

Four Elms Primary SchoolCEO- Mrs L Mitchell
Head of School- Miss J Fermor

Bough Beech Road, Four Elms, Kent, TN8 6 NE

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Dear Parents & Carers,

We can now confirm that the cost of the sleepover is £22.80, which is now payable via MCAS. This payment must be paid by the 8th March.

Please can you also fill in the following form by this date too:

<https://forms.office.com/Pages/ResponsePage.aspx?id=gn7LJFtvTUSmRn0BqMZPSgUi9J2pCtLpYtWsQZRSdtUOVpFVFhQV1FOM1RRQUpZU0pVSjRINEpRTy4u>

The children need to arrive at 6pm as there will be a safety briefing by the staff at 6:15pm. Please do not arrive any earlier, as we won't be allowed into the building until that time.

The address is: Adventure Kidz, Wood Close, Quarry Wood, Aylesford ME20 7UB. We have been advised that collection will need to be at 8am on the Saturday morning as staff need time to get the centre ready for the public.

When you drop off your child, they will be signed in by their teacher at the door and they will need to then carry their belongings in. The staff have said that they are happy to help too! When you pick up your child, the system will be the same and we will dismiss children from the gates.

Thank you for choosing your child's food for the evening. We recommend that you give your child some food before arriving as it will be a long evening.

We have also been asked to ensure children wear trainers as they will not be allowed on the high ropes with any other footwear. We ask that they also wear socks and avoid wearing dresses/skirts. They must also bring a water bottle which we can refill.

Children will need:

- A small overnight bag
- A water bottle

- Sleeping bag
- Pillow
- A blanket or roll mat to go underneath the sleeping bag
- A small teddy
- Change of clothes/underwear
- Toiletries (toothbrush, toothpaste, soap, flannel etc)
- Pyjamas
- Dressing gown/warm jumper
- Optional – slippers, reading book, small card games

Please ensure everything is labelled. Electronics, including mobile phones will not be permitted and please do not send them with any valuable items. The children do not to bring other food, including sweets. We will provide all food.

If your child has medicine which is taken during evenings/night time, please complete a medicine form from the school office and bring the completed form and any medication with you. This will need to be given to your child's class teacher upon arrival at Adventure Kidz. If your child becomes ill overnight and requires to come home, we will telephone you immediately to collect your child.

A full risk assessment of the sleepover has been carried out and all health and safety considerations have been taken into account. The children will be briefed before the sleepover and once again in the evening to ensure they know what they need to do throughout the evening and night. The site will be secured for the duration.

If you have any questions at all, please do not hesitate to contact us.

Kind regards,

Jess Fermor
Head of School

