

Responsibility**Respect****Compassion****Courage**17th September 2025

Dear Parents of Year 6

YEAR 6 RESIDENTIAL JOURNEY TO PGL, WINDMILL HILL, HAILSHAM

There will be a meeting for parents/carers of the children who have booked a place on the school residential in October, to receive essential information and guidance in preparation for the trip.

The meeting will be on **Thursday 2nd October, at 6.00pm in the hall**; please come in through the side hall doors, which will be open from 5.50pm to enable a prompt start. The meeting will last approximately 30 minutes. Please note that this meeting is for the parents, **not** for the children.

Please complete the following two forms by **Friday 26th September**:

1. All parents to complete Consent/Medical/Bedding* form<https://forms.gle/tPe9HL6UnK7Y7bd1A>

*In order to keep costs as low as possible, the hire of bedding was not included in the initial charge as we felt that you may wish to provide your child with their own bedding e.g. a sleeping bag and pillow, or duvet, bottom sheet and pillow. However, it is possible to hire bedding at a charge of £19.00. Payment must be made via Arbor, by **Friday 26th September**.*

2. Code of Conduct form. Please confirm you and your child have read and agree to it using the following link <https://forms.gle/usRtUxyFriqSZvEW7>**3. Please find attached the equipment and clothing required for your child for PGL**

Full payment for the trip was due by **18th July 2025**, therefore it should now be paid in full. If you have any queries or concerns, please contact Mrs Martin, Headteacher or Mrs Devlin, Finance Assistant.

Prior to the trip, children will have the opportunity to indicate which friends they would like to be with during the trip.

Thanking you in advance.

Yours sincerely



Ms McKnight
Year 6 Teacher



Mrs Ridgers
Year 6 Teacher

PGL Code of Conduct

Core Values



Core Values – Windmill Hill

Our Core Values will be demonstrated at all times whilst at Windmill Hill

- We will show responsibility by promptly following adult instructions
- We will show respect for our surroundings, environment, ourselves and other people
- We will show compassion for others as we take on new experiences/challenges together
- We will show courage in trying new activities in an unfamiliar setting

Code of Conduct – Windmill Hill

- Core Values will be followed at all times
- Instructions given by adults will be followed promptly for health and safety reasons
- Children will stay with their group unless given permission by an adult to leave
- Respectful language will be used at all times
- Children will stay in their own rooms at night, unless there is a medical emergency

Support Steps

- Reminder
- Last chance to reflect and change behaviour
- Time to be able to reflect and restore with group leader
- Time to be able to reflect and restore with senior leader away from group
- Parents will be called to discuss their child's behaviour and asked to speak to their child
- Parents will be called to resume responsibility for the child by collecting them from the site and taking their child home overnight
- Parents will be called to resume responsibility for the child by collecting them from the site and unable to participate in the rest of the week

EQUIPMENT

All clothing and personal property must be clearly labelled with child's name

- Luggage - holdall or small case which has to be carried or wheeled **by your child**
- Bedding – sleeping bag/duvet with cover and bottom sheet/pillow with pillow case (if not pre-ordered from PGL)
- Plastic carrier bags for dirty clothing (no bin liners please)
- Named water bottle
- Towel(s) and wash bag including soap, toothbrush, toothpaste, shampoo, comb/hairbrush etc.
- **NO** aerosols please – these set off the fire alarms!
- Hair-bands for tying back long hair (a PGL requirement)
- Old towel for wiping down!
- Reading book
- Torch (optional)
- Pocket or card game (optional)

CLOTHING

The weather may be unpredictable, so please make sure your child has a variety of clothes which they can layer. In addition, there are activities that the children cannot join in with unless they have a **long sleeved top**. The centre also stipulates that the clothing should not be too baggy.

- 3-4 long sleeved t-shirts
- 3-4 t-shirts
- 2 **warm** jumpers (at least 1 without hood as these get caught in harnesses)
- 3 pairs of full length lightweight trousers (no jeans please) e.g. cargo trousers/jogging bottoms
- Pyjamas
- Underwear – a new set for each day (and a few spare sets due to the water activities)
- Socks – 4 pairs (not just trainer socks)
- Trainers for outdoor use that do up securely (preferably not new ones!)
- 1 old pair of shoes that will get wet in the lake! (if your child has swim shoes these would be ideal)
- Indoor shoes/slippers for cabins
- Swimwear
- Waterproof jacket – preferably a lightweight slip-over as this is more practical
- Gloves and hat
- Waterproof trousers (optional)
- Wellies (optional)