

# Bullers Wood School for Girls & Sixth Form

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Headteacher: Mr Simon Hardwick



29<sup>th</sup> November 2023

Dear Parents/Carers

## **A Level Geography Field Trip to Swanage – Monday 18<sup>th</sup> March 2024 – Thursday 21<sup>st</sup> March 2024**

The Geography A-Level group will visit Swanage in March 2024. The purpose of the visit is to introduce and practise many techniques for data collection and analysis in Geographical Enquiry. The data collected will form students' independent investigation, worth 20% of their overall A-Level. It is an exam board requirement to complete a minimum of 4 days fieldwork and as such, it is a compulsory element of A-Level Geography.

The field trip provides practical experience and additional case studies and examples from many parts of the syllabus for use in examination papers in Geography. It is 4 days of challenging work throughout the day and evening.

The field trip involves three nights' accommodation at a youth hostel in Swanage. The price of the trip includes full breakfast, a standard packed lunch and evening meal. Students will require a packed lunch for the journey on the Monday.

Students and staff will leave meet on **Inglewood Lawn** promptly at 8.00am on Monday morning and will arrive back at school at approximately 4pm on Thursday afternoon. We will be travelling by mini bus to and from Swanage. The cost of the trip will be **£225** per student and will be split into two payments. **£125** is required by **Sunday 31<sup>st</sup> December 2023** and the remaining **£120** by **Wednesday 31<sup>st</sup> January 2024**. Please make these payments via School Gateway. If you have any difficulty in making these payments please email [sjohnson@bwsgirls.org](mailto:sjohnson@bwsgirls.org).

A luggage list is attached and I would like to stress the importance of warm, waterproof outdoor clothing. Your daughter/son will be out all day whatever the weather. Please read the luggage allowance carefully. Bullers Wood School cannot accept responsibility for the loss of personal items, and therefore students are requested not to bring any valuables with them on the trip.

Furthermore, the school may lend students equipment belonging to the school for use on the field trip, the safe-keeping of which they are responsible for; any loss or damage will need to be paid for by the student's parent/carer. If you do not wish to accept this responsibility please email the Geography Department – [rjiacopazzi@bwsgirls.org](mailto:rjiacopazzi@bwsgirls.org)

This letter should be read in conjunction with the information sheet attached which **should be retained by the parent/carer** for reference along with the 2023-24 Code of Conduct for Students on school trips which can be found on the school website and is also attached to this letter. Please be mindful of the stated payment deadlines which will be strictly observed.

Yours sincerely  
Miss R Giacopazzi  
**Head of Geography**

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## **LUGGAGE EQUIPMENT LIST:**

The following list includes the luggage/equipment that you will need to bring with you. If any problems arise from this list, please contact Miss Giacobazzi as soon as possible.

- You should bring with you enough clothes to last you four days.
- When out in the field you should wear warm clothes such as jogging bottoms and a thick jumper. Remember you may get dirty and wet if it rains so it would be sensible to wear your old clothes during the day and change when you return in the evening.
- You will need to wear sensible walking shoes during the day – trainers will do. If you have a pair of wellington boots, these would be useful, as there may be times when the areas you will be working in will be muddy.
- Personal toiletries including towels.
- A warm coat, such as an anorak. If this is not waterproof you will need something for wet weather. Waterproof trousers would be useful. A hat, scarf and gloves as it can be very cold at this time of the year.
- A rucksack that you can take with you into the field to carry your lunch, pencil case, clipboard and notebook etc.
- Calculator
- Reusable water bottle

*As we are travelling by coach, space is at a premium. It is therefore important that you do not bring more than you need. You must be able to carry your own luggage. **One medium suitcase per person.***

# **Bullers Wood Multi Academy Trust 2023-24**

## **Code of Conduct for Students on School Trips**

Trip leaders should bring to the attention of parents & students this document

Each student should:

1. Observe normal school rules.
2. Co-operate fully with leaders at all times.
3. Fulfil any tasks or duties set prior to and during the visit.
4. Participate fully in all activities and sessions during the visit.
5. Be punctual at all times.
6. Not leave group sessions or accommodation without permission.
7. Always return to the meeting point or accommodation at agreed times.
8. If granted indirectly supervised time, be in groups of not less than 3 students.
9. Avoid behaviour which might inconvenience others.
10. Be considerate to others at all times.
11. Respect all requests and requirements made by staff & accompanying adults.
12. Behave at all times in a manner which reflects credit on self, the group & the school.
13. Abide by laws, rules and regulations of the venues, countries & places visited.
14. Comply with customs and duty-free regulations.
15. Not purchase or consume alcohol, tobacco products or purchase dangerous articles such as explosives or knives.
16. If in doubt on any matter, consult with staff.
17. Accept that a full written report of any misconduct will be forwarded to the Headteacher and to the parent(s).

**Not complying with the Code of Conduct could lead to the student being returned home early and parents paying the costs incurred.**

**Payment/Consent via Gateway confirms adherence to this Code of Conduct**

## PLEASE NOTE CAREFULLY

All medical and emergency telephone numbers which we invite you to update every year will be generated from school records. Please ensure that any changes in the information held are provided as soon as possible to [office@bwsgirls.org](mailto:office@bwsgirls.org). **If your child requires any medication for the trip please put this in a transparent bag marked clearly with your child's name plus medication enclosed, the dosage amount and times to be taken. Please hand to a member of staff on the day of the visit.**

Please note the school reserves the right to cancel the place of any student whose behaviour prior to the trip does not meet the school expectations, or whose attendance record is unacceptable. In this event Parents/Carers are advised that no refund will be made. Parents/Carers are advised that this may incur cancellation charges.

Parental consent for a trip acknowledges the responsibility of the parent to ensure their child has been made aware of the contents of the Bullers Wood MAT Code of Conduct for Students on school trips, available on the school website. If a student's conduct on the trip would have led to a fixed term exclusion from school, parents are expected to collect their daughter/son from the trip destination. Parents would be liable for all associated costs relating to the collection of the student.

Payment signifies the commitment by the payer to the students' participation in the trip/activity and confirms parental consent. The cost of the visit/activity is non-refundable except in the case of serious illness, when a doctor's certificate will be required. Payments are used to secure firm bookings with the companies whose services are engaged for the trip/event. Please ensure all payments are made on-line as described by the due date.