



Ghyllside Primary School – Year 6

York Residential Visit

Monday 24th March 2025 – Wednesday 26th March 2025

IMPORTANT TIMES/DATES:

8.45am Monday 24th March - Meet at school, with a packed lunch & wearing school jumper

4.00 pm Wednesday 26th March - Return to school

Objectives

- To improve and develop social skills and independence.
- To understand how life is different in a city.
- To visit points of interest, including Jorvik, The National Railway Museum and York Minster.

Itinerary

Monday 24 ^h March	8.45 am	Meet Group Leaders and wait with them at Ghyllside Primary School
	9.00 am	Coach leaves Ghyllside Primary School
	12.00pm	Arrive York Youth Hostel
	1.00pm	Visit York Minster
	3.00pm	City Walls Walk and City Walk
	5.00pm	Return to Hostel
	Evening	Evening meal in the Hostel, Journals in bedrooms
Tuesday 25 th March	Morning	Breakfast, then walk to...
	10.00pm	Jorvik and Dig
	2.00pm	Visit the York Castle Museum
	Evening	Evening meal in the Hostel, Journals
Wednesday 26 th March	Morning	Breakfast
	10.00am	Visit to the Railway Museum
	12.00 am	Lunch at the Hostel
	1.00pm	Leave York
	4.00pm	Arrive at Ghyllside Primary School

N.B . Please could the parents of any children who require travel sickness medication ensure that their children have had their tablets prior to travel. Medication for during the journey and the return journey should be sealed in an envelope with the child's name and instructions for administration on the outside. The child's group leader will ensure the medication is given at the specified times.

Staff and Groupings

Trip Leader – Liz Meyfroidt
Deputy Trip Leader – Andy Phillips

Accompanying staff – Emma Cattermole, Lindsey Longcake, Jill Able, Ali Crowther, Emily Garbutt, Mark Jones.

The children will be organised into set groups for the duration of the visit, supervised closely by an adult at all times from when we leave Ghyllside School on the Monday morning until each parent claims their child on our return on the Wednesday. All adults and children will be briefed to remain in their groups at all times, in close contact with their supervising adult. We will also put in place clear procedures for what to do in the unlikely event of an accident or a child going missing (see below).

All adults will carry mobile phones, emergency contact numbers, pupil information packs, medication, first aid kits, city maps and information. The whole group will be briefed each day on our proposed itinerary, specific journeys and meeting points.

The children will also be issued with an Emergency Contacts Card (see below).

Accommodation and Food

The group will stay in single-sex, mainly en-suite dormitories. In dormitories that are not en-suite the showers/toilets will be shared with another dormitory with Ghyllside children in it. They will not be accessed by the general public. The dormitories will lock from the inside and children will be instructed to only allow accompanying staff into their rooms. The children will also be briefed on how they will be expected to behave in the building. Staff will monitor the behaviour of children in rooms and pupil welfare. Staff members will sleep in rooms nearby; the children will be shown exactly where these rooms are in case adults are needed during the night. Children will also be talked through emergency procedures and rendezvous points.

The children need to bring their packed lunch for the first day, but from then on food is provided by the Hostel; evening meals and breakfast will be eaten in the Hostel's dining room and we will be provided with packed meals for lunch. The Hostel will make provision for children with specific dietary requirements. All children must bring a refillable water bottle to use each day.

It might be wise to send your child with a pack of 'brunch' type cereal bars or flap jack to fill any hungry gaps that might appear.

Clothing and Equipment

The children need to travel light. The children will be expected to carry their own bags up the stairs in the Hostel so please **do not over pack**. We suggest mini or trial sizes of toiletries.

Children need a small rucksack for travel items, food and daily use and a mid-sized rucksack or small case on wheels for your child's clothes and toiletries. During the visit we will be walking everywhere so children need light-weight comfortable clothing that dries quickly (a rain coat is essential) and comfortable, robust footwear.

Clothing (in addition to what they have on):

A waterproof coat is essential!

Spare Ghyllside jumper

Socks x 3

Underwear x3

T - Shirt x2

Warm jumper

Spare pair of comfortable trousers/tracksuit bottoms

Night clothes

Slippers/indoor shoes for the hostel

Waterproof trousers (if you have them)

Gloves + hat

Comfortable footwear to walk around York (we will be doing a lot of walking)

Toiletries:

1 large towel

Shower gel/soap

Toothbrush + paste

Hairbrush

Sun cream (staff will also have a supply to share if necessary)

Equipment:

Notebook and pencil case.

A refillable water bottle and packed lunch box.

Children will not need mobile phones. All parents will be able to contact Mr Phillips or Mrs Meyfroidt through the school number (01539 814930) in the event of an emergency at home. If a parent needs to be contacted this will be done through the adults on the trip using the contact information you provide. An important part of the visit is developing your child's independence; a few days away is a good starting point.

Children are encouraged to bring a camera, a good book to read and travel games. We will not ban the use of electronic equipment such as MP3 players and hand-held consoles. However, it is important that both parents and children understand that staff will not be held responsible for the loss, damage or theft of these items. If children choose to bring them they are responsible for looking after them. Please make sure they are clearly labelled.

We will provide activities during each evening of the visit, so, other than the journey, it is unlikely that children will have long periods of time with little or nothing to do.

PLEASE ENSURE ALL ITEMS OF CLOTHING AND EQUIPMENT ARE CLEARLY LABELLED AND YOUR CHILD CAN RECOGNISE WHAT BELONGS TO THEM.

Spending Money

Children are allowed to bring any amount of spending money up to a **maximum** of £20. This may be used to purchase any additional drinks and snacks during the visit and any souvenirs. The money must be kept in a named wallet or purse and handed to their group leader at Ghyllside School for safe keeping. They will be given their money at various points during the visit and asked to account for their spending in their Journal (see below).

All entry fees and travel costs whilst in York are included in the trip cost, so there is no expectation for children to spend additional money if they do not wish to do so.

Conduct and Expectations

It goes without saying that children are expected to behave in an exemplary manner at all times on the trip. We will maintain high expectations for both safety and social reasons. If any child fails to behave appropriately during the visit their parents will be contacted. This may sound a little extreme but it is essential that the behaviour of one individual does not endanger other pupils, spoil the residential experience or discredit the school.

Pupils will be briefed on how they are expected to behave in York and also asked to consider how they might respond to the unusual situations or sights that they might encounter in a busy, bustling city.

Journals

In an effort to enhance the value of the visit we will expect each child to complete a journal during the trip. This will be for recording what happens (events and reactions), any sketches or pictures and to be used as a scrapbook for photos, tickets and pamphlets etc. Therefore, each child needs to obtain a small hard backed notepad to bring with them. Children will be allocated time each evening to complete their journals; staff will provide coloured pencils, glue, etc. If a child can not purchase a suitable notebook for any reason, school will be able to provide a simple sketch pad for this purpose.

Insurance

All individuals are insured for the entire visit under the County's recommended policy. If parents wish to see the details of this policy they are more than welcome to ask at the school office. Parents may also wish to organise their own short trip insurance for the visit as an additional precaution. This is at your own discretion.

Medical Information

All relevant medical information has been requested on the Parental Consent form. This information will be held by the Trip Leader and by your child's Group Leader. Prior to the visit all staff will be briefed on the nature of any specific medical conditions and associated medicinal requirements.

Group Leaders will be responsible for looking after and administering medication. Please ensure that medication is kept in a clearly labelled container, handed to your child's Group Leader at Ghyllside School and that enough is provided for beyond the duration of the trip, in case of any delays.

Staff will also carry First Aid kits and basic medication. Parents will be contacted if it is deemed necessary to administer any non-prescription medication. The Deputy Trip Leader will carry a comprehensive First Aid kit.

Safety and Emergency Procedures

A comprehensive Risk Assessment for the entire visit has been completed by Mrs Meyfroidt and submitted to the LA for approval. As a result of previous visits at the Hostel and all the venues on the itinerary, including all the walks to be undertaken, wet weather alternatives and opportunities have also been identified.

All accompanying adults will be taken through the Risk Assessment and procedures that will come into play in the event of an accident or missing child. All adults will carry mobile phones, emergency contact numbers, pupil information packs, medication, first aid kits, city maps and information. The whole group will be briefed each day on our proposed itinerary, specific journeys and meeting points.

In addition to this, all the children will be briefed on exactly how to respond in the unlikely event of an incident like this. In particular, if they are lost they are to remain in the same place until an adult from the group returns to them. If a staff member does not come to them after a brief period of time (roughly 15 minutes) they are to venture into the nearest shop, hotel or museum, explain their situation to the staff and ask to be put in contact with Mr Phillips, York Youth Hostel or Ghyllside School. Each child will carry a card which carries Mr Phillips' and Mrs Meyfroidt's mobile phone number, the Hostel Number and School's Phone Number. Your child will not be identified on the card.

Contacts

School Office: 01539 814930

York Youth Hostel: 01904 653 147 or 01629 592 700