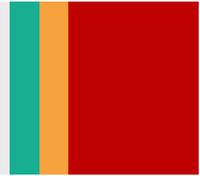


# Waddington Redwood Primary Academy

Redwood Drive, Brant Road, Waddington, Lincoln LN5 9BN



Monday 26<sup>th</sup> November 2018

Dear Parents/Carers

## Rand Park Farm Year 4 Residential Trip

I am writing to remind you that the final balance needs to be paid in full, for our residential trip on 31<sup>st</sup> January 2019, by **the 7<sup>th</sup> December 2018**. Please contact the office if you are unsure of the current balance left to pay.

### Time of departure:

Please arrive at school at 8:50am, children will enter via the small hall on the morning of the 31<sup>st</sup> January 2019. Children will depart from the Academy for Rand Farm Park approximately at 9:30. Report to Mrs Kent first to register your child's arrival and hand in any spending money for your child to Mrs Nicholls. All medicine with relevant medical forms must be given in to Mrs Newbould.

### Remember to bring:

Equipment and clothing as detailed on the kit list and medication in a clear plastic bag clearly labelled. Emergency contact number: 01522 721156 during school hours; **emergency out of hours contact number: 07396 038903**. Estimated return time: 2.30pm on Friday 1<sup>st</sup> February 2019.

Please ensure that the **Additional Information Form** has been returned to school. This allows us to inform Rand Park Farm of any special dietary or medical requirements prior to the visit. Please complete another form if any of your child's personal information has changed since completing the form. Whilst the children are on the trip we will update you via Textround and we will also be putting additional updates on our twitter feed @RedwoodPrimary. If you would like to see photographs of your child on twitter please ensure that all relevant permission forms have been completed.

If your child should require any medication during the trip, this must be given to Mrs Newbould on arrival at school on the 31<sup>st</sup> January 2019; all medication must be clearly labelled with the child's name, the dosage required and the time it needs to be administered. A **medical form** giving signed permission for staff to administer medicine must be completed and signed. This also applies to painkillers such as Calpol and travel sickness tablets. **If your child is likely to require more than one kind of medication, please complete a separate form for each.**

## Broadening Horizons

Tel: 01522 721156 Fax: 01522 723672

E-mail: [enquiries@redwood.lincs.sch.uk](mailto:enquiries@redwood.lincs.sch.uk) Website: [www.redwood.lincs.sch.uk](http://www.redwood.lincs.sch.uk)

Headteacher: Mrs F Kent BSc (Hons) QTS NPQH



**No medication will be administered without a completed and signed medical form.** Additional forms can be obtained from the school office and will also be available on the day of departure.

We very much look forward our adventure together!

Yours Sincerely,

Mrs Newbould and Mrs Nicholls

