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Cleves School
Learning Together

Cleves School
Oatlands Avenue
Weybridge
Surrey
KT13 9TS

Monday 9th March 2026

Dear Parents/Carers

Y4 Residential Trip - Hooke Court - Tuesday 21st April-Friday 24th April 2026

STAFF

Miss Robjohn, Mrs Herriott, Miss McDaid, Mr Jacoby, Mrs Bishop, Mrs Tao, Miss Crookes and Mr Lockyer and our lovely parent helpers.

Thank you very much to all of the parents who have kindly volunteered to come with us to Dorset.

ACCOMMODATION

The children will be staying in dorms, sleeping between 2 and 12. Room allocation will be organised according to the needs of the whole year group. We cannot guarantee they will be with a chosen friend, although we will try to accommodate their requests. They will be informed of their room-mates on arrival. Dorms will be inspected daily! There will be a set time each evening when all the children must be in their room and a 'lights out' policy will be established. Each morning there will also be a time when the children may not leave their rooms or disturb others (we all need our beauty sleep!).

At no time during the trip will the children be unsupervised.

CLOTHING - FUNCTION OVER FASHION!

The following items are a guide to what you may want to pack, but obviously it's at your discretion! Please make sure that **everything** they bring is **clearly labeled** (even marker pen initials are better than nothing!). To make it easier for each child to be responsible for their own clothing, it is useful to get them involved with the packing. Please provide a packing list and a bag for dirty clothing. If possible use a 'pull-along' style of case as children have to carry their own bags, and some of the dorms are at the top of a long flight of stairs, so bear this in mind when packing!

Kit List

Sleeping bag or duvet (bottom sheet and pillow are provided)

Waterproof coat

Pyjamas

Trousers/ tracksuit bottoms/combat (no Jeans)

Warm jumpers/sweatshirts

T-shirts (at least 1 with long sleeves)

Sun cream and sun hat

An outfit for the Barn Dance (eg checked shirt)

Refillable named water bottle

Washing kit - including toothbrush & toothpaste

(NO AEROSOL DEODORANTS PLEASE, ROLL-ON ONLY)

Towels - bath, shower cap

Tissues (packet)

Trainers (x 2) and slippers/flip flops

Underwear and plenty of socks

Teddy!

Large plastic bag for dirty clothes

NO aerosol deodorants

NO mobiles, electronic devices such as smart watches (simple wrist watches are fine), jewellery etc.

NO AirTags

NO crop or tie-front tops, unsuitable slogans/images on any clothing, extremely short Shorts!



TRAVEL ARRANGEMENTS

On the morning of departure children should be in school between **8.15am and 8.25am**. They should leave their clearly labeled luggage outside the dining hall if dry, in the lunch hall if wet. Please say your goodbyes at this time, as the children should then make their way to their classroom. **All Children must bring a packed lunch for the journey** (nothing will be provided by the school). However, if you are entitled to a free school meal, please email jpoole@cleves.co.uk by Monday 13th April. Please observe our **NO NUTS, SESAME SEEDS, HUMMUS, SEAWEED OR FIZZY DRINKS** policy, thank you. Please ensure that food and drink containers are suitably robust - there's nothing worse than soggy sandwiches - but everything must be DISPOSABLE except for their refillable water bottle. A small lightweight rucksack or gym kit drawstring type bag is ideal for the coach journey containing perhaps a book/comic, small game, playing cards etc. **Please do not pack any food items in the children's luggage.**

We anticipate arriving back at Cleves on the day of return between 3.30pm-4.00pm. We will email out via the parent email system to confirm arrival at Hooke Court and updates of our ETA on the way home. PLEASE ENSURE THAT YOU ARE AT CLEVES TO MEET YOUR CHILD.

MEDICATION

Medical forms have already been emailed out and returned. If you need to make any amendments to your child's form it is essential that you email jpyott@cleves.co.uk as soon as possible prior to the trip.

There is no time on the morning of the trip to collect medication, so if your child is required to take pills or medicine, please bring them into school, **only** on the date below, in a clearly labeled bag. All medicines should be handed in at this time and also any travel sickness pills for the return journey. **This is also the time to inform us of any other medical information we should know of:**

Thursday 16th April - 4J - 3.20pm-4pm only

If your child has an Auto-Injector Pen or Inhaler at school, this will go with them on the trip. Please ensure they also have a spare Inhaler with them. If your child needs to take a travel sickness tablet, please ensure this is given to them prior to their arrival at school.

If medication is prescribed just prior to the trip, and not showing on the medical form, please ensure we are informed and have full details regarding dosage and timings.

If there is anything you would like to discuss of a confidential nature, please contact Mrs Pyott either by phone or email on jpyott@cleves.co.uk.

Please note the Emergency Contact Number for Hooke Court is: 01308 862260.

We hope this covers everything you need to know, however if you do have any other questions, please either ask your child's teacher or email Mrs Poole - jpoole@cleves.co.uk.

We are all looking forward to a very successful trip to Dorset.

Yours sincerely

Miss Robjohn

Year 4 Head of Year & Trip Leader

Reminders

- **Free School Meals to be ordered by Monday 13th April - ordered through lunch system or contact jpoole@cleves.co.uk**
- **Medical Drop-In - 3.20pm-4pm - Classroom 4J - Thursday 16th April**
- **Departure - In school between 8.15am- 8.25am - Tuesday 21st April - WITH PACKED LUNCH!**
- **Return - Approximately 4.00pm - Friday 24th April**