

Swanmead Community School



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Headteacher: Mr. M. Walker

9th January 2018

Dear Parents and Carers,

YEAR 6 CARDIFF TRIP – Monday 5th February 2018 – Wednesday 7th February 2018

Thank you for your continued support for our Cardiff visit. We have now finalised the arrangements and I can confirm the following details:-

Staffing: Cerin Hodder, David McMeakin, Andrew Whitfield, Mark Lees, Abigail Millard, Alison McGown, Michaela Sharman

Meeting: There will be a meeting in the school hall at **5:30 p.m.** on **Tuesday 23rd January** to go through the details of the trip; all are welcome and encouraged to attend.

Programme:

Monday 5th February - 10:00 a.m. Depart from Swanmead

On our way to Cardiff we will stop at Magor services. We will arrive at Urdd City Sleepover at 11.45 a.m. followed by eating our packed lunch at the harbour side. After lunch we will be visiting Cardiff Museum and Cardiff Castle. At 4.30 p.m. we will return to Urdd City Sleepover for dinner at 5.00 p.m. We will spend the evening at the Boulders Climbing Centre.

Tuesday 6th February

During the morning we are going to Techniquet, an interactive Science Park followed by a guided tour of The Principality Stadium. Dinner will be back at the Urdd City Sleepover and in the evening we are going to Hollywood Bowl.

Wednesday 7th February

For our final day we will be visiting the "Big Pit" Mining Museum, we will have lunch at the museum and are aiming to leave at 1.00 p.m. and **should return to Swanmead at approximately 3.00 p.m.**

The School will be telephoned when the group leave Cardiff and a message posted on the school door to inform the estimated time of arrival if much later than the planned time. Pupils with mobiles will also phone.

In order for the bus to safely arrive back at Swanmead, parents meeting the party must not park in the spaces at the front of the school.

Finance: Please make sure that all contributions still owing are made to the school as soon as possible, and certainly by Friday 26th January 2018. The total amount payable is **£180.00** and should be passed to Mrs. Spurway. (Therefore parents who have paid the two deposit amounts of £50.00 now owe **£80.00 to finalise the payment**).

Emergency Contact:

In case of emergency should you need to contact us when we are at Cardiff:

During the day – contact the school office and they will contact us.

Out of school hours - please phone 02920 635678 which is the Urdd City Sleepover at Cardiff Bay and leave a message, we will get back to you at the first opportunity.

Groups: There will be seven groups of eleven children. Each group has a leader for travel and during visits, all group members must stay in these groups at all times unless instructed otherwise by Mrs Hodder. All children will be given information that they must keep with them at all times when in Cardiff.

Accommodation: The Urdd City Sleepover is very secure and entry to the rooms and buildings is by swipe-card. All children will be in dormitories that have en-suite facilities. Children will be expected to make their own beds but all bedding is provided.

Meals: All meals except for lunch on Monday are included in the cost of the trip. Please bring a packed lunch for Monday. Please note that pupils may bring snacks including sweets (strictly no chewing gum) with them on the trip to eat during the day but they must not be consumed in their rooms at The Urdd at any time.

Behaviour: The success of the visit and everybody's enjoyment depends on all pupils being sensible and well-behaved at all times around Cardiff, following instructions and listening well. If your child puts their own safety or the safety of others at risk by misconduct you will be contacted and may be asked to make arrangements to collect them on that day.

Valuables: Named mobile phones are permitted and may be used to play music and take photos when a teacher allows it. When a teacher asks for the phones to be switched off they must except in cases of emergency (if a pupil gets separated) and must not be used for phoning home. Cameras are permitted. Please note that if valuables are brought on the trip all pupils must look after them themselves and it will be their responsibility.

Spending Money: There will be opportunities to spend money on this trip, the recommended amount of spending money is up to £20 which must be brought in a named wallet or purse and all pupils must look after it themselves. No one will be allowed to borrow or lend money so encourage your child to make sure they don't spend it all in one go!

Walking: There is a lot of walking on our trip; therefore sensible, comfortable shoes are essential.

Thank you for your help in these matters. We are looking forward to a very enjoyable trip! Please don't hesitate to contact me at school if you have any further queries.

Yours sincerely,

Mrs Cerin Hodder
Trip Co-ordinator