

Bullers Wood School for Girls & Sixth Form

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Headteacher: Mr Simon Hardwick



4th November 2021

Dear Parents/Carers

A LEVEL GEOGRAPHY FIELD TRIP TO SWANAGE

MONDAY 21st MARCH 2022 – THURSDAY 24st MARCH 2022

The Geography A-Level group will visit Swanage in March 2022. 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 Tuesday.

Students and staff will leave meet on **Inglewood Lawn** promptly at 8.30am on Monday morning and will arrive back at school at approximately 4pm on Thursday afternoon. We will be travelling by coach to and from Swanage. The cost of the trip will be **£270** per student. A deposit of **£100** is required by **Monday, 15th November 2021** and the remaining **£170** by **Monday, 3rd January 2022**. Please make these payments via School Gateway. If you have any difficulty in paying this, please contact myself or Mrs Johnson in writing as soon as possible – sjohnson@bwsgirls.org, as no student in the group will be omitted for financial reasons. However, if there is inadequate support, the trip will not go ahead.

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 – geography@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 student Code of Conduct. Please be mindful of the stated deadlines which will be strictly observed.

Yours sincerely

Mrs B Wilson

Head of Geography

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PLEASE NOTE CAREFULLY

If your daughter/son requires any medication for the trip please put this in a transparent bag marked clearly with your daughter/son'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.

Payment signifies the commitment by the payer to membership of the party and therefore the cost of the visit 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 visit. Please note you are entering into a contract with the event company, hotel, travel or airline company, not the school. Please ensure all payments are made on-line as described by the due date.

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. Parents/Carers are advised that this may incur cancellation charges plus a £50.00 administration fee.

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.

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 Mrs Wilson 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 small bag that you can take with you into the field to carry your lunch, pencil case, clipboard and notebook etc.
- Calculator

*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.***

CODE OF CONDUCT FOR STUDENTS ON SCHOOL VISITS

1. Observe normal school rules.
2. Co-operate fully with all staff and accompanying adults at all times and adhere to all requests and requirements made by them, including use of mobile phones.
3. The trip leader will establish guidelines for use of mobile phones on a visit. These must be adhered to at all times otherwise the phone will be confiscated until the end of the trip.
4. Participate fully in all activities and sessions, fulfil all tasks prior to and 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 three students.
9. Avoid behaviour which might inconvenience others and be considerate to others at all times.
10. Behave at all times in a manner which reflects credit on self, the party and the school.
11. Abide by laws, rules and regulations of the countries and places visited.
12. Whilst staying with an exchange family, students must never go out by themselves and must be accompanied at all times by their host.
13. Comply with customs and duty-free regulations.
14. Not purchase or consume alcohol, tobacco products or purchase dangerous articles such as explosives or knives.
15. If in doubt on any matter, consult with staff.
16. 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 pupil being returned home early and parents paying the costs incurred.