



Dear Parent / Guardian,

Important things you need to know about your child's visit to Thorpe Woodlands Adventure Centre

Congratulations, your child is coming to Thorpe Woodlands for a residential adventure! This letter contains some important information about the centre, activities and our approach to outdoor learning and safety.

Thorpe Woodlands Adventure Centre is set in a stunning location within the heart of Thetford Forest. We offer a wide range of adventurous outdoor activities and believe passionately in the value of learning outside the classroom. Since opening in the 2009, thousands of children and young people have stayed at Thorpe Woodlands and have memories of their experiences which will last a lifetime.

Inclusion

We aim to provide a safe, welcoming environment for all who visit. The Centre and site are purpose built and fully accessible. Therefore, children and young people with additional needs are encouraged to take part in all aspects of the residential experience. In order to help us meet your child's needs, please ensure that you include details of any disability, medical conditions or relevant special needs on the consent form provided by your school. For obvious reasons, please do not send your child to Thorpe Woodlands if they are suffering from sickness, diarrhoea or any other virus which could be passed onto others. If your child becomes ill during their stay, we will contact you and arrange for them to be collected.

Activities

Your child will be participating in a full programme of activities which are designed to stretch and challenge them. These activities may include water sports, climbing, caving, cycling, zip wires etc. We recommend that you talk to your child about the importance of taking part in all activities and doing their very best. Our instructors will never force somebody to participate but we believe that being able to step outside of your comfort zone and take risks is an important aspect of a child's learning and development. We love seeing that look of pride and accomplishment on a child's face when they have achieved what they initially thought was the impossible! The Thorpe Woodlands' experience is all about developing independence, resilience, leadership and teamwork.

Supervision and Safety

We take our Health & Safety responsibilities seriously at Thorpe Woodlands by ensuring that activities are risk assessed, staff are competent, and all equipment is regularly checked. However, *Adventure Activities by their very nature involve an inherent level of risk*. By allowing your child to take part in our activities, we hope that you recognise the need to accept these risks because of the overwhelming benefits these experiences bring.

Insurance

Thorpe Woodlands Adventure Centre carries appropriate public liability insurance to cover claims arising from negligence and is under no obligation in respect of personal injury or loss. Individual Schools/Groups will have their own travel insurance and you may wish to consider private Personal Accident cover for your child.

Food

Mealtimes are an important part of the residential experience at Thorpe Woodlands and we try to ensure that our home cooked meals are enjoyed by everyone. We understand that some people are limited in the types of foods they can eat, and we will do our best to cater for any allergies, intolerances and special diets that you tell us about. If you have any concerns about the food provided by Thorpe Woodlands, please get in touch with us.



What to Bring – Top Tips

- **Involve** your child in packing so they know what they are bringing
- **Write names** on as many things as possible – we get lots of things left behind each week
- **Don't bring favourite or expensive clothes** – they may get lost or damaged
- **Practice** fitting a duvet cover and making a bed before arriving!
- **Money** – You don't need to bring any money as there is nowhere to spend it!
- **Sweets and snacks** – We would prefer that you don't bring any sweets or snacks but talk to your school if you feel differently
- **Do not bring mobile phones or electronic gadgets**

Thorpe Woodlands Kit ListTick when you have named and packed ☺ ✓

4 T- shirts (some long sleeved)	
2 sweatshirts/jumpers/fleece tops	
4 sets of underwear	
3 pairs of joggers/trousers/leggings	
4 pairs of socks (All socks need to cover ankles)	
2 pairs trainers (1 pair will get wet)	
Waterproof Jacket	
Pyjamas & slippers (if you have them)	
Towels / soap / shampoo / hairbrush / toothbrush /toothpaste	
Plastic drinks bottle (750ml - 1,000ml)	
1 pair of old trousers and a sweatshirt for caving (these may get damaged)	
2 plastic bags for wet/worn clothes	
Sun Hat / Sun Cream (May-September)	
Warm Hat and Gloves (September-May)	
Torch (September -May. Not too big or too bright – head torches are good)	
USEFUL EXTRAS	
Wellies, wet shoes, day sack, card games, book, hair bobbles for tying back long hair	

If you need medication remember to pack enough and tell your Leaders!

We will aim to re-unite any lost property with the owner but please bear in mind that this is not an easy task. If your child has left an item at Thorpe Woodlands and you would like to collect – please contact us as soon as possible.

Yours faithfully,

Tim Edmonds
Head of Centre



THORPE WOODLANDS PARENTAL CONSENT FORM

NAME OF CHILD: _____

DATE OF BIRTH: _____

VISIT(S) TO: THORPE WOODLANDS ADVENTURE CENTRE

I have received and read details of the above visit.

I consent to my child taking part in the activities indicated and acknowledge that adventure activities do carry some residual risks. Claims for personal injury or loss cannot be made against Thorpe Woodlands Adventure Centre unless they are a direct result of negligence.

I have read any information provided with regard to the standard of behaviour and/or code of conduct expected during the visit and I undertake to reinforce this information with my child (overleaf).

I understand that it is my responsibility to provide up to date information about my child regarding any special needs, allergies and medical conditions – including details of any prescribed medication doses and timings.

I consent to my child receiving medical treatment that, in the opinion of a qualified medical practitioner, may be necessary.

Please give your home address and contact phone numbers. If you will be away from home during the visit please give an alternative address where you, or a relative or friend acting for you, can be contacted.

Home Address

Name: _____

Address: _____

Post Code: _____

Tel: _____

Mob: _____

Alternative Contact if required

Name: _____

Address: _____

Post Code: _____

Tel: _____

Mob: _____

Please provide full details on the reverse of this page of any relevant special needs, allergies or medical conditions which relate to your child – including details of any prescribed medication doses and timings.

Signed (Parent or Guardian): _____ Date: _____.

Print Name: _____.



THORPE WOODLANDS ADVENTURE CENTRE Code of conduct

We strive to make Thorpe Woodlands a safe and happy place where all young people can thrive. Therefore, it is important that everybody behaves conscientiously and understands their personal responsibilities in relation to the safety and enjoyment of others.

If you can adopt the following rules you will be welcome at Thorpe Woodlands.

Participation – I will try my best to take part in activities.

Respect – I will treat others with respect and value their contributions, no matter how small.

Responsibility – I will take responsibility for my own actions and behaviour.

No Bullying - I will not intimidate others physically or emotionally.

No Discrimination – I will not treat anybody less favourably because of his or her disability, ethnicity, looks, gender, wealth, sexuality or any other personal attributes.

Help! – I will seek help from an adult if I witness somebody breaking any of the above rules or behaving in a way that is likely to upset the safety or enjoyment of others.

If you have any questions relating to the information above, please talk to a member of the Thorpe Woodlands Team.