



Castleford Park Junior Academy

Medley Street
Castleford
West Yorkshire
WF10 4BB

Tel: 01977 518959

www.pjademy.net

Dear Parent/Carer,

11th January 2018

Below are the final arrangements for our visit to Ingleborough Hall.
Please see below for details:

Travelling Times

Monday to Wednesday Group:

Depart: Monday 22nd January 2018 at 8:30am

Return: Wednesday 24th January 2018 at 3:30pm

On Thursday and Friday morning these children should please line up at 5SW door.
(the double red doors at the bottom of the playground)

Wednesday to Friday Group

Depart: Wednesday 24th January 2018 at 8:30am

Return: Friday 26th January 2018 at 3:30pm

On Monday and Tuesday morning these children should please line up at 5SW door
(the double red doors at the bottom of the playground)

Children should arrive at school by 8:10 at the latest on their day of departure to ensure they are signed in and medicines are gathered in enough time. When you bring your child to school on the morning of the visit, please take them and their luggage (labelled) to the Main Hall – the playground doors will be open to provide you with access from 7:45am.

Medicines: Any personal medicines must be clearly labelled with your child's name and instructions of how much is taken and how often. This should then be handed to a member of staff as you drop your child off. If your child suffers from travel sickness, can you please make sure that he/she has taken appropriate tablets before the journey and brings a supply of tablets with him/her for the rest of the visit. They must be handed to an adult to keep. If your child uses an inhaler, we will need their home inhaler to ensure the one kept in school remains in school for their return. This also needs to be labelled and handed to an adult.

You are welcome to wait to 'wave your child off' from our Leake Street Entrance but please be prepared that the coach cannot set off until all children's medical equipment is organised and accounted for so it may be slightly later than the time above.

For our trip, please ensure that your child's belongings are labelled and that they have plenty of warm clothes for the duration of their visit.

If you have any questions or worries about the visit, please contact school.

Yours faithfully,

Year 5 Team

Primary Strategy
Director

Ms. J. Clarke

Headteacher

Miss K Law

Deputy
Headteacher

Mrs J Roberts

Assistant
Headteacher

Mr L Booth

Assistant
Headteacher

Miss S Duggan

School Business
Manager:

Mrs S Beedle

Chair of
Governors

Mrs S Churm



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Healthy Schools