

Headteacher: Mr D B Jones
Deputy Head: Mr S P Salmond
Admin. Officer: Mrs S E Sivyour



Telephone: 02392734787
Fax: 02392296444

St Ronan's Road, Southsea, Hants PO4 OPX
Email: admin@craneswater.portsmouth.sch.uk
www.craneswater.portsmouth.sch.uk

December 2024

Dear Parents and Carers

HOOKE COURT – FINAL ARRANGEMENTS

Wednesday 15th January 2025

YOUR CHILD WILL NEED TO BRING A PACKED LUNCH AND A DISPOSABLE DRINK (NO WATER BOTTLE) ON THIS DAY. PLEASE USE A LABELLED DISPOSABLE BAG.

- Children are to arrive at school at the normal time suitably dressed for the trip (not in school uniform).
- Bags are to be taken and left under the **shelter in the middle playground.**
- Children are to go to their classes when the bell goes as normal for registration.
- They will depart at approximately 9.15am – 9.30am
- You are welcome to wait and wave your child off. Please wait on St Ronan's Road. Please be reminded that the car park is not in use.
- Eating and drinking will not be permitted on the coach or in the rooms so please **do not pack any snacks or sweets.**

Friday 17th January 2025

We anticipate arriving back at approximately 3.30pm. A text will be sent only if we are going to be delayed. Please wait in the front playground until advised by a staff member to greet your child in the middle playground. This will happen once **all** children, staff and baggage are off the coach. You must inform a staff member before taking your child. Please do not wait on the pavement as we need to get the children off the coach and bags into the playground as quickly as possible to avoid causing congestion for the rest of the school at home time.

Suggested kit list for the trip:

Warm, waterproof coat
Hat, scarf and gloves
Wellington boots or walking boots (children must be able to put these on independently)
Long sleeved t-shirts – the more layers the better!
Jumpers/sweatshirts
Long trousers/jogging pants
Hand towel, flannel, soap
Toothbrush and toothpaste
At least 4 pairs of socks
changes of underwear
Pyjamas
Dressing Gown
Indoor shoes or slippers (children MUST have these as wellies or boots are not allowed indoors)
Comfort toy/teddy
Plastic bag for dirty clothes

Old, warm layers are best as children are out in the cold and all weather – jeans are best avoided. It would be very helpful if all items of clothing and your child's bag/suitcase could be clearly named or labelled.

POCKET MONEY

We advise that your child brings no more than £5.00. This should be placed in a sealed envelope with your child's name and the amount enclosed written on it. The envelope should be handed to a member of **participating staff in the playground on arrival at school**. They will have one opportunity to spend this in the tuck shop on one of the days. Please note: children are not allowed food in rooms other than sweets bought at the tuck shop so please do not send food or 'midnight feast snacks' as it will be confiscated.

MEDICINES

If your child needs to take any medicines whilst at Hooke Court (including travel sickness tablets), these must be **clearly labelled with your child's name, dosage and time to be taken**. Again, all medicines need to be handed to member **of participating staff in the playground**. **Please ensure travel medication has been given to your child BEFORE coming into school on Wednesday**. If your child has medication that is **kept in the school office, please be advised that this will not be taken on the trip as you must check it has the required amount and is suitable to take in advance of the trip. Please provide the medication that you use at home**. This will ensure sure that there is no risk of emergency medication not being in the office once your child is back at school.

CAMERA

Your child may bring a camera, which must be labelled with their name. This is on the understanding that neither Craneswater nor Hooke Court staff will accept any responsibility for loss or damage. Cameras will be handed to staff to look after every evening.

MOBILE PHONES

Mobile phones (or any other electronic gadgets) are **not** to be taken on this trip.

LETTERS

If you would like to write to your child whilst they are at Hooke Court, the address is:

Craneswater Group, Hooke Court, Hooke, Nr Beaminster, West Dorset, DT8 3NX. You will perhaps need to send the letter before the trip to ensure they get it before they leave on the Friday.

EMERGENCY

Should an emergency arise and you need to contact your child whilst they are away, please ring the school during school hours (8.00am to 4.00pm). If an emergency occurs outside of school hours (4.00pm to 8.00am), please call on the school mobile 07800 810610.

We are all looking forward to the trip and hope that the children find it an enjoyable and valuable experience.

Yours sincerely

Miss Reeves
Teacher Organising Trip