

29 April 2003

Dear Parent,

I.C.T. trip to PGL: Friday 16 May - Monday 19 May 2003

The last few weeks have been hectic, with a visit to our link school in Uganda getting in the way of my final preparations for PGL. My apologies. I am now able to confirm final details of the trip to Boreatton Park in Shropshire.

Final numbers

32 boys are eagerly looking forward to going on the trip. They will be accompanied by myself, Miss Adamson and Mr Birchall (one of the school's ICT technicians). I am grateful to staff for volunteering to give up their time.

Activities

We aim to give pupils an opportunity to use many IT applications outside the classroom and hope that the links with the outdoor activity sessions will reinforce the skills learnt. We hope that the trip will increase pupils' confidence in the use of computers and that they will bring their new skills back to school for use in lessons, coursework and homework.

We will have 5 1½ hour ICT sessions and 5 1½ hour activity sessions. Amongst other activities, we have booked the following:

- *Datalogging* – Using heart rate monitors as well as thermometers to record data and test theories. Pupils will test their heart rates whilst abseiling before uploading the data and analysing their results through graphs.
- *Internet publishing* – Pupils will create their own web pages incorporating text, animation and sound using Macromedia Dreamweaver and Flash.
- *Digital video* – Compiling and editing a short film using the latest technology.

Significant to Key Stage 3 ICT will be the use of plenary sessions at the end of ICT work to compare and evaluate the work produced by the group.

Outward journey

We will depart from school at 12:45 on the Friday. Students will be expected to attend the first five lessons of the school day as normal, although **they will not be expected to be dressed in school uniform.**

A packed lunch will be required for the journey. If time permits we will stop at a service station on route.

Return journey

We expect to return to school for 15:30 on the Monday, but students will be given the opportunity to phone ahead to give an updated arrival time if necessary.

Contact

We can be contacted at PGL as follows:

Sir Thomas Rich's School
c/o PGL Adventure UK
Boreatton Park
Nr. Baschurch
Shropshire
SY4 2EZ

Telephone: (01939) 260551 (PGL main office for emergencies only)
Mobile: (07866) 488427 (STRS staff mobile – signal strength may be very poor)
e-mail: You should be able to contact our staff at: gec@strs.org.uk

We are hoping to produce a web diary of our trip, updated every evening. Should we be successful, you will find it on the pilot school website at:

http://www.geocities.com/strs_glos.

Emergencies

I have also established two emergency points of contact at school. *Please note that these should only be used in an emergency.*

Mr M Buttler (01905) 352268
Mr I Kellie Headmaster (01452) 309039

Accommodation

We are staying in log cabins, with pupils sharing with 4 – 6 others. Staff are accommodated in the same cabins. Lights out is at 9:30.

What to bring

All essential activity equipment is provided but pupils will need personal clothing, footwear and washing kit. **Brand new and expensive gear should be left at home.** My experience of working at this centre for 8 months is that pupils should as far as possible bring old clothing that can get ruined (it probably will!).

In addition to a reasonably tidy set of casual clothes for travelling and evenings the following is suggested as a guide:

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| <input type="checkbox"/> Sleeping bag | <input type="checkbox"/> 2 old rugby shirts/sweatshirts | <input type="checkbox"/> 2 pairs of trainers (one pair will get wet) |
| <input type="checkbox"/> Pillow | <input type="checkbox"/> 2 pairs of old trousers/ | <input type="checkbox"/> Swimwear |
| <input type="checkbox"/> Washing kit | tracksuit bottoms (not jeans) | <input type="checkbox"/> Several strong plastic bags |
| <input type="checkbox"/> 2 towels | <input type="checkbox"/> 1 pair of Shorts | for wet/dirty clothing |
| <input type="checkbox"/> Pyjamas | <input type="checkbox"/> 4 T-shirts | <input type="checkbox"/> Hat/sun cream |
| <input type="checkbox"/> Changes of underwear | <input type="checkbox"/> 4 pairs of socks | |

Please ensure that all belongings are clearly named (including 'STRS'). Lost property is often a problem given the combination of dormitory accommodation, dirty clothes and drying rooms. We will not be able to provide much assistance in chasing lost clothing on our return.

Aerosol cans such as deodorants are not allowed at PGL due to problems with them setting off fire alarms. Other types of deodorant (such as roll-on) are acceptable.

Valuables

Valuables should not be brought on the trip. Neither we nor PGL can accept responsibility for their loss or damage.

Spending money

PGL advise a limit of £1 per night which can be spent in the tuck shop. We will also probably be stopping at a service station on route so I would suggest between £5 and £10 to be an ample amount of money for this trip.

Medical

Please ensure that your son/daughter has adequate supplies of asthma pumps or any other medication they might currently be taking. Where appropriate, medicines should be handed to staff on boarding the coach.

Behaviour

As I am sure you appreciate, we expect reasonable standards of behaviour from the students whilst on the trip. They will be representing the school and should be mindful of this at all times.

Extremely poor behaviour could result in pupils being sent home (either by us or by PGL) in a taxi at their parents' expense.

Insurance

PGL provide insurance through Fogg Travel Insurance Services Limited (telephone 01623 631331). This appears to be pretty comprehensive, including cover for all activities offered by PGL. Pupils are also covered by the LEA's insurance arrangements.

Finally!

I hope that you found this information useful and comprehensive. I am looking forward to two highly rewarding and enjoyable trips, as I know the pupils are too. If you have any further questions, please do not hesitate to contact me.

Yours sincerely,

Graham Crewe
ICT Co-ordinator

P.S. Don't forget the sleeping bag. PGL charge £5 for their loan.