



16 November 2015

Dear Parent/Guardian

## **Pencelli – Sunday 26 June - Friday 1 July 2016**

Every year, the school is allotted a week at the Wiltshire Outdoor Educational Centre at Pencelli. The Centre is located in the Brecon Beacons and the programme offers the opportunity for caving, climbing, canoeing, mountain biking and gorge walking under the instruction of fully trained residential staff. The course requires no previous experience or knowledge of the activities and is suitable for all boys.

The dates for the course will be Sunday 26 June to Friday 1 July 2016 and the cost will be approximately £380.00. If you wish for your son to attend this course, I request that you pay a deposit of £100 by **Friday 22 January 2016** so that I can confirm numbers and subsequent final payments.

Dates	Times	Cost	Requirements
From: Sunday 26 June 2016	Leaving: 1400	Deposit: £100	January 22 2016
To: Friday 1 July 2016	Returning: Approximately 1800	Balance: Approximately £280	February-May 2016

**Deadline for deposit payment: Friday 22 January 2016**

### **PAYMENTS:**

**Please pay online via:** [www.scopay.com](http://www.scopay.com). If you need a link code please email [amh@bws.wilts.sch.uk](mailto:amh@bws.wilts.sch.uk) (link codes are only needed for online account set up).

The Centre is limited to 70 places. In the event of over subscription, names will be drawn from those boys who have paid their deposit by close of school on 22 January 2016. If your son is unsuccessful in getting a place initially, then I will contact you to tell you which position he holds on the waiting list.

Your son will be covered by the school's insurance during this trip; a copy of which is available on the school website. Please ensure that we have current emergency contact details and details of any medical conditions and that your son takes all necessary medication with him on this trip.

Yours sincerely

Mr J M Oldham  
PE Department  
[jmo@bws.wilts.sch.uk](mailto:jmo@bws.wilts.sch.uk)

**BWS - EDUCATIONAL VISIT & ACTIVITY PARENTAL CONSENT & INDEMNITY FORM 4**

*This form is only required for **Overnight Visits**. When completed by parents of SWGS girls who are attending BWS-led joint visits, the word 'son' shall be deemed to mean 'daughter'.*

<b>NAME OF TRIP</b>	PENCELLI		
<b>DATE OF TRIP</b>	Sunday 26 June - Friday 1 July 2016		
<b>FULL NAME OF CHILD</b>		<b>TUTOR GROUP</b>	

**Details of Journey/Visit:**

Journey/visit to

From		To

I agree to my son taking part in the above trip. I have read the information sheet attached and agree to him participating in all of the activities described.

I acknowledge the need for my son to behave responsibly and to obey instructions given by staff at all times and I agree to indemnify the School and/or staff against any uninsured loss or expenses incurred as result of my son's misconduct or gross negligence, or reasonably incurred on behalf of my son during the trip.

**MEDICAL INFORMATION**

Does your son suffer from any conditions requiring medical treatment, including medication?

If yes, please give details:-

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Does your son have any other conditions which the staff should be aware of, such as bed wetting, severe homesickness or sleep walking?

If yes, please give details:-

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To the best of your knowledge, has your son been in contact with any contagious or infectious diseases or suffered from anything in the last four weeks that may become contagious or infectious?

If yes, please give details:-

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Has your son received a tetanus injection in the last five years?

If yes, please give date:-

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Is your son allergic to any medication?

If yes, please give details:-

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**Please outline any special dietary requirements or food allergies of your son:-**

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I agree for my son to be given the following medication if required:

Paracetamol	Yes	No	
Ibuprofen	Yes	No	
Imodium	Yes	No	
Rehydration sachet	Yes	No	

**DECLARATION**

I undertake to inform the Head Master as soon as possible of any change in medical circumstances between the date signed and the commencement of the journey.

I agree to my son receiving such emergency medical treatment, including :-

Anaesthetic as considered necessary by the medical authorities present.

Yes	No
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If the trip/activity is to be covered by the Schools' policy, a summary of cover is available from [www.bws-school.org.uk](http://www.bws-school.org.uk) under Parent Portal / Useful Documents. On the occasions that the cover is provided by a third party organisation, a copy of the insurance cover provided will be made available by the trip leader.

I understand the extent and limitations of the insurance cover provided

Yes	No
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**CONTACT INFORMATION FOR THE PERIOD OF THE TRIP/ACTIVITY**

Home Address	
Work Telephone No.	
Home Telephone No.	
Email address	

Please provide an alternative contact if you are not available

Name		Relationship	
Telephone No.			
Address			

Signed by  
**PARENT/GUARDIAN**

Please Print Name	Date	

**Please return to Mrs N Miles, School Secretary & Head Master's PA  
Bishop Wordsworth's School, Exeter Street, Salisbury SP1 2ED**

A copy of this form will be taken by the leader of any offsite trip or activity.