(OV3) GENERAL BRIEFING SHEET – VISITS/ADVENTUROUS ACTIVITIES (PARENT/CARER)
(Please keep this information in a safe place for future reference if needed)

ALTON TOWERS, STOKE ON TRENT

1) **Organiser/Visit Leader:** Miss H Flint, Assistant Head

2) **Deputy Visit Leader:** Mr C Hall, Year Progress Leader

3) **Telephone:** 01623 474700
Address of establishment/base: All Saints' Catholic Voluntary Academy, Broomhill Lane, Mansfield, NG19 6BW

4) **Purpose of activities/event:** 'Rewards Day' activity

5) **Description of the activities/event: *** Alton Towers, Farley Lane, Alton, Stoke on Trent, ST10 4DB. Telephone 01538 704096

6) **Date(s) of event:** Friday 14 July 2023

7) **Departure from school:** 8.00 am **Return to school approx:** 5.30 pm (The coach will aim to return by 5.30 pm although there may be delays dependent on traffic). **Please take account of the leaving and return times when planning how your child will arrive at school/return home.**

8) **Travel arrangements:** By coach. Redfern Travel, Redfern House, The Sidings, off Debdale Lane, Mansfield Woodhouse, NG19 7FE. Telephone 01623 627653

9) **Cost of the trip: £37 Payment to be made via Arbor. Cash and cheques will not be accepted.**
Any extras (e.g. spending money):
Students will need to bring with them a packed lunch and drink(s) for the whole day. Alternatively, students may wish to bring money with them to buy refreshments at the venue.
If your child qualifies for a free school meal, and you would like the school to provide a packed lunch and drink, **please indicate this on the OV4 Consent & Medical Form.** If you do not indicate that you wish a packed lunch and drink to be provided, it will be assumed you will make your own arrangements regarding refreshments.

10) **Deposit/cancellation/behaviour information:**

AS PLACES ARE LIMITED, THIS TRIP IS ON A 'FIRST COME, FIRST SERVED' BASIS

- If you choose to remove your child from the trip, or if your child is removed by the school from the list of participants due to bad behaviour, you will not receive a full refund.
- Please also note that the school reserves the right to withdraw students from the trip with regard to safeguarding concerns.
- If a student withdraws from a trip due to positive Covid-19 testing or any other reason, applications for refunds will be dealt with on an individual basis.

11) **Staffing and supervision arrangements:**
Lead staff member: To be confirmed
Will there be any unsupervised activity? Yes
Give details: Throughout duration of visit at park although there will be a check-in point throughout the day.

12) **Clothing/mobile phones:**

- Students may wear their own clothes but the school asks that students are dressed appropriately.
- It is advised that students should bring with them sun screen/hat in case of hot weather.
- Students can bring their mobile phones but school will not accept any responsibility for lost items.

13) **Nominated contact person:**
This person holds contact details of the entire group and can assist you in the event of an emergency:
Name(s): Mr Cuomo (Head), Mr Hutchinson (Acting Deputy Head), Miss Flint (Assistant Head)
Landline: 01623 474700 **Mobile:** 07590 983479

14) **Contacting the authority:**
The Emergency Planning Team, now based at Loxley House, will be available should any incidents or accidents occur.
In hours: Landline – 0115 8764608 Mobile - 07985 381931
Out of hours: Landline – 0115 9151640 Alternative **-** 0115 9151633