

**WOODLANDS OUTDOOR EDUCATION CENTRE  
GLASBURY ON WYE, POWYS, VIA HEREFORD, HR3 5LP**

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**Website: [www.woodlandsoec.org](http://www.woodlandsoec.org)**

**Tel 01497 847272**

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**Parent Information sheet**

**Departure Day –Tuesday 22<sup>nd</sup> April 2025**

- ★ Please arrive at school at 08:00 and assemble in the hall.
- ★ Children will need a disposable snack for the service station stop and a disposable packed lunch with a drink to have on arrival at the centre.
- ★ Mrs Paxford will be in charge of all medication. Please ensure your child's medication is clearly labelled with their name and any instructions. If you would like to speak to Mrs Paxford about any medical needs, please contact the school office to make an appointment.
- ★ If your child needs travel sickness medication, please make sure they have taken it before dropping them at school, and that any medication for the return journey is in a named envelope and handed to Mrs Paxford.
- ★ Children are allowed to take one bag of non-perishable snacks/sweets, which should be packed away in their suitcase.

**Welfare**

**SURGERY/HOSPITAL**

The centre is registered with a local surgery. Parents will be notified in the event of any medical treatment being necessary

**SUNCARE**

Please provide appropriate sunscreen items.

**MEDICINES**

Prescribed medicines should be handed to Mrs Paxford who will ensure that they are administered in accordance with the prescription instructions and written medical consent form (available from school office).

**DIET**

The Centre will make every effort to accommodate dietary requirements. These should be indicated on the consent form provided by the school.

**DISCIPLINE**

All participants will be required to follow the rules of the centre.

In the event of serious misconduct the Head of Centre reserves the right to exclude offending students from the course. School and parents will be contacted. Parents may be required to collect their child from the Centre

**Travel**

Coach transport is provided to and from Woodlands. All coaches are fitted with seatbelts.

Please note that the departure time from Fir Tree will be 08:20 on Tuesday 22<sup>nd</sup> April.

Return time on Friday 25<sup>th</sup> April is approximately 6:30pm. You will be kept informed of any delays via the school website.

**Daily Routine**

All pupils are required to participate in the domestic routine of the Centre. This will involve responsibility for mealtime duties, general cleaning and tidying of rooms.

**General**

All participants are asked to make positive contributions to the course. The residential experience relies on teamwork, co-operation and respect for all if it is to be successful.

At Woodlands we will concentrate on the personal and social development of every individual by providing high quality residential outdoor courses that are challenging, educational and emphasise the values of sustainability and of living and working together.

Should you have any queries or require additional information please contact the Centre or visit the website: [www.woodlandsoec.org](http://www.woodlandsoec.org)

**Licensing**

Woodlands has been inspected by the AALS and is licensed to provide specified activities under the following headings: Caving, Climbing, Trekking and Watersports

**Staffing**

Staff are very experienced and between them hold a wide range of National Governing Awards and teaching qualifications. They are a dedicated team who will ensure that you will have an enjoyable challenging and safe course.

**Equipment**

All equipment used meets with appropriate safety requirements and is regularly inspected.

Participants will be issued with relevant protective clothing and safety equipment according to the activity followed.

**Transport**

School to Centre transport is provided by Tappins Coaches.

The Centre fleet of minibuses are all fitted with forward facing seats and seatbelts. All Centre staff meet with OCC minibus driver requirements.

**Insurance**

All course participants will be insured on registration at a cost of 35p per day. This is in accordance with the LEA School Journey Policy.

**Cost**

£305.00 per child.

An invoice may be issued in the event of non-accidental damage and/or loss of equipment.



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| <b><u>CLOTHES FOR ACTIVITIES</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                   |                                                                                                                                                                      |
| <ul style="list-style-type: none"> <li>• 5 pairs thick socks and 5 pairs thin socks (not trainer socks)</li> <li>• Several changes of underwear</li> <li>• T shirts</li> <li>• 3 long sleeved fleeces /sweaters</li> <li>• 3 pairs trousers (jeans are NOT suitable for activities), tracksuit bottoms are ideal</li> <li>• Fleece/woollen gloves or mitts, warm hat, scarf (Nov-Apr)</li> <li>• Anorak, jacket or parka (strong windproof with hood)</li> <li>• 3 warm shirts/thermal tops</li> <li>• 2 pairs trainers – one for normal use and one old pair for wet activities</li> </ul> |                                                                                   |                                                                                                                                                                                                                                                         |
| <b><u>OTHER ESSENTIALS</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  | <b><u>USEFUL ITEMS</u></b>                                                                                                                                                                                                                              |
| <ul style="list-style-type: none"> <li>• 1 good size towel</li> <li>• Personal medication</li> <li>• Plasters for blisters</li> <li>• Toiletries etc *</li> <li>• Sun block – Factor 60/sun hat (April-Nov)</li> <li>• Pyjamas or night clothes</li> <li>• Casual clothes for evenings</li> <li>• 1 litre drink bottle</li> <li>• Slippers/indoor shoes</li> <li>• Single duvet cover, pillow case and single bottom sheet</li> <li>• Packed lunch for outgoing journey</li> </ul>                                                                                                          |                                                                                   | <ul style="list-style-type: none"> <li>• Wellington boots</li> <li>• Torch and spare batteries</li> <li>• 2 bin liners</li> <li>• Pocket money for the centre shop – £5 to £10 (no more than £10)</li> <li>• Cuddly toy</li> <li>• Lip Salve</li> </ul> |

Your child's stay at the Centre is an opportunity to experience time away from mobile and electronic devices – please **do NOT allow your child to bring mobile phones, iPods, cameras, electronic games or gadgets.**