



Wadham School

A Church of England Community School

"Life in all its fullness" John 10:10



Dear Parent/Carer,

20th September 2023

Re: Travel Group Guidelines – Belgium Trip, 2023

It is important on any school trip that students abide by the rules and ensure that they do not place either themselves or others in danger. This is particularly important regarding the factors below.

- Although they will not be in uniform, students will be representing Wadham School whilst away and must be aware that any anti-social behaviour will result in discipline, such as having to sit or walk with a member of staff for an extended period, if considered necessary it could be all days remaining on the trip.
- The nature of the sites we visit must be respected, and appropriate behaviour must be adhered to. Sites are open to the public and often the people that work there are volunteers from commonwealth countries; again, anti-social behaviour (poor language, being unnecessarily loud, running around etc) can cause offence.
- When away from staff in what we call 'free time', looking around shops and places of interest, the students must be in groups of 3 or 4. Each group should contain one person with a mobile phone.
- Students must ensure they always have the emergency staff number with them. They should ensure the group leaders have their correct mobile number and check whether it will work abroad.
- Purchase and/or consumption of vapes, cigarettes and alcohol is strictly forbidden, any student found with/doing either will be reprimanded and parents contacted.
- It is possible to buy items and substances which are illegal in Britain. This is forbidden and any such items will be confiscated and, if necessary, handed over to customs or the relevant authorities.
- Whilst in the hotel students will be allowed in each other's rooms until informed by a member of staff (normally 9.30pm), after which time they must be in their own rooms. At no point will boy/girl couples be allowed in a room alone.
- Students must be prepared for us to check rooms and bags to ensure rules are being followed. This will be done sensitively and in a non-threatening way.
- Students will be responsible for their own money and a suitable secure method of storage will be necessary.
- Students must do as they are asked as failure to do so may lead either themselves or others being placed in danger.
- Any student who continually refuses to comply with instructions will be the subject of a phone call to parents. In extreme circumstances a student may be



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sent home with a member of staff. In all cases parents will be required to cover the cost of this repatriation.

- Whilst in the hotel/hostel the students must be aware of the expectations for good behaviour and that the school will be responsible for any damage in their hotel room.

I have been involved in many trips over the years and believe in students having a good time, and that they should develop a sense of confidence, independence and responsibility. This can only happen, however, if the rules above are followed and everyone supports each other. We are taking an excellent group of students with us, so I do not envisage any problems.

Please go through these points with your son or daughter, and sign below to say that you have read and accept them. The slip must be returned to Mr Cassidy. No student will be allowed to go on the trip unless the reply slip is signed and returned.

Belgium Trip 2023 Travel Group Guidelines

Student name:

I have read the information and discussed all the points with my son/daughter. I have talked with them about the importance of following group rules.

Signed: _____(Parent/Carer)

Print name: _____

Date: _____

Please return to Mr Cassidy at the earliest possible convenience.