



Rattlesden Cof E Primary Academy
Rattlesden, Bury St Edmunds, Suffolk, IP30 OSE
Telephone: 01449 736335
Email: admin@rattlesdenprimaryschool.co.uk
Twitter: @RattlesdenPS
Headteacher: Mrs Helen Ballam

29th January 2024

Dear parents,

As we get nearer to the summer term, my thoughts turn to our overnight trip at the end of May. There will be some final communication nearer the time, however, it is important we start to gather some information which we will need during our stay.

I am aware there is lots of information contained in this letter but it is very important you do read this and fully understand the information it contains, especially with the medication. Please do ask if you have any questions.

Medical Conditions/Medication

We are aware of some medical needs/medication if it impacts a school day, but please use the form attached to tell us about anything extra we may need to know for this trip. If you would like to come in and speak to me about anything, please do.

Any medication that your child will need to take whilst we are away must be handed into myself, or Mrs Oldfield on the morning of the visit along with a medication administration form (attached) in a labelled bag or box.

During our visit, we may need to administer minor first aid including bite/sting cream and paracetamol (liquid form). We would contact you if we felt it was necessary but will inform you once we return to school if we have done this. If you have any issues with this, please let us know.

Please make sure your contact details, including emergency contact details are up to date with the school office.

Food/dietary requirements

Please use the form below to indicate any dietary requirements your child has. Again, if you would like to come in and discuss anything with me, please do. Burwell House is very used to catering for various allergies and dietary requirements so this will not be an issue at all.

The food looks great, very child friendly and plenty of it with breakfast, 2 x meals a day plus a morning and afternoon drink and snack (homemade biscuit or cake) provided. Therefore, I am not anticipating any issues but if you know your child does have some issues around food, feel free to pack a few things you know they will eat which they can have at snack time. They will not be allowed to eat in their rooms so if you would like to hand them to a member of staff before we leave, that would be fine. Please do not send your child in with snacks if you know they will not need them. Please do not send your child with any sweets. In the evening, we will be having a campfire with marshmallows so they really won't need anything else!



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Kit

Please find attached a kit list from Burwell House. All our activities are outdoor based and potentially your child could get muddy so please only send old, comfortable clothes or clothes you don't mind them getting muddy in. I would suggest sending 3 changes of clothes just in case! They will also need a pair of shoes (no open toes or croc type shoes please) for outdoor activities and a clean pair for indoors.

If the forecast is for rain, we may adapt some of the activities to be indoor but we will still be outside for some of the time so please send your child with some waterproofs and wellies. I will keep an eye on the weather and communicate with you nearer the time. Even if it is not forecast to be hot, please send your child with a sun hat and sun cream as we will be outside for long periods of time. There will be plenty of opportunities for drinks breaks but please send your child with a named water bottle so they can have access to water at any time, especially if it is hot. Even if it is forecast is to be hot, they will need something warm to wear in the evening as our evening activity will be based outside.

A bin bag and carrier bag are really useful items to send in your child's bag so they can put any wet or dirty clothes and shoes in.

Although each room will have a separate shower, we will not be enforcing showers for a one-night trip!! However, if your child would like a shower, please send them in with everything they will need.

If your child is nervous then I would encourage them to bring in something from home like a favourite cuddly toy and torch if they do not like the dark. They are also welcome to bring in a small quiet game or magazine for the journey and quiet times. No electronics or expensive cameras and watches please. A disposable camera would be perfect for those wanting to bring home some memories.

Room allocation

There are a variety of smaller and larger bedrooms to suit all needs and requirements! There are teacher rooms on all floors and each room has its own toilet and shower. A few weeks before we go, we will be asking the children to name people they would like to share with and letting them know who they are in a room with. We will always put them with someone they have asked to be with.



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Souvenirs

There will be the opportunity for your child to buy a souvenir if they wish. The centre has advised bringing between £3 and £5.

I certainly can't wait and know many of the children are excited too. I know we do have some that are a little nervous so please do come and speak to me if you have any concerns at all.

Best wishes,

Mrs Jeffery



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Burwell House Residential Trip 2024- Information Form

Medical Conditions

Please use this space to tell us about any medical conditions your child has (please complete a medication administration form if they will be required to take any medication during the trip):

*please complete a medication consent form for any medication we will need to administer during the stay (available at the office).

Dietary Requirements

Please use this space to tell us about any dietary requirements your child has:

Signed: _____ (parent/carer)

PRINT NAME:

Date: