

GROVELANDS SCHOOL TRIP GUIDELINES

Thank you for helping on our school trip, it is very much appreciated. Please read the following guidelines carefully before we leave.

Your child's teacher retains responsibility for all the children in the class throughout the day, however as a helper looking after a group, we ask you to share some of that responsibility. You have a vital role in both ensuring the safety of the children and helping them to get the most from the trip.

We welcome parental help on trips and generally try to accommodate all parents who wish to join us. However, we are often restricted by the number of seats on the coach or by restrictions placed by the venue. In these circumstances we hope parents will understand if we have to decline their offer. All parents that accompany children on a trip must have a valid Grovelands CRB and have been in school within the last term.

Below are some guidelines you are required to follow while on the trip:

- Ensure your entire group are in sight at all times.
- Please talk to the children about the things they see.
- Mobile phones should be turned off at all times (unless there is an emergency).
- You should speak to one of the teachers if you have any concerns and follow their guidance on all matters concerned with the trip.
- Please ensure that children are supervised in the toilets at all times. Boys can be taken into the 'Ladies'.

On the coach

We usually get on as a whole class, however if your class are split between coaches, please remember which coach you were on and which class you came with, this will ensure you come back on the same coach.

Please help your group to put away their belongings safely and put their seatbelts on. On arrival, please remind the children to take their lunches/clothing with them. Children are not permitted to eat or drink on the coach and seatbelts must be worn at all times.

Back to school

Please check what time you need to meet back on the coach before you leave and ensure you are on the right coach at the right time. On leaving the coach, please check the children have taken everything with them.

Thank you for coming, we couldn't do it without you!

