

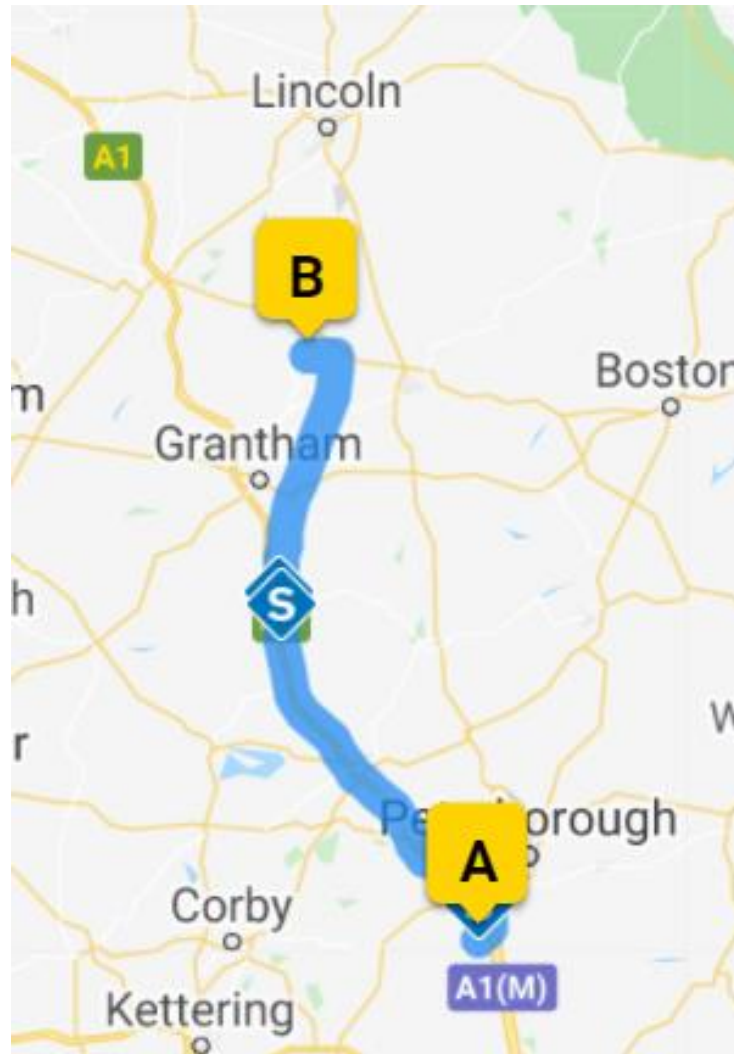


Parents' Information Meeting  
Tuesday 8<sup>th</sup> June 2021



PGL Caythorpe Court  
Caythorpe  
Grantham  
Lincolnshire  
NG32 3ER

Approx 1 hour



# Aims of Trip

- Team Work / Collaboration
- Develop independence
- Develop trusting relationships with peers
- Social skills
- Create memories
- Have Fun!!!

# STAFF

- ◉ Mrs Wright (First Aider)
- ◉ Mrs Fenwick (First Aider)
- ◉ Miss Kohlschmidt (Paediatric First Aider)

# HEATH AND SAFETY

- ◉ Coaches
- ◉ Pre-visit undertaken and previous successful residentials to this location
- ◉ Regular contact with school
- ◉ Children always with a Teacher/Instructor during day. Children will be aware of location of teachers' rooms at night.
- ◉ Medical Needs / Medications **(Complete form as soon as possible and ensure all medicines are clearly labelled)**
- ◉ Highly trained and qualified instructors



## PGL COVID-Secure Policy and Procedures Statement

PGL is fully committed to safeguarding the health, safety and welfare of our colleagues, guests, visitors and the people in the communities where we work. We are aware of, and will comply with, Public Health England (PHE), the Health and Safety Executive (HSE) and Department for Education (DfE) COVID Guidance.

The DfE guidance on maintaining consistent groups or “school bubbling” provides the primary control for managing risk during residential educational visits. PGL will ensure that groups minimise contact with those outside of the school bubble and implement other protective controls to effectively reduce the risk and create an inherently safer environment.

### **Maintaining Consistent Groups ('Bubbling')**

- Schools and groups will be allocated 'sole occupancy' of an accommodation building, block or wing to limit the interaction with other schools or groups
- Guests will be assigned to a group (maximum size 12) for activities, in which they will remain for the duration of their stay
- Guests will have either en suite toilet and shower facilities or facilities dedicated to the school or group to avoid the need to interact with other individuals or groups
- Staggered arrival times and procedures for each school or group will avoid contact with other guests
- Each school or group will have a designated area and mealtime to avoid contact with other guests

## All Facilities

- To provide maximum ventilation, entrance and exit doors and windows will be open as much as possible unless they are designated fire doors
- The number of guests permitted in each building at any one time has been calculated to ensure social distancing can be maintained in line with the current government guidance, signage is provided at each entrance to illustrate the maximum numbers and highlight our expectations
- Where surfaces require disinfecting, we will use an antiviral disinfectant that is effective against Coronavirus; certified to European standards B:2013 + A2:2019
- Hand sanitiser will be available at the entrance to all buildings, and must be used by everyone entering the premises to reduce the risk of transmission
- Additional hand washing facilities are provided outside the dining room and other key locations
- Markers/signage will be in place to help staff and guests maintain social distancing wherever there is a need to queue
- Signage will be placed in prominent areas to remind everyone to maintain social distancing and wash their hands regularly
- One-way flows will be introduced with a separate exit where possible, where this is not possible an adult will supervise the entrance/exit to ensure that social distancing guidance is adhered to
- Additional cleaning and sanitising will take place in areas of high congregation and frequent touch points/surfaces such as:
  - Door handles / push plates, especially in and around: WCs, dining rooms, communal offices, receptions, vending machines and keypad door locks
  - Entrances to buildings, classrooms and accommodation corridors
- Appropriate cleaning supplies will be readily available for staff and accompanying visitors to enable easy access for 'self-service' cleaning
- Moveable soft furnishings that could harbour the COVID-19 virus will be removed

## Accommodation

- Rooms will be cleaned and sanitised prior to occupancy in accordance with the procedures outlined in the PGL Housekeeping Manual and Health and Safety Procedures
- This will include treating all accommodation rooms with a virucidal mist prior to occupation unless the room has been unoccupied for 72 hours after cleaning
- All linen including mattress protectors will be replaced between occupants
- Pillowcases will be 'doubled up'
- Shower curtains will be replaced between occupants
- All Linen is laundered at 60 degrees
- Guest keys will be sanitised with a disinfectant before arrival
- Each room will be inspected and approved for use by a member of the Housekeeping Management Team



## Activities / Evening Entertainment

- Programmes are modified to ensure activities can be conducted to adhere with social distancing guidelines and prevent any interaction with other groups
- Activities will be conducted in accordance with the guidance issued by the Governing Bodies of Sport and industry sector bodies
- We will minimise the need for guests to share equipment
- We will prevent the sharing of PPE if there is a risk of transmission
- Where social distancing cannot be maintained, instructors will follow government advice and wear the appropriate protective equipment
- We will ensure strict maintenance of hand hygiene using hand sanitiser before, during and after activity (where appropriate)
- We have a clearly defined disinfecting routine in place to disinfect relevant equipment and contact surfaces before, after and at pre-set intervals as defined in our Activity Risk Assessment

# WHAT TO BRING!

- ◉ A kit list is in the pack
- ◉ **Water bottle**
- ◉ **Own bedding - Sleeping bag / Pillow**
- ◉ Up to £5 spending money (children will be responsible for their own money)
- ◉ Disposable Camera
- ◉ **NO MOBILE PHONES OR ELECTRONIC EQUIPMENT**



# What to bring

Please ensure that all items are named.

Please ensure that all items are named.

## CLOTHING

Clothes are likely to suffer wear and tear and also get dirty and/or wet therefore you should bring several changes of old clothes for doing activities.



- ☐ T-shirts
- ☐ Long sleeved shirt/T-shirts
- ☐ Waterproof jacket
- ☐ Fleece/jumpers

### ☐ Tops & jackets

### ☐ Trousers or leggings

but not jeans as they get heavy and cold when wet



### ☐ Underwear & socks

### ☐ 1 or 2 sets of clothes for the evening

### ☐ Suitable nightwear



*Your arms will need to be covered to do some activities.*

*Your socks will need to cover your ankles to do some activities.*

## FOOTWEAR

### ☐ 2 pairs of trainers

1 for activities  
1 old pair for waterports

### ☐ 1 pair of dry shoes for evening activities



## OTHER ITEMS

### ☐ 2 towels

1 for showering  
1 old one for activities

### ☐ Reusable drinks bottle

### ☐ Small rucksack/bag

### ☐ Labelled bin bag for wet and dirty clothing

### ☐ Sleeping bag or duvet and pillow (unless otherwise advised)

### ☐ Washbag including soap, shampoo, toothbrush and toothpaste (please do not bring Aerosols)



## TRAVELLING IN THE...

### ...SUMMER?

- ☐ Shorts
- ☐ Baseball cap/sun hat
- ☐ Sunscreen

### ...WINTER?

- ☐ Warm coat
- ☐ Hat and gloves

## Lost property

We recommend you write a list of what you pack to check before you come home. If you do leave anything behind, please contact your party leader who will contact PGL. Postage will be charged for returning lost items.

## Study courses and sports weekends

Groups taking part in study courses and sports weekends e.g. netball/football, should bring appropriate clothing/footwear for these activities.

## PLEASE DO NOT BRING

- ✗ Electrical devices
- ✗ Computer games
- ✗ Jewellery/valuables
- ✗ Aerosols

If you bring your mobile phone, please note, it is not covered by our insurance.



# CONTACT WITH PARENTS...

- ⦿ This is an opportunity for children to develop independence
- ⦿ No mobile phones to be taken
- ⦿ We will provide regular updates for parents via Twitter (where Wifi allows)

# TRAVEL ARRANGEMENTS

- ◉ Departing school at 10am on Wednesday 23<sup>rd</sup> June 2021 (arrive at school at normal time in activity clothing).
- ◉ Send children with a packed lunch for the first day (disposable with a named water bottle).
- ◉ Returning on Friday 25<sup>th</sup> June 2021 in time to be collected at the end of the school day. Further updates will be delivered if we are running late.

# ROOMS AND GROUPINGS

- ◉ Children will be in rooms of 4-6 children
- ◉ 2 groups of 14-15 for activities during the day
- ◉ We will be asking children for their preferences of people to share rooms with and be in groups with.

We cannot guarantee your child will get all of their requests but we will try to accommodate as many as possible.

# A TYPICAL DAY AT PGL.....

## Sample day for Primary Schools at Caythorpe Court

Schedule	Activities
07.00 - 09.00	Get up, get ready and fuel up for the day ahead
09.15 - 12.30	Morning activities - usually 2 sessions with a 15 minute refreshment break
12.30 - 14.00	Dry off & clean up. Time for a fresh & tasty two-course hot lunch
14.15 - 17.30	Afternoon activities - 2 exciting sessions with a 15 minute refreshment break
18.00 - 19.00	Time to eat again - a different menu each day
19.00 - 21.00	Talent shows, campfires, quizzes and more. The evening entertainment programme keeps you laughing until bedtime.
21.00 / 21.30	Bedtime. Catch up on some zzz's and prepare to do it all over again tomorrow!

# FOOD

- ◉ Balanced meals with lots of choice. Cater for all dietary requirements including Halal meat (state on medical form)
- ◉ Please do not send extra sweets and chocolates (unless for the adults). Your children will be well fed and do not need the extra sugar. This also helps us to avoid issues with allergies and prevents the children from sharing.





Reach  
your

# FULL PGL POTENTIAL

with our freshly prepared menu

## MONDAY

## TUESDAY

## WEDNESDAY

## THURSDAY

## FRIDAY

## SATURDAY

## SUNDAY



Sausages	Sausages	Bacon	Sausages	Bacon	Sausages	Bacon
Plant-based sausages (v)	Plant-based sausages (v)	Plant-based sausages (v)	Plant-based sausages (v)	Plant-based sausages (v)	Plant-based sausages (v)	Plant-based sausages (v)
Scrambled eggs	Hash brown	Scrambled eggs	Scrambled eggs	Hash brown	Scrambled eggs	Hash brown
Mushrooms	Mushrooms	Mushrooms	Mushrooms	Mushrooms	Mushrooms	Mushrooms
Baked beans	Baked beans	Baked beans	Baked beans	Baked beans	Baked beans	Baked beans
Tomatoes	Tomatoes	Tomatoes	Tomatoes	Tomatoes	Tomatoes	Tomatoes

**AVAILABLE EVERY DAY** Choice of cooked & continental breakfast

Continental options: Choice of cereals | Porridge | Assorted yoghurts | White or brown toast & jam



Hot dog & wedges	Loaded jacket	Filled roll or wrap	Pasta & garlic bread	Burger, relish & skinny fries	Fajitas, tortilla chips & dips	Filled roll or wrap
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**AVAILABLE EVERY DAY** Homemade soup of the day & roll | Choice of meat, vegetarian or vegan option



Mains	Mains	Mains	Mains	Mains	Mains	Mains
Crispy chicken breast pieces with sweet & sour sauce	Beef bolognese	Chicken vegetable tikka & naan	Sausages & onion gravy	Battered fish fillet & tartare sauce	Meat pizza	Roast dinner, Yorkshire pudding & gravy
Chickpea, lentil & coconut curry, naan (v)	Piri Piri chicken	Fish fingers	Chicken & vegetable pie	Meatballs in tomato sauce	Margherita pizza (v)	Mac & cheese (v)
Vegetable Kiev (v)	Vegetable biryani (v)	Feta & roasted vegetable lattice (V)	Quorn & vegetable chow mein (v)	Lentil bolognese (v)	Chicken Kiev	Roast potatoes, roasted root vegetables
Sides	Sides	Sides	Sides	Sides	Sides	Sides
Chips, rice, broccoli, carrots	Rosemary potatoes, pasta, green beans, roasted Mediterranean vegetables	Chips, rice, peas, carrots	Mashed potato, mixed vegetables	Chips, spaghetti, peas, carrots	Vegetable & mushroom pilaf (v)	Roast potatoes, roasted root vegetables
Dessert	Dessert	Dessert	Dessert	Dessert	Dessert	Dessert
Doughnut	Raspberry ice cream cake	Chocolate crispy cake	Apple crumble & cream	Ice cream	Cajun fries, green beans, broccoli	Waffles & strawberry sauce
					Profiteroles & chocolate sauce	

**AVAILABLE EVERY DAY**

Choice of meat, vegetarian or vegan option



## Healthy Choices

Available daily

Fresh fruit - every mealtime

Unlimited salad from our salad bar - lunch & dinner



## Unlimited Drinks

Coffee, tea, chilled squash

## Dietary & Allergens

We can cater for a wide variety of food requirements when notified in advance, including allergies, intolerances, medical conditions, and those specified by culture and religion.

It may not always be possible to cater for more specific diets such as weight management programmes, organic etc.

# OUR TIMETABLE OF ACTIVITIES

	Group	Meeting Point	Group Leader	Session 1 9:15 - 10:45	Session 2 10:55 - 12:25	Session 3 14:20 - 15:50	Session 4 16:00 - 17:30	Evening 19:30 - 21:00	
Wednesday	1					Sensory Trail (ST1)	Zip Wire (ZW1)		Passport To The World (PTTW4)
	2					Sensory Trail (ST2)	Zip Wire (ZW2)		Passport To The World (PTTW4)
Thursday	1			Survivor (SU1)	Vertical Challenge (VC3)	Giant Swing (GS6)	Orienteering (OR4)		Cluedo (CLU1)
	2			Survivor (SU2)	Vertical Challenge (VC4)	Orienteering (OR4)	Trapeze (TR4)		Cluedo (CLU1)
Friday	1			Trapeze (TR4)	Raft Building (RB2)	Depart			
	2			Giant Swing (GS4)	Raft Building (RB1)	Depart			

# ACTIVITIES

<https://www.pgl.co.uk/en-gb/school-trips/primary-schools/centres/caythorpe-court>

⦿ We will send home:

- Kit List
- Medical Form (These need to be completed and returned to the office ASAP). Changes can be made to medication nearer to time if necessary.
- Sample menu

ANY QUESTIONS?

PLEASE EMAIL ME IF YOU HAVE ANY  
QUESTIONS OR CONCERNS.

WE ARE VERY EXCITED AND KNOW THAT  
WE WILL HAVE AN AMAZING TIME!