



CATERHAM SCHOOL

1 July, 2011

To Parents and Guardians of all First Year pupils

Dear Parents and Guardians,

Attached please find details for the First and Second Year pupils' Activity Week, July 4 – 8. If you have any questions, please do not hesitate to ring or e-mail tutors, Mr Taylor or me at school 01883 343028. My extension is 297, Mr Taylor's is 272.

British summers being as they are, with regard to trips out, please make sure that your child has both sun lotion and an anorak in a small backpack.

Whilst on trips pupils must listen carefully to all instructions. We ask them not to bring any gum, sweets or fizzy drinks, or phones. They are welcome to bring water bottles, sandwiches and fruit to supplement the packed or picnic lunch. Please remind your child to take the opportunity to go to the toilet when there are facilities available. Children may bring puzzle books, cards or travel games for the journeys (non-electronic). They will have to wear seat belts and will not be allowed to get up and move seats.

On trips we are reminding pupils that they are going to be ambassadors for Caterham School. They must remember basic good manners; to keep out of peoples' way, and to be considerate when shopping or walking around in groups. Clothing should be SMART CASUAL, T shirts with inappropriate logos, football tops, bare midriffs and short skirts or shorts would not be appropriate clothing. On the French trip they will be sitting on the grass for a picnic lunch.

Here are some reminders;

- All personal property should be marked for easy recognition.
- Pupils are advised that they should not bring valuables and that if they do so, it is at their own risk.

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- **Phones and i-pods should not be taken on any school trips.** Phones can be left in lockers for use on return to school. For the First Year trip to France all phones should be left at home; a phone pyramid will be provided in case of a delayed return.
- Care should be taken with wallets. Pupils are advised to carry only enough cash for their needs and make sure that it is secure and non visible.
- Pupils must report immediately any loss of items to a member of staff.

Yours sincerely,

Lydia Tapley
Head of Lower School
Head of First Year
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1 July 2011

To all First Year pupils

Dear First Year Pupil

I hope that you are looking forward to our day trip to France. We had a super time last year and we had some wonderful photo opportunities. (no phone cameras!)

Firstly could you please make sure that you have handed your passport and EHIC to your Tutor. **DO NOT** just put it down on somebody's desk; it **must** be handed to your Tutor or Mrs Tapley directly.

Last year it was sunny and warm, so please bring your own sun lotion. However, it could be cold and wet this year so also bring an anorak in a small back pack.

Whilst travelling and on the coach and the Eurotunnel, please listen carefully to all instructions. The coach is the driver's responsibility. We must all do "our bit" to help keep it clean and tidy. **Please do not bring or buy any gum, sweets or fizzy drinks**; they will be confiscated. Please do bring a water bottle but consider your liquid intake during the journey very carefully. The journey is not too long, but there may not be toilets on the coaches. Please take the opportunity to go to the toilet, with staff permission, when there are facilities available. Please do not bring **or buy sweets** for the return journey, a sandwich and some fruit is a much better idea. Do remember to bring puzzle books, cards or travel games to keep you amused. **DO NOT bring phones, i-phones, i-pods or any electronic games.** You will not be allowed to get up and move seats.

Seatbelts must be worn.

Your behaviour must be exemplary as we are going to be ambassadors for Caterham School in France. Please remember basic good manners. Keep out of peoples' way, be considerate when shopping or walking around in groups. Please make sure that you are not being loud or disruptive.

I am looking forward to a great day at the end of a good year.

See you bright and early (4:45 am) on Thursday morning.

Yours sincerely

Mrs L Tapley
Head of Lower School
Head of First Year

**Activities and Dress Code for First and Second Year Pupils
during Personal Enrichment Week**

First Year

Date	Activity	Start	Finish	Extras	Clothing
Mon 4 July	Trip to Marwell Zoo	8:30 am	5 pm	No phones or i-pods - no sweets or fizzy drinks	As per attached letter
Tues 5 July	Visit of Year 5 pupils	8.30 am	4 pm	Pencil case & locker key	School Uniform. Bring Athletics kit including house tops and swimming kit.
Wed 6 July	House Music Competition	8:30 am	5:15 pm	Instruments & clothing as requested by House staff	As requested by House staff
Thur 7 July	Trip to France	4.45 am	7:15 pm	No phones or i-pods- no sweets or fizzy drinks bring packed lunch & water	As per attached letter
Fri 8 July	Assemblies & Sports' Day	8:30 am	4 pm	Check for any lost property! Parents welcome to watch Sports' Day from 1 pm	School Uniform

Second Year

Date	Activity	Start	Finish	Extras	Clothing
Mon 4 July	RPSE DAY	8:30 am	4 pm	Full pencil case	School Uniform
Tues 5 July	Trip to Box Hill	8:30 am	4 pm	No phones or i-pods - no sweets or fizzy drinks	As per attached letter
Wed 6 July	House Music Competition	8:30 am	5:15 pm	Instruments & clothing as requested by House staff	As requested by House staff
Thur 7 July	Trip to National Army Museum	8:30 am	4pm	No phones or i-pods - no sweets or fizzy drinks	As per attached letter
Fri 8 July	Assemblies & Sports' Day	8:30 am	4 pm	Check for any lost property! Parents welcome to watch Sports' Day from 1 pm	School Uniform

First Year Day Trip to **MONTREUIL**
 Thursday 7 July 2011

4:40 Arrive at Caterham School 4:50 Depart 6:50 Shuttle 8:30 Arrive in France	
<p>COACH 1 (French Time)</p> <p>9:30 Auchan, shopping</p> <p>10:15 Queue</p> <p>10:45 Depart Auchan</p> <p>11:45 Chocolaterie</p> <p>12:30 Depart Chocolaterie</p> <p>12:45 Arrive Montreuil</p> <p>Town Trail to Ramparts</p> <p>13:45 Lunch on Ramparts</p> <p>14:45 Continue Town Trail</p> <p>15:30 free time in groups</p> <p>Pupils must stay in groups of 4 and inform their staff leader where they intend to go. (1 staff member sitting in central place)</p>	<p>COACH 2 (French Time)</p> <p>9:30 Auchan, shopping</p> <p>11:00 Queue</p> <p>11:30 Depart Auchan</p> <p>12:30 Chocolaterie</p> <p>13:15 Depart Chocolaterie</p> <p>13:30 Arrive Montreuil</p> <p>Walk directly to Ramparts</p> <p>13:45 Lunch on Ramparts</p> <p>14:45 Start Town Trail</p> <p>15:30 free time in groups</p> <p>Pupils must stay in groups of 4 and inform their staff leader where they intend to go. (1 staff member sitting in central place)</p>
<p>15:45 Meet at the fountain</p> <p>16:00 Depart Montreuil</p> <p>18:20 SHUTTLE departs</p> <p>17:55 Arrive in England</p> <p>19:15 Arrive at Caterham School</p>	

Coach 1 – Leader Mrs Tapley
 Tel 07843 265533

Coach 2 – Leader Mr Jaundrill / Miss Cox
 Tel 07843 265534

Please DO NOT use these numbers unless it is an emergency.