

March 2019

Dear Parent/ Carer,

Duke of Edinburgh Training at Blackland Farm, East Grinstead

**Location address: Grinstead Lane, Sharpthorne
West Sussex, RH19 4HP**

Date: Saturday and Sunday 27th/28th April 2019

The full weekend of training will take place as stated above and is being provided by a highly recommended company (4th Dimension) who work at Blackland Farm, near East Grinstead. This is a two day training weekend with overnight camping at the centre. This training weekend is **crucial to the D of E expedition**, and all students are expected to attend.

Saturday's activities will involve team building, camp craft, map navigation, first aid, amongst others. In the evening, the students will cook their evening meal, set up camp and develop their campcraft skills. Sunday will be a morning walk in which the students will be able to practice their map navigation and compass work. A **kit list** is attached for the students. They will also need to cook their evening meal and breakfast on camping stoves, and therefore, as a team will need to organise and bring with them their meal, as well as their breakfast, and bring packed lunches and snacks for both days. They will be fully informed of requirements and will work as a team to organise this.

Transport: Due to the large numbers of students and in an attempt to keep the cost down, we need you to drive your son/daughter to the venue on the Saturday morning to be there for a **9am start**. They will then need to be picked up on the Sunday afternoon at approximately **1pm**. The address is at the top of this letter. It is advisable to team up and car pool to try and reduce the transport costs.

Payment: As this is a professional company organising the training, payment has to be made in advance. We have paid a deposit and will need to pay the balance after the weekend. Thus, at least £100 of the final total of your D of E fees on Parentpay will need to be paid by the 20th April. If it is not paid, your son or daughter's place on the training weekend will be in jeopardy. Once it is paid, if your son or daughter cannot be there for the whole weekend, unless permission has already been given, then the £100 will not be refunded.

Please note that payments are non-refundable as the school makes a financial commitment to the tour operators and other companies based on the number of places we book. Should you secure a place for your child and subsequently decide to cancel, you may be liable to pay any

outstanding balance in full, which we have already committed to the operators or venues. However, if your child is unable to travel due to ill health, a medical certificate to cover the date/dates involved from GP/hospital will be required, in order that a claim can be made through the school insurance. Without this evidence we will be unable to make any refund.

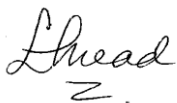
Behaviour expectations: As you know, we have the highest expectations of our students for their behaviour and conduct around school. and they rarely let us down. However, please be aware that your child's place on any school trip is dependent on their ability to cooperate fully with staff and other students, to be a responsible member of our community and to comply with school rules. In the unlikely event that a member of staff feels this is not the case, they reserve the right to withdraw a child from a trip for safeguarding purposes. Please note that payments are non-refundable and you may be liable to pay any outstanding balance in full, which we have already committed to the operators or venues.

Behaviour in school prior to the trip is also now of critical importance. If your son/daughter does not meet our behaviour expectations in school in the weeks ahead of the trips, you will be informed via an email and he/she will be put on notice to improve their behaviour or forfeit the right to finish the Award with us as a school.

Throughout the weekend, my contact number for use in an emergency will be: **07789 112457**. The emergency contact for school will be Mr Tom Brixey who you will be able to contact on: **07841 308602**. However, please only use this in an absolute emergency.

If you have any questions about this weekend, please do not hesitate to contact me on emead@theweald.org.uk

Yours faithfully

A handwritten signature in cursive script that reads "E Mead".

Esther Mead
D of E Co-ordinator

Training Weekend Kit List

- rucksack
- suitable shirt
- warm top (fleece jacket)
- waterproof jacket and trousers
- suitable walking trousers
- walking boots and socks
- change of underwear
- nightwear
- warm hat and gloves
- Torch and batteries
- wash bag (toothbrush, soap etc)
- personal medicines
- Tent
- sleeping bag
- sleeping mat
- cooking stove and matches or lighter (group);
- food for evening meal and breakfast
- Knife, fork, spoon, plate, bowl, mug
- washing up materials (group)

A packed lunch is required for **both** days of the weekend.

On **ALL** weekends: A reusable drinks bottle is needed.

**Blackland Farm, Grinstead Lane, Sharpthorne
West Sussex, RH19 4HP**

Directions to get there can be found on the website below:

<http://4thdimension.co.uk/contact/>

When you arrive, drive straight in and continue straight down to a car park on the right. There will be a large abseiling tower: drop off near/by there. Members of staff will be there to direct you.

