



Dear Parents and Carers,

28th February 2025

Hindleap Warren Residential Visit 2025

This is the last letter to confirm the key arrangements for our Hindleap Warren residential trip.

Administration of Medicines

If your child will need medication while we are away at Hindleap Warren, please can you complete the attached form and place it inside a named box, with the medication. **Please bring the medication and form into school on Tuesday 18th March or on the Wednesday morning if this is not possible.**

Please make clear the dosage and times that the medication will need to be administered during the trip. There is **one form for prescribed medication**, for example antibiotics and **a separate additional one for non-prescribed** which must be completed as well. In line with our Medicines Policy we are able to administer ad-hoc medication, such as paracetamol and antihistamine, if we have received your child's completed ad-hoc administration form previously and this is recorded. However, we will always contact you prior to administration to seek your verbal permission along with our already obtained written permission. If you have not completed this form but would like to do so prior to the trip, please contact the school office. If your child will definitely require either paracetamol or anti-histamine, we ask that you provide us with their own supply and complete both of the attached forms. If you have any queries please do not hesitate to contact the school office.

Please note: If we do not receive the permission forms, we will not be able to give your child their medication. Thank you.

Day of departure including lunch provision:

Please bring your child in to school at the usual time and take them straight to the KS2 hall where the staff will meet you and register your children. Once you have given in any medication etc. please then feel free to say your goodbyes. We will then take the children to class as usual before we get on the coach later in the morning.

Hindleap Warren have requested that all the children have a packed lunch with them when they arrive. As per school policy please can we remind you that these **must not contain any nut products**.

We will leave school at approximately **10.30am on Wednesday 19th March 2025** and travel by coach to the centre where we will embark on three days of activities with two overnight stays. You are welcome to wave us off at the top of the drive should you wish.

Return details:

We will return to school before the end of the school day on Friday 21st March. If, on the day, there are any changes we will of course send out a text to inform you. Weather permitting, we will meet you on the Key Stage 2 playground, where you will be reunited with your child/ren and most likely lots of washing!

With kind regards,
Year 4 Hindleap Team