will have 2 activities in the morning then 2 in the afternoon and 1 in the evening. Lights go out between 9:30 and 10:00 pm to ensure they are ready for the next day's events.

**DAY ACTIVITIES\*:**

Challenge Course; Giant Swing; Jacob's Ladder; Raft Building; Rifle Shooting; Sensory Trail; Trapeze and Zip Wire

**EVENING ACTIVITIES:**

Balloon Splash and Ambush

\*Please note:

The centre reserves the right to substitute comparable alternative activities in the event of adverse weather/extreme conditions.

**THE CHILDREN WILL NEED:**

Old clothes for activity sessions – (long sleeved tops, full length trousers or jogging bottoms and closed toe shoes are required for nearly all sessions so bring 2 pairs at least).

**WATERPROOF JACKET****Fleeces or sweatshirts**

Suitable nightwear

Underwear (extra is advisable)

Socks (that cover ankles for many activities)

Trousers/leggings for activities (not jeans)

Shorts (not skimpy – due to harness use with some activities)

1 pair of trainers for activities

1 pair of waterproof shoes (old trainers are ideal for wet activities)

Dry shoes for evening activities (or trainers)

Long sleeved shirt/t-shirt (for activities where arms need to be covered)

T-shirts

Baseball hat/sun hat (weather dependent)

1 or 2 sets of clothes for the evening

1 towel for showering

1 "old" towel for wet activities

Labelled bin bag for wet clothing/dirty washing.

Sleeping bag and pillow - labelled

Toiletries – NO SPRAY DEODORANTS, AFTERSHAVE OR PERFUME (roll-ons only)

Named water bottle

Small backpack (to carry a bottle of water/camera etc)

Reading book

Children may also bring if they wish:

Watch / Clock

Sunglasses

Pen/pad/pencil

Small teddy

1 small non electronic game ie cards/top trumps/travel game

Disposable Camera