REWARDS DAY - THURSDAY 18 JULY 2019

FINAL INFORMATION FOR: Milton Keynes Shopping & Hollywood Bowl : 8am – 4.00pm

Please find below the final information for the Rewards Day Trip on Thursday 18 July 2019. Please read this carefully as there are a lot of details and they are very important.

Wicksteed Park have kindly agreed to allow us to use their top field for coach pick-ups in the morning. Please ensure your daughter arrives at the park at least 20 minutes beforehand by 7.40am as the bus will be leaving promptly at 8.00am. Buses will not be able to wait, if a student isn’t on the bus 10 minutes before departure the bus will leave without them and the student will be expected to go to school as normal.

Students who use the school bus to arrive at school normally must ensure they arrive by 7.40am in time for their trip to leave, alternative arrangements may need to be made as we cannot alter the times of these school buses.

If your daughter arrives by any other means she will need to be dropped off near school and make her way to Wicksteed Park by 7.40am. Parents are not allowed in Wicksteed Park to drop students off.

Once in the park, your daughter will need to look for her bus leader. She will then need to stay with her bus leader until all the students going on the Milton Keynes Shopping & Hollywood Bowl trip have arrived. When everyone for the trip has arrived a register will be taken before boarding the bus.

There may be times during the day when your daughter will not be under direct staff supervision. Your daughter will be given clear instructions regarding areas to be used and those that are out of bounds, along with any other guidelines for safety. All students will have been given a phone number when they are on the bus. If they have any problems during the day when they are not with a member of staff, they will be able to phone that number. Your daughter will also be told where a member of staff will be stationed in case of emergency.

Please ensure your daughter is dressed appropriately in comfortable clothing and shoes for Milton Keynes Shopping & Hollywood Bowl. Any students whose attire is considered inappropriate, may be refused permission to go on the trip.

A fast food meal and drink is included in the price of this trip and food choices will need to be made before the day. Can you please tick your daughter’s choice of food on the form below and return to Data Services by Friday 12 July 2019.

Please supply your daughter with plenty of drinks and a small amount of money for further snacks and/or drinks. Students will be responsible for their own valuables (money, phones etc.) throughout the trip.

Mr Clark is the emergency contact at school on the day for all trips and he can be contacted by phoning reception at school on 01536 513063.

The bus will be returning to Bryant Road and is due back at approximately 4.00pm. Please be considerate where you wait for your daughter as the buses will need to park on Bryant Road.

Any students who would normally attend homework club will be supervised in the school hall until 4.30pm.

If the bus is running late for any reason your daughter will be advised to text/call you to let you know, if they have a phone. But please also check the school’s twitter account and WEDUC for updates in case of delays.
We are looking forward to a fun day out for all the students and as you can imagine with approximately 700 students departing from Wicksteed Park that morning it will be very busy. Therefore, would be very grateful if you can ensure your daughter is aware of the plan above and that she adheres to it. We want all the students to be able to leave as soon as possible so they can enjoy their Rewards Day out as much as possible.

Should you have any queries before the day, please do not hesitate to contact the Data Services team on 01536 513063 or via email: admissions@southfieldsch.co.uk.

Please return the below Medical, Emergency and Parental/Student by **12 July**. Without these forms signed and completed, your daughter will not be able to attend.

Milton Keynes Bowl will need food choices before the day. Please tick your choice below and return to Data Services by **Friday 12 July 2019**.

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<tbody>
<tr>
<td>Student’s Name:</td>
<td>Form</td>
</tr>
<tr>
<td>Burger &amp; Chips</td>
<td></td>
</tr>
<tr>
<td>Hot Dog &amp; Chips</td>
<td></td>
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<tr>
<td>Veggie Burger &amp; Chips</td>
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EV4 - Medical & Emergency Contacts for a Day Visit

Trip Details:

Venue for visit: Milton Keynes Shopping & Hollywood Bowling
Date/s: Thursday 18 July 2019
Departure Time: 8am – Wicksteed Park
Return date / Time: 4pm – Bryant Road

I agree to Student Name ………………………………..……….. Form ………………………
taking part in this visit and have read the information supplied by the School. I agree to my daughter’s participation in the activities described. I acknowledge the need for her to behave responsibly, and I accept that the School reserve the right to send a student home if the staff deem this necessary.

Medical information

Parents should ensure that the trip leader is informed of any medication which your child may require during the trip. All medication should be handed to the trip leader in its original container, and clearly marked with the student’s name, and dosage required.

The following medication will be available for your child if required. Please put a cross (X) in the column of any which you do not wish to be used for your child, and sign to indicate your consent.

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<thead>
<tr>
<th>Antiseptic wipes</th>
<th>Burn gel</th>
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<tbody>
<tr>
<td>Paracetamol tablets</td>
<td>Piriton (anti-histamine)</td>
</tr>
<tr>
<td>Travel sickness tablets</td>
<td>Plasters</td>
</tr>
<tr>
<td>Eye wash</td>
<td>Savlon spray</td>
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</table>

<table>
<thead>
<tr>
<th>Does your child have any condition requiring medical treatment/medication?</th>
<th>Yes/No</th>
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</thead>
<tbody>
<tr>
<td>Details:</td>
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</table>

<table>
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<tr>
<th>Does your child have any medical condition that may affect them during the activity</th>
<th>Yes/No</th>
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<tbody>
<tr>
<td>Details:</td>
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<table>
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<tr>
<th>Does your child have any special dietary requirements?</th>
<th>Yes/No</th>
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<tbody>
<tr>
<td>Details:</td>
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<tr>
<th>Does your child get travel sick?</th>
<th>Yes/No</th>
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<tbody>
<tr>
<td>Details:</td>
<td></td>
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Emergency Contact telephone numbers:

Contact 1:

Name: 
Relationship to student: 
Work: 
Home 
Mobile 
Home Address: 

Contact 2:

Name: 
Relationship to student: 
Work: 
Home 
Mobile 
Home Address: 
**Student / Parental Agreement**

«Forename» «Surname», «Reg» - «DOB»

In the light of previous events, including comments made by a judge, following accidents/incidents occurring during school trips we feel it is necessary to clarify some rules and responsibilities regarding this trip.

Members of staff wish to make it clear that the standard of care to be observed by them will be no less than in any school trip, but they are extremely concerned to find that the courts might hold them personally responsible for injury occurring out of disobedience or crass foolhardiness on the part of the child.

If you are prepared as parent or carer of «Forename» to accept this agreement, please sign at the foot of this document.

**OUR OBLIGATION TO YOUR CHILD**

We will give clear instructions to the students, in groups or individually, depending on the circumstances, as to what we are planning and what we expect of them. Certain rules will apply:

- No fireworks, alcohol, cigarettes or other substances will be taken on the trip, purchased or ingested.
- No student is to leave any group and go off alone or with a stranger.
- Responsible behaviour is expected at all times.
- Students will be given full safety instructions which must be followed exactly.

We will use our best endeavours to be vigilant and care for the best interests of your child and to give such nursing care, as we are able to a child falling sick or suffering an injury.

We will not ask your child to do anything that would expose her to a life-threatening situation. Inevitably, your child will be exposed to a higher risk taking part in some of our activities than if they stayed at home. Staff cannot give any assurance that a child will not incur injury as a result.

**YOUR CHILD’S OBLIGATIONS TO OUR STAFF**

- To follow all verbal instructions given to them as a group, or individually, promptly and without argument.
- To follow any written rules as to conduct or behaviour that may be issued (including those detailed within this document).
- To be positive and attend pre-arranged meetings on time.

**Reward Day Trip Declaration:**

Student name: Form:

(i) I/We agree that our child will follow these instructions.
(ii) I agree to my daughter/son receiving medication as instructed or any emergency dental, medical or surgical treatment, including anaesthetic or blood transfusion, as considered necessary by the medical authorities present. I understand the extent and limitation of the insurance cover provided.

Parent/Carer Signature …………………………………………. Date…………………………………

Full name (capitals)…………………………………………………………………………………………

Relationship to student…………………………………………………………………………………………

Student Signature…………………………………………………………….. Date…………………………………..

Full name (capitals)…………………………………………………………………………………………