



See Distribution

Reference: Year 8 Camp 2023

Date: 4 February 2023

ADMINISTRATION INSTRUCTION – YEAR 8 CAMP

1. **Aim.** The aim of the camp is to introduce students to adventurous outdoor activities and camp craft skills and to deliver a program of personal and team development activities. Personal development and team building qualities are encouraged throughout the activities. All students will take part in a variety of training activities including Archery, Orienteering, Climbing, Go APE, Bush Craft, Canoeing/Paddle boarding and Team Building.
2. **Main Events List.** The timings for each day are as follows:

Date	Form Group	Timings	Location	Remarks
15 June 23	8B & 8G	1600	PGS	Depart PGS- Over Night
16 June 23	8B & 8G	All Day	Biblins	Over Night
17 June 23	8B & 8G	1600	Biblins	Depart Biblins
		1700 -1800	Biblins	Arrive PGS
18 June 23	8P & 8R	1600	PGS	Depart PGS- Over Night
19 June 23	8P & 8R	All Day	Biblins	Over Night
20 June 23	8P & 8R	1600	Biblins	Depart Biblins
		1700 -1800	Biblins	Arrive PGS
21 June 23	8Y	1600	PGS	Depart PGS- Over Night
22 June 23	8Y	All Day	Biblins	Over Night
23 June 23	8Y	1600	Biblins	Depart Biblins
		1700 -1800	Biblins	Arrive PGS

Our current plan includes the students camping overnight for the duration of their trip to Biblins. However, if there are any changes due to Covid we will inform parents and we will revert to day trips.

The collection time is an estimate and heavily depends on the group and traffic, if there are any changes, we will make sure you are informed.

3. **Transport.** We will be using coaches, school transport and potentially hire vehicles, all of which are covered by the school insurance.
4. **Personal Equipment.** You will find a full kit list at **Annex A**.

Please ensure that you have wet shoes or an old pair of trainers for when you are on the water.

This is also a reminder that as a matter of safety we do not want to see any strappy tops or mini shorts, students who turn up dressed like this will not be able to take part in the activities.

5. Behaviour/Standards.

Sensible behaviour is always expected, staff reserve the right to exclude students from all activities in the unlikely event that such a standard of behaviour is not maintained, or if safety is compromised.

6. Food & Drink:

Students must bring their own snacks and carry a full water bottle for the journey to Biblins. There will be varied choices of food each day, please make sure we are made aware of any specific dietary or allergy requirements. There is a small café near the climbing area, where students may be able to buy snacks, so a small amount of pocket money is advised.

7. Risk Assessment & Emergency procedures:

Risk Assessments have been completed and are issued to all staff involved. All students and assistants will receive a thorough briefing at the start of the activity.

Students with medication must be responsible to self-administer. In the event of Asthma or severe allergy, the inhaler/epi-pen must be carried in a waterproof, container and location made known to the instructors. The instructors will confirm this prior to embarking on the training.

Should your son/daughter become ill we will contact you immediately and liaise with you on how to return them to your care. Please be aware that we may not be able to return them all the way back to school but in these circumstances, we will do our best to get as close as possible.

8. Command and signal

a. **Radios.** All staff will be allocated radios. The safety vehicle will be equipped with a radio and will be utilized as the command vehicle throughout the activities.

b. **Contact Details.** In the event of an emergency, please contact the following:

Jane Jowett	07881 109664
Natalie Berry	07710 676025

Mobile signal is likely to be weak in the area we are working in so if you cannot reach us and it is not urgent, please leave a voicemail or message us.

9. STUDENT COST

The cost of this trip is £230; the payment will be added to the student's school gateway account once they have been registered on the website. www.pategsoed.org . In cases of financial difficulties, please contact Mrs Jane Jowett or the Head of Year 8 to discuss. Registration will close on 10 March 2023 with the final date for payment being 31 May 2023.

Jane R Jowett

Head of Outdoor Education
Pate's Grammar School
01242 538248

Annex A – Kit List

This list is a guide to help you prepare and pack for your Year 8 Camp

Some of the kit (marked with *) can be hired from Pates. We have limited kit so it will be distributed on a first come first served basis. Please contact Mr Hacaj in OED if you wish to hire kit.

If you have any questions regarding kit, please speak to a member of OED.

Mandatory Personal Kit:

Item	Information	Got It	Packed It
Rucksack/Bag*	This should be an expedition rucksack/duffel bag (approx. 65-80ltr) that is suitable for the personal kit you will be bringing. Suitcases are not advised.		
Daysack*	This should be a large enough rucksack to hold a packed meal, water bottle and a spare change of clothes. It should be able to sit on both shoulders comfortably.		
Sleeping Bag*	Three-season sleeping bag, warmth rating around 0 degrees – contained in a waterproof bag.		
Sleeping Mat*	Either foam or compact inflatable, which will fit in your bag (if inflatable ensure repair kit is included).		
Walking Boots	These must have ankle support (trainers are not suitable) and must be waterproofed. If you are buying new, try and break them in before the trip – this will reduce the likelihood of blisters.		
Walking Socks	One pair per day plus one spare pair in case your feet get wet.		
Trainers/Wet Shoes	Please ensure that you have wet shoes or an old pair of trainers for when you are on the water.		
Swimwear			
Waterproof Jacket	Not a pac-a-mac, this should be a substantial waterproof jacket. If you get wet, you will get cold, which will make you miserable and possibly ill.		
Waterproof Trousers			
Fleece top or similar warm jumper	Please check weather forecast		
Walking Trousers	Zip-offs are a great idea, so you don't need to bring trousers and shorts. Do NOT wear jeans or jeggings – these do not dry quickly and do not protect you from stinging nettles/thorns.		
T-shirts/tops	Synthetic materials will dry quicker and be warmer than cotton. A thin, long-sleeved top will help protect you from the sun.		
Underwear			
Warm hat	Please check weather forecast		
Gloves	Please check weather forecast		

Sun hat/ Sunglasses			
Sun cream	At least SPF 30.		
Torch	Handheld or Head torch (with spare batteries)		
Water Bottle or Camelpak	An absolute minimum of one 1ltr bottle. These must not be disposable bottles, think of your environmental impact. You will be able to refill at the campsite.		
Cutlery, plate, bowl, mug	Consider weight and size –these shouldn't take up too much space and should be heat-resistant plastic or metal not ceramic or paper.		
Nightwear	base-layer top/bottoms for sleeping in – think about space/weight.		
Lightweight footwear for the campsite	These are not essential but if you want a change of footwear then these need to have closed toes – flip-flops are not suitable.		
Wash kit and towels.	Essential items only – toothbrush and toothpaste. Some items could be shared (e.g., toothpaste). There will be showers.		
Toilet kit	Small dry bag with wet wipes, hand gel + toilet tissue packs (one pack per day of camping usually suffices).		
Any personal medication	If you use emergency medication, such as an inhaler or epi-pen, pack it so it is easily accessible and make sure someone in your group knows where it is.		
Phones	There is no signal at Biblins, we will not accept responsibility for any damage caused during the trip. Our advice is to leave all digital devices at home.		