



CRJ/ T799

Dear Parent/Carer,

Re: **le Château du Broutel, 13<sup>h</sup> – 16<sup>h</sup> July 2018**

**Timings for the above visit to France:**

• **Outward**

**Students to meet at the Fosse – Friday 13<sup>th</sup> July at 5.00 am.**

The coach will depart at 05.30am at the very latest

We will be taking a lunchtime crossing on a P & O ferry. You may want to provide a packed lunch for the outward journey.

• **Return**

**Departure from the Chateau – Monday 16<sup>th</sup> July** (packed lunch provided)

Estimated time of arrival back in Caerleon 22.00

**Contact numbers:**

Mrs C. Jones	07969 218325
MR S Meredith	07973 981803
Mr G.L. Jones	07970 703104 (School contact number)
24 hour phone number	0033 617 567 369

**What to bring**

Please refer to the letter dated May 2018 or the school web site for information about what to bring. Please note that students should bring their own sleeping bag, towels and toiletries etc.

**Trip safety procedures**

The accompanying staff wish your child to have an enjoyable and safe trip.

To this end there are a number of safety procedures in place for the trip.

1. The party leader has developed comprehensive risk assessment procedures for all aspects of the trip. These outline the likely risks and the detailed measures in place to mitigate against them.

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[2]

2. Staff mobile phones for immediate and effective communication.
3. The trip includes several 'first aid' trained staff and the party carries comprehensive first aid and medical kits.
4. All students are fully briefed regarding the trip's 'golden rules' to ensure both good behaviour and student safety.
5. The trip operates a 'pairs' ruling, a buddy system whereby students always have at least one partner with them at all times
6. Students belong to 'Staff groups' where a member of staff acts as first point of contact in case of difficulty and looks after the majority of students' money.

### **The golden rules**

1. Always listen to and follow instructions, especially for safety procedures.
2. Have fun but be responsible at all times.
3. Look after one another.

We would like to thank you in advance for your cooperation and look forward to seeing you on **Friday 13<sup>th</sup>- July at 5.00 am.**

Yours faithfully,



Mme C. Jones  
French department