

Winhills Primary Academy

Part of The Diamond Learning Partnership Trust
Established in the Queen's Jubilee Year 2012

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C.E.O Mrs Susannah Connell BSc MA (Ed Mgt) NPQH
Headteacher: Mrs Roxanne d'Arcy BA (Hons)

5th February 2025

Dear Parents

Grafham Residential Trip 2nd April – 4th April 2025

Please find attached the permission/medical form for the trip to Grafham Water. Please would you complete the form and return it to the office by return.

Also attached is the kit list. Please can I ask that all your child's items are labelled as this will help us to locate anything that may go missing.

May I also remind you that the final balance for the trip is due by the 31st March 2025.

Yours sincerely



Mrs R d'Arcy
Headteacher
On behalf of Winhills Primary Academy (Part of the DLPT)

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7.3 Appendix C - Permission Form

PERMISSION FORM				
To be completed by parents or guardians on behalf of the young person attending and returned to the Group Leader.				
School/ group name:				
Dates of visit:	From:		To:	
Name of young person attending				
Address:				
Parent/Guardian name:				
Parent/Guardian contact numbers	Daytime number		Evening number	
Date of birth of young person				
Medical information				
Doctor				
Doctors address				
Doctors telephone number	Daytime number		Evening number	
Does he/she have a rare blood group?	YES/NO	If yes, please state which group		
Is he/she allergic to any medicines?	YES/NO	If yes, please give details		
Has he/she been prescribed medication to take during your time at Grafham Water Centre?	YES/NO	If yes, please give details This medication should be handed to the Teacher in charge, together with the written dosage instructions.		
Is there any other information concerning their health that you feel we should know about? e.g. sleepwalking, asthma, epilepsy, hay fever, diabetes, bed wetting	Please give details 			

Has he/she had a Tetanus injection in the last 5 years?	YES/NO	Notes:
DIETARY INFORMATION Please indicate any special dietary requirements he/she may have due to medical, religious or moral reasons.		
<p></p>		
<p align="center">PARENTAL DECLARATION</p>		
<p>A parent or guardian must complete the following section if the young person is under 18 years of age.</p>		
<p>I undertake to inform the visit organiser or the Head Teacher as soon as possible of any relevant change in medical circumstances occurring before the journey.</p>		
<p>In the case of accident or illness whilst away from home, I consent to any necessary medical treatment, which might include the use of anaesthetics.</p>		
<p>Please Note: We may occasionally take photographs or film young people involved in activities. These may be used in various publications, brochures, TV or on our own website and social media sites and those of Cambridgeshire County Council.</p>	<p>Please tick the box if you Do Not wish your son/daughter/ward to be included</p>	
<p align="center">INSURANCE ARRANGEMENTS</p>		
<p>I agree that (I / my son / daughter / ward) will participate in a programme of activities which has been planned between Grafham Water Centre and the school.</p>		
<p>I understand that the insurance of Cambridgeshire County Council covers all legal liability to all students on courses. Personal Insurance is provided for all Cambridgeshire County Schools on receipt of the deposit. Grafham Water Centre regrets that the insurance cover is not available to other organisations. Such organisations are strongly recommended to provide their own insurance for personal injury, loss of possessions or cancellation, which should take effect from the time of booking.</p>		
Signed:		Parent or Guardian
Date:		
<p align="center">Thank you for completing this form. Please return it to your Group Leader.</p>		

Suggested Kit List

Please mark this checklist and give it to your child to enable them to make sure that they bring home the correct clothing! Please make sure all items have your child's name on.

ITEM	QTY	CHECKED ON PACKING	CHECKED ON DEPARTING
T Shirts			
Sweaters/Fleeces			
Warm Trousers (<u>NOT</u> Jeans)			
Shorts			
Underwear: Pants			
Socks			
Vests			
Nightwear			
Swimwear			
Bath and Hand Towel			
Washing Kit			
Indoor shoes (Slippers)			
Outdoor Shoes			
(e.g. Trainers for land activities)			
Rubber Soled Shoes for wet activities			
(e.g. Plimsolls/Old trainers that can get wet)			
Waterproof Coat/ Jacket/Anorak (suitable for the season)			
Waterproof Trousers			
Gloves (waterproof in the winter)			
Wellington Boots			
Hat (Visor for sun, woolly for cold weather)			
Spectacle safe head band			
Bin Liner for wet clothes			
Pocket sized named drinks bottle			
Other optional items, e.g. teddy bear, books.			

Please Note:

- During some of the activities your child's clothes may get wet and muddy, therefore they will need at least 1 full change of old clothes per day.
- It is better to send too much warm kit rather than not enough.
- Please avoid bringing electrical devices e.g., mobile phones, tablets – the Centre will not take any responsibility for these.
- **Lost property is held for TWO WEEKS, before then being given to charity.**