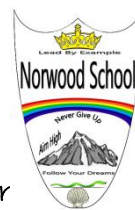


Email: [office@norwood.peterborough.sch.uk](mailto:office@norwood.peterborough.sch.uk)

Website: [www.norwood-school.co.uk](http://www.norwood-school.co.uk)

Telephone : 01733 574717

Fax : 01733 703250



**Norwood Primary School**

Gunthorpe Road

Gunthorpe

Peterborough

PE4 7DZ

Head Teacher : Mrs D Reynolds - BSc Hons QTS NPQH

*Aim High*

*Never Give Up*

*Follow Your Dr*

*Lead By Example*

March 2019

Dear Parents/Carers

### **Burwell Residential**

Our trip is nearly here! As you know our residential is fast approaching and we thought that sending out a packing list well in advance would be beneficial to you. Attached is a recommended packing list as well as Burwell's Code of Conduct, but please contact Miss Johnson if you have any queries. Please take particular note of the weather near to the date of the trip and pack the appropriate clothing items. Please ensure all items are named.

In addition to providing you with the packing list, we also require some important information regarding emergency, medical and dietary details. Your child will receive paper copies of these to complete and return by **Friday 29<sup>th</sup> March 2019**.

Please give as much information as possible so that we can best support your child during the residential.

We will be leaving school at approximately 9.15am on Monday 29<sup>th</sup> April. Please bring your child to the school hall door via the playground with their belongings from 8:45am and make sure they are at school **by 8:55am at the latest**. Parents/Carers are welcome to stay and wave us off at 9.15am. We are due to return by 3:15pm on Wednesday 1<sup>st</sup> May, please wait on the big school playground for us to return. To ensure the safety of all the children we will hand your child to you in the hall. The adults that will be joining the children are Miss Johnson, Mrs Sprouse (first aider), Mr Thompson and Miss Hodgkins.

Any medicines your child may need should be provided in a named envelope, in the original packaging with its instructions. These can be given to **Mrs Sprouse** on **Monday 29<sup>th</sup> April 2019** before we leave and you will need to fill out a form that Mrs Sprouse will provide you with. No other medication should be packed – it must be given to a Norwood adult prior to the trip.

We will allocate dormitories for the children. The children will be able to make a request on room choices in school but their choices can not be guaranteed. The room choices will be made and children will be told who they are in a room with when we get to Burwell House. If you have any specific issues about room allocations please speak to Miss Johnson.



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Miss Johnson will be available after school (3.15- 3:45) on Tuesday 2<sup>nd</sup> April 2019 for an informal chat if you have any concerns or worries that you wish to discuss in any further detail prior to leaving. Please come into the Year 4 classroom once you have collected your child.

There is a very small gift shop on site. We would ask that you limit spending money to a **maximum of £5.00 in change**, in a **named** purse/wallet and given to Miss Hodgkins on the Monday morning.

**Mobile phones are not allowed.** If there are any problems, all members of staff will have contact details and a text will be sent to all parents/carers to let you know we have arrived safely. Children are not permitted to bring valuables such as cameras or electronic games as they will be fully occupied for the whole trip.

Yours sincerely

Miss Johnson  
Year 4 Teacher

Mrs D Reynolds  
Head Teacher

Mrs Sprouse  
Year 4 Team

Miss Hodgkins  
Year 5 Teacher

Mr Thompson  
Year 3 Teacher

