

# Deansfield Primary School

Dairsie Road, Eltham, London, SE9 1XP

Tel: 020 8850 1218 Fax: 020 8294 2030

Email: office@deansfield.greenwich.sch.uk

Website: www.deansfield.greenwich.sch.uk

**Headteacher:** Joanne Gordon

**Associate Headteacher:** Janis Blyth



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## Year 5 School Journey to Swanage

Parents Meeting Thursday 4<sup>th</sup> May at 6pm

### WELCOME



- ◆ General Information
- ◆ Sample Activity Programme
- ◆ Payment Letter
- ◆ Medical/Parent Consent Form
- ◆ Clothing List
- ◆ Code of Conduct
- ◆ Townsend Centre
- ◆ Coach Hire
- ◆ Any Questions

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May 2017

Dear Parents

## Year 5 School Journey – 6<sup>th</sup> – 10<sup>th</sup> November 2017

This information pack aims to give you all the details you require for your child's School Journey trip to Swanage.

### ▪ **General Information:**

The address of the centre is:

Townsend Residential Study Centre,

Townsend Road

Swanage

Dorset

BH19 2PX

Tel No: 01929 422448: **FOR EMERGENCY USE ONLY**

We will put information on the schools' website and text you every day to give you details of the children's activities.

### ▪ **Clothing/Other items to pack**

We have prepared a separate list of clothing your child will require. Other items which would prove useful are:

- A small rucksack and screw-top water bottle for taking our on trips
- Personal items for the quiet hours – books, personal stereo (providing the sound cannot be heard), puzzles, DS. **All personal possessions are the children's responsibility.**
- Cameras: photographs are always good to have but please ensure that your child knows how to use the camera. The throwaway types with flash are excellent and simple to use.

### ▪ **Medicines:**

Please make sure that any medication is in a bag and clearly labelled with your child's name and instructions on dosage etc. This should be handed to the school office the week before the Journey. Medication prescribed late should be given to the class teacher prior to the departure on Monday morning with clear instructions on its use.

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- **Special dietary requirements:**

Please let us know if your child has any special requirements.

- **Travelling:**

We ask you to bring your child to school at 8.20am as the coaches will be leaving promptly at 8.40am. The coaches leave the centre at 9.00am on the Friday so we will be back at school by approximately 2.00pm. Please arrange either to meet your child yourself or have your child met on their return to school. We will text you during the afternoon with updated information.

- **Mobile phones are not allowed.**

- **If your child has any worries which are likely to affect their school journey** (other than the normal concerns about being away from home), please let us know before we leave.

- **Keeping in touch:**

**Please** write a 'positive' postcard for us to give to your child whilst away. Please provide this postcard together with another postcard addressed and stamped so your child can complete and post back to you. BOTH postcards should be brought to the school office at least one week before your child leaves for school journey.

A final reminder that full payment for the journey must be made prior to the journey so that the school. **PLEASE KEEP TO THE PAYMENT PLAN YOU HAVE CHOSEN. If any difficulties occur, please contact the school office without delay. Thank you for your support.**

Yours sincerely

**Mrs J Gordon**

**Headteacher**

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## Sample Activity Programme for Swanage November 2016

|           | Morning            | Afternoon                    | Evening                 |
|-----------|--------------------|------------------------------|-------------------------|
| Monday    | Travel             | Discover Swanage & Beach     | Games                   |
| Tuesday   | Corfu Castle       | Marooned survival challenge  | Create a Castle         |
| Wednesday | Putlake Farm       | Team challenge and low ropes | Activities (and chips!) |
| Thursday  | Durlston Discovery | Beach Technology             | Disco                   |
| Friday    | Travelling home    |                              |                         |

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May 2017

Dear Parent/Carer

## **SCHOOL JOURNEY TO SWANAGE - 6th – 10th November 2017**

The cost of the school journey to Wales this year will be **£235.25**. This cost includes the return transport to and from Swanage, accommodation, all meals and use of facilities, local coach hire, and the visits to Putlake Adventure Farm and Corfe Castle.

We would like you to commit yourself to a method of payment, as this will help us in the collection and banking of monies. Full payment must be made before your child departs for school journey. Once you have indicated your child wishes to attend, we will advise the Centre to confirm the booking; we have been told by the Centre that they will levy a charge once the confirmation is received.

**PAYMENTS SHOULD BE MADE USING THE OLIVE PAYMENT SYSTEM AGORA. Please contact the school office if you have not yet registered for this system or need to make payment by alternative means.**

AGORA is checked daily for payments to the system. Please let us know if you decide to vary your chosen payment plan.

Please indicate how you intend to pay:

1. **One off payment of £235.25 as soon as possible.** Please indicate when you will make your payment.

2. **Six monthly payments:**

|                    |                |
|--------------------|----------------|
| 1. May 2017 –      | payment £40.25 |
| 2. June 2017 –     | payment £39    |
| 3. July 2017 -     | payment £39    |
| 4. August 2017 –   | payment £39    |
| 5. September 2017- | payment £39    |
| 6. October 2017 –  | payment £39    |

Please make regular monthly payments to ensure you are on schedule.

3. **Sixteen Weekly payments: 15 x £15, 1 x £10.25** – please make regular weekly payments to ensure you are on schedule, starting week ending 12<sup>th</sup> May.

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**Grants are also available** which help cover the bed and breakfast element of the journey if you are in receipt of one of the following benefits:

- Income Support,
- Income-Based Job Seekers Allowance,
- Income Based Employment Support Allowance,
- Support under Part 6 of the Immigration Asylum Act 1999,
- Child Tax Credit with a household income under £16,190.00,
- Pension Credit Guarantee,
- Working Tax Credits,
- Child Tax Credit above the Basic Family Element.

However you will still need to pay **£97.25** to cover the cost of the travel, the difference between the amount of grant available and the centre cost, local coach hire, £5 pocket money and visits to Corfe Castle and Putlake Adventure Park.

**If you are sure that you are in receipt of one of the benefits listed above, please indicate below if you wish to make an application for the grant; the school office will be happy to process this for you.** Please ensure that you have available to the school office proof of the benefit making you eligible for the grant.

Please complete off the slip attached and return it to the Office by 10<sup>th</sup> May 2017, so that we are aware of your preferred method of payment; we will expect you to keep to the schedule you have indicated. Please also ensure that the **consent form** is completed and returned to the school office with the slip attached.

If you have any queries please do not hesitate to contact the school office. We are sure the children will enjoy the fun, action packed week we have arranged for them. We will text you daily with details of their activities together with information on the school's website [www.deansfield.greenwich.sch.uk](http://www.deansfield.greenwich.sch.uk), broadband permitting! Thank you for your support.

Yours sincerely,

**Mrs J Gordon**  
**Headteacher**

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## Deansfield Primary School - School Journey to Swanage November 2017

Please complete and return to the School Office by 10<sup>th</sup> May

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I would like my child \_\_\_\_\_ Class \_\_\_\_\_ to go to  
Swange School Journey. I intend to make:

- One off payment of **£235.25** and will pay on \_\_\_\_\_
- Five Monthly** payments for **£39** and **1 payment of £40.25 – May to October**
- Sixteen weekly** payments: **£15 x 15 / 1x of £10.25** commencing week ending  
12<sup>th</sup> May

or

**I would like the School Office to apply for the grant on my behalf. I will pay £97.25  
towards the costs not covered by the grant by**

- One off payment of **£97.25** and will pay as soon as possible, or by \_\_\_\_\_  
Please advise us when you intend to make payment
- Six monthly payments (**5x£16 / 1x£17.25**) (May to October)
- Sixteen weekly payments: 15 x **£6**, plus one payment of **£7.25**, commencing  
week ending 12<sup>th</sup> May

Signed \_\_\_\_\_

Date \_\_\_\_\_

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## Townsend Centre

### Recommended Kit List (all kit should be labelled with your child's name)

Below is a recommended kit list for your residential stay at The Townsend Centre. Please do not feel you have to go out and buy new clothes or shoes for the trip. Old clothes will be much more comfortable and new shoes could rub feet.

Please remember clothing must be taken in a suitcase or holdall although Wellingtons may be carried separately in a plastic bag. Each item of luggage must have the owner's name, address and school clearly labelled both inside and out. The luggage should be light enough to be carried unaided. All personal items should be marked in indelible ink with the owner's name. Boots and shoes must be suitable for rough walking and warm wind-proof clothing is recommended.

### Suggested items:

- \*Waterproofs e.g. cagoule (over trousers if available)
- Warm coat/jacket
- Woollen hat and gloves. Sun hat and suntan lotion in the summer
- 2 pairs of shoes (e.g. walking boots, strong low heeled shoes or outdoor trainers)
- \*Wellington boots
- Sweaters/sweatshirts (extra warm, preferably wool, in winter)
- Old jeans, cords, joggers, etc (2 pairs or more)
- Old shirt/T-shirt (2 or more)
- Several pairs of socks, at least one thick pair
- \*Small day rucksack
- Towel, soap, face flannel, toiletries, tooth brush and paste
- Tissues
- Pyjamas/night-dress
- Soft toy/teddy etc
- Pencil case
- Pocket money (as instructed by school teachers)
- Plastic bag for dirty clothes
- Small bottle for drinking water (for refilling and use during the week)

\* = these items are available for loan at the Centre.

During the colder times of the year, the following will provide extra layers for warmth:

- Extra underwear or T-shirts (preferably long-sleeved)
- Leggings, tights or similar.



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## School Journey Code of Conduct

We will:

- Do our best and work hard
- Be polite and respectful to all adults and children
- Do as an adult tells us straight away
- Be kind and helpful to each other
- Always make the right choices
- Listen clearly to all instructions and follow them carefully
- Take care of all equipment and use correctly
- Act safely at all times, setting a good example

Failure to adhere to the above Code of Conduct will lead to a child being collected from the centre at the parent's cost.

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## The Centre

The Centre is a six-acre site overlooking the town of Swanage on the Isle of Purbeck and is just one mile from the 'Jurassic Coast', the United Kingdom's only World Heritage Site.

Opened in the 1930s and refurbished in the 1990s, Townsend has a long standing of tradition of excellence in teaching environmental education and personal and social education which is achieved through learning outdoors.

Each course is tailor made to maximise the learning potential of the programme, whether it be a single session or extended residential experience. The site can accommodate up to 80 children and 10 staff catered for with wholesome home cooked food. There are two classrooms, fully equipped to enhance a wide range of environmental experiences which primarily take place off site, often within walking distance from the Centre. Examples of sessions include contrasting localities, low ropes and team challenge, Earth education, river landforms, sandy and rocky shore habitats, beach geology, orienteering, bush craft, history and drama at Corfe Castle, fluvial, coastal, urban and rural environments, ecosystems, soils, tourism, geology and ecology for GCSE and A/AS Level.

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**Galleon Coach Hire – <http://www.galleontravel.co.uk>**

## Coach Features

**Executive Double Decker Coach**, CD, PA system, Flat screen monitors, Hot and cold drinks counter, Fridge, Toilet, Twin exit staircases, Executive interior, large luggage space. 74 Reclining seats, Foot Rests, Climate Control; Seat Belts; DVD; CD; PA system.

