



Kents Hill Junior School



Kents Hill Road, Benfleet Essex SS7 5PS
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Head of Academy: Miss Joanne Parkes

4th March 2025

Dear Parents/Carers,

Re. School trip to Danbury (31st March – 2nd April 2025)

Please find below information relating to the forthcoming overnight trip to Danbury:

1. Packing

Please involve your child in the packing as they will have to re-pack in Danbury on their own. They should be able to carry the case/bag. Please refer to the kit list for details of what they should pack.

No make-up, sweets, chocolate, fizzy drinks, mobile phones or internet enabled devices are allowed.

Kit List

- Travel clothes (these will be used on the journey there and back)
- Comfortable, warm and **old** clothes for 3 days
- Spare set of old clothes and old trainers/ shoes
- Water proof jacket
- Pillow-case, bottom sheet, duvet cover OR sleeping bag
- Nightwear (suitable and warm enough to go outside in)
- Wash kit
- Water bottle
- Suitcase or overnight bag which can be carried by the child
- Plastic bags to put any wet or muddy clothes in before going into the bag.
- Packed lunch for first day

2. Day bag

Your child should have a small day bag/ back pack and a water bottle to use for the three days.

3. Bedding

You need to bring a pillow case, bottom sheet and duvet cover or; a sleeping bag and a pillow case (duvets and pillows are provided)

4. Valuables

Any valuables (e.g. cameras) should be clearly labelled with the child's name. **The children are not allowed to bring mobile phones or any electrical item that is internet enabled.** This is within the Essex Local Authority policy for outdoor visits as it reduces homesickness, it also helps us to manage communication in the event of us having to contact parents or carers.

5. Pocket Money

They will **not** need to bring any money for this trip.

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At Kents Hill Junior School we are committed to safeguarding and promoting the welfare of children, and we expect all staff and volunteers to share this commitment. Designated Safeguarding Lead – Miss Joanne Parkes

Academy Trust (Registered in England) – Company Number 7804282

Reg. address: Kents Hill Junior School, Kents Hill Road, Benfleet, Essex, SS7 5PS



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6. Medicines

Asthma inhalers, medicines etc. should be sent to the school office **by Friday 28th March** clearly labelled with your child's name and the required dosage. **Any medication that is not handed in by Friday 28th March, or not listed on the form, may not be administered on the trip.**

On Monday 31st March

Pupils should enter school **at 8:40am** via the front playground with their luggage, bedding and proceed to the hall.

Pupils will be registered and given any last-minute safety talks.

The children will leave school by the front door and proceed to the coach for departure at around 9:30am. Parents and carers can wait at the front of the school if they wish.

Parents and carers will receive an email informing them when the school has safely reached the centre.

On Wednesday 2nd April

We will return by approximately **3pm**.

In the meantime, please could you complete and return the Dietary & Medical form (pink) and Consent/Emergency Contact form (green) to the school office at your earliest convenience.

For any other enquiries regarding the trip, please do not hesitate to contact me on the number above. During the visit the school office is your best point of contact.

If during the residential week you need to speak to us **for emergency reasons only** (and outside of school hours), please telephone Danbury Outdoors office on 01245 223342.

Yours sincerely,

Mrs K Purser
Office Manager

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