



Hill View Primary

16th - 18th July 2025



Staff Attending



Miss Forbes (Trip Leader)



Mr Ward (Safeguarding Lead and First Aid)



Mrs Ponchaud



Miss Goodship



Mrs Des fountain (First Aid)



Mrs Witt (First Aid)

All the adults in attendance are subject to enhanced DBS scrutiny as per school policy.

We will work on a ratio of **1:10** for pupil support. Both male and female staff are in attendance to support as required.

Timetable of activities over the three days

The children will be split into groups, each completing all the activities over the three days.

We are planning to leave Hill View at 10:30 on the Wednesday.

We will be returning to school for normal pick-up time.

Day	Session	Activity
Wednesday	12.00	Arrive Hooke Court - Own Lunch
	13.30	Shelter Building Own Activities
	16.00	Evening Meal Camp Fire
Thursday		Breakfast
	09.30	Forest School Activities - make bread, light fires, art in nature
	11.30	Lunch
	12.15	Gp1 Mud Run Gp 2 Low Ropes and Orienteering
	14.00	Break
	14.15	Gp 2 Mud Run Gp 1 Low Ropes and Orienteering
	16.00	Own Activities Evening Meal Night Line
Friday		Breakfast
	09.30 12.00	Bridge the Moat Lunch & Depart Hooke Court

Activities

- Shelter building
- Bridging the moat
- Camp fire
- Nightline
- Mud-run
- Team building activities
- Low ropes and orienteering
- Forest school

Key things to note:

Please provide sun-cream but please consider that some sun-cream is nut-oil based and so should not be provided.

Old clothes only for the mud run!

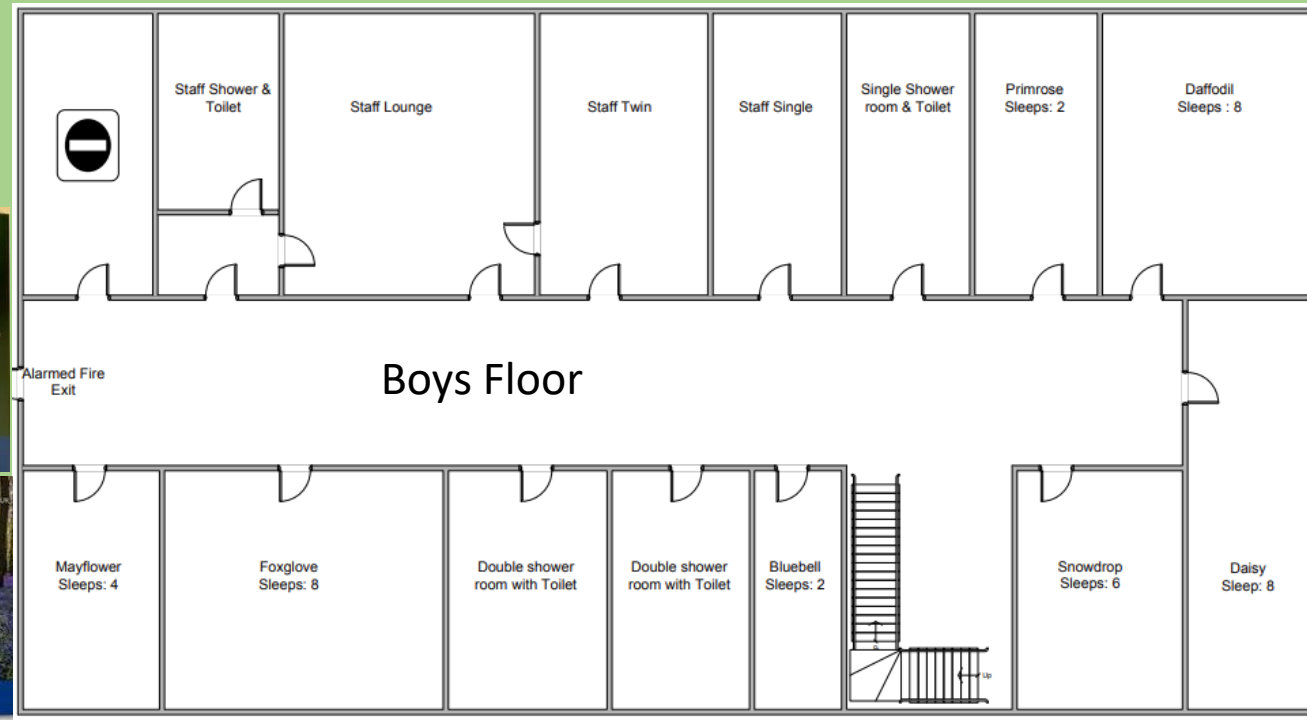
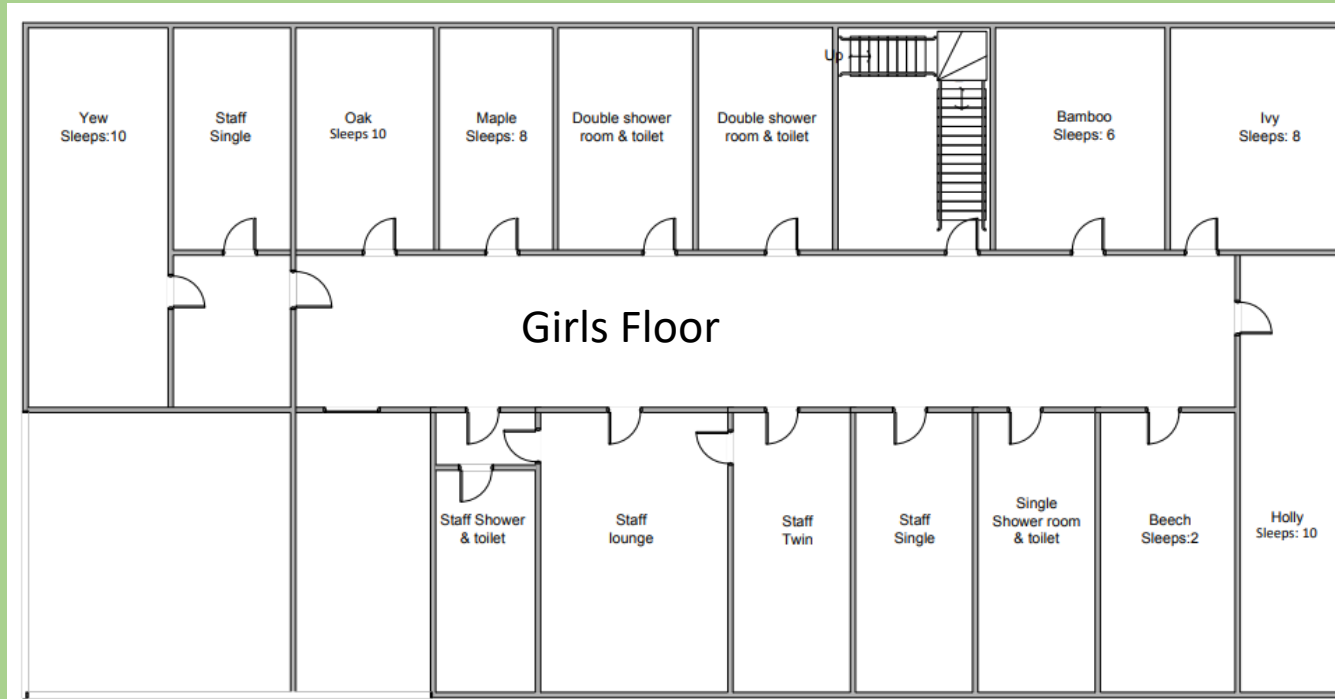
Clothing

Please use the following checklist to help pack bags: (Please ensure clothes are named)

- Toiletries bag containing: toothbrush, toothpaste, soap, hairbrush etc (no aerosols)
- Swimming costume (for the mud run).
- Towels
- Night clothes
- Socks and underwear
- T-shirts, shirts / blouses (at least 1 with long-sleeves)
- Thick sweater or sweat shirt, lighter sweater for inside
- Trousers, jeans, tracksuit bottoms, shorts or skirts as required
- Waterproof jacket (and trousers if you have them)
- Sturdy shoes or wellingtons – necessary all year round for outside activities
- 2 Pairs of trainers (one old pair that can get wet)
- Cuddly toy
- Large plastic bag for dirty clothes
- Sun hat and cream (in summer)
- Water Bottle
- Disposable Camera
- Lunch on day of arrival
- **Sleeping bag.**

Accommodation

- There are two buildings that have a connecting corridor.
- All pupils will sleep on the first floor – boys in one building and the girls in the other.
- All pupils will be given the chance to **choose** 4 names of others who they wish to share a dorm with. We have made sure that they are with at least one of these, in some cases more.
- Staff are spread out along the corridor.
- A bed sheet, pillow case and pillow are provided. However, **towels are not**.



Food

- At this point, we are unsure of the exact menu.
- Child friendly.
- All dietary requirements considered (this does not include picky eaters).
- Previous examples have included: pasta (sauces served separately), BBQ, sausages, pizza and a range of healthy breakfasts, salad and vegetables.
- Lunch is usually a sandwich (option of filling), fruit and a side (cake or crisps).
- There are also biscuits and fruit for mid-morning snacks.
- Food is not allowed in the bedrooms – **please do not pack any form of food, drinks or snacks.**

Please ensure your child has a packed lunch for the Wednesday- this needs to be in disposable packaging.



Risk Assessments

- All activities are Risk Assessed in a clear and detailed manner
- All aspects of site movement is also clearly Risk Assessed.

Risk Assessment Matrix						
Likelihood ↑	5	Medium/ High	Medium/ High	High	High	High
	4	Low / Medium	Medium/ High	Medium/ High	High	High
	3	Low / Medium	Low / Medium	Medium/ High	Medium/ High	High
	2	Low	Low	Low / Medium	Low / Medium	Medium/ High
	1	Low	Low	Low	Low / Medium	Medium/ High
		1	2	3	4	5
		Effect →				



First Aid and medicines



- We will be taking qualified first aiders from our own staff to support the centre, should this be required.
- All medicines will need to be submitted on the day under a fresh medical form as these are being removed from site. To support this, we require your authorisation to administer any medication to your child.
- Please ensure that all medicines are placed into a labelled, sealable bag with the medical form included.
- All medicines will be administered by two first aiders.

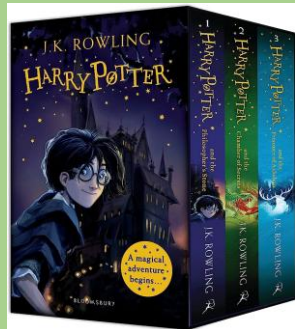
Additional information:

- A packed lunch for Wednesday 16th July will be required. If you use hot meals, please order as you would for a normal school trip.
- Please ensure that your child knows how to make their own bed (sheet/pillow). Staff will help but naturally cannot do 60+ beds. Each child must bring their own sleeping bag.
- Please ensure that pupils are aware of how to wash and dry themselves independently. It would be worth those with long hair wash it thoroughly before going as drying facilities are limited.
- The “own activities” will be activities facilitated by Hill View Staff. **Games/ football**
- For the “Mud Run”, please ensure that pupils have got an extra change of clothes and shoes. These items need to be either put into a bin/plastic bag after the activity or potentially disposed of when the pupils return. This activity is very messy and the mud is renowned for sticking to clothing.
- Children have to wear long sleeves and trousers for the mud run to be able to participate.
- We know our pupils well and how they can represent our school and themselves brilliantly. If, however, behaviour does fall short, we do reserve the right for the safety of the entire party to call you to collect them, irrespective of the time.
- We should arrive back at school ready to dismiss as usual.

Can bring



Roll on only



Can't bring



Lost Property

We recommend you write a list of what you pack to check before you go home. If you do leave anything behind, please contact your party leader.

What NOT to bring...

- X Electrical Devices
- X Jewellery/Valuables
- X Computer Games
- X Aerosols
- X No mobile phones!



Any questions??

If you wish to speak privately, please make contact your child's class teacher.

Who is
responsible
for me?

