

EMERGENCY CONTACT INFORMATION FOR YEAR 3 AND 4 CAMPING TRIP

Tuesday, 28/06/2022
10:45

To Parents of: 

To School Members: 

 EMAIL



Dear Parents and Carers

I am writing today to clarify the arrangements regarding emergency communication on the camping trip.

Part of the experience is that the children are enjoying time away from electrical devices, however we do understand that there may be **exceptional emergency** circumstances where children need to be contacted. The procedure for this is outlined below.

- During the school day, the school telephone (01769 580512 from 0830-1330 or Winkleigh from 1330-1545: 01837 83354) is the main point of contact. School can then contact staff on the trip.
- Any non-emergency messages can be communicated through school either as an answer machine message or via the admin email address, out of hours.
- Should an emergency situation arise on the campsite, staff have the emergency school phone in order to contact me as appropriate. Staff will also hold contact details for parents and use these as needed.
- As you will appreciate, staff are not permitted to share their personal phone numbers, in order to safeguard staff.
- We have also obtained the payphone number for the campsite which may be called. 01837 840015
- If all of the above fail, in a situation where it is imperative that parents collect their children, the what3words information and map is below. Staff will not be able to release children to anyone other than their parents for safeguarding reasons. We **do not** expect that parents will arrive at the campsite for any reason than an absolute emergency that requires immediate response, upon the failure of the above procedures. Children will be collected from the Parish Hall at 2.15pm on Friday as already advised.

In almost all situations, any messages that need to be passed to children will be done so through school as it will be open for the majority of the trip and only very few circumstances will require an immediate response. For a lot of the time that school is closed during the trip, we are expecting that children and staff will be asleep and therefore unable to respond.

Throughout the entire trip, staff remain in constant contact with school and me and there will always be a way to make contact if absolutely necessary.

Each member of staff knows the children well and will use their professional judgment in uncertain situations. Parents will only be contacted in an emergency and we do not anticipate many situations that require immediate contact with children.

As mentioned before, we will do our best to keep you updated via the school Facebook page.

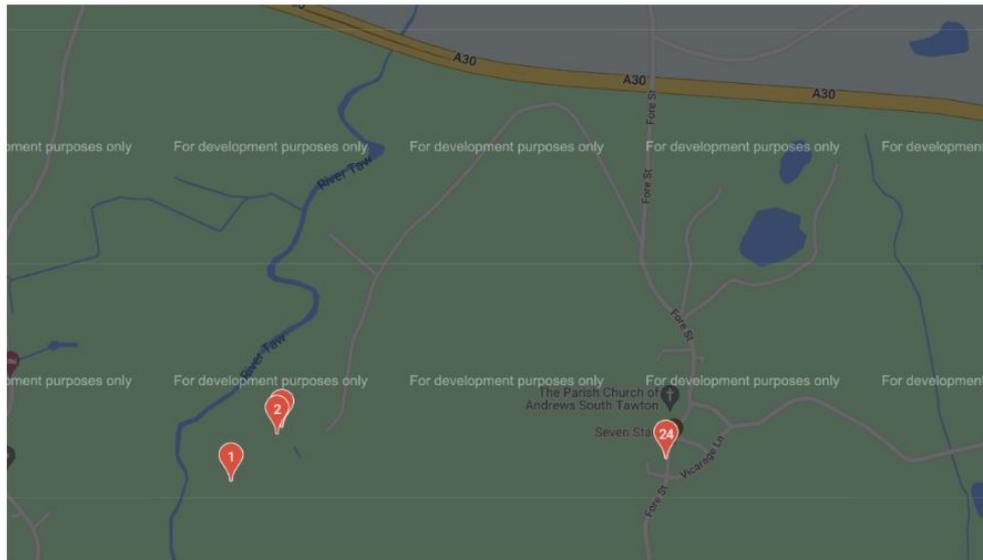
Finally, regarding bags – we suggest that the children bring their packed lunch and drink in their usual rucksack that they use for trips. This will then be more accessible and they can keep this with them. The rest of their kit can be packed in another rucksack/suitcase/holdall and this will stay on the coach and the children will not need to carry this.

Everyone is very much looking forward to the trip!

Best wishes
Mrs Fenemore

Please find below the what 3 words reference for the Taw Bottom campsite:
manager.defectors.blazed

The markers 1 and 2 show the campsite in relation to South Tawton (marker 24)



Mrs V Fenemore
Executive Headteacher
The Woodland Federation
Kings Nympton Primary School and Winkleigh Primary School

Kings Nympton Primary School
Kings Nympton, Umberleigh, Devon, EX37 9SP
t: 01769 580512
e: admin@kingsnympton.devon.sch.uk
w: www.woodlandfederation.org.uk/kingsnympton

www.kingsnympton.devon.sch.uk

If you are not the intended recipient of this message, please notify the sender immediately by e-mail that you have received it before deleting this e-mail from your system. You should not distribute, copy or disclose the contents of this e-mail to anyone else as this email, as well as any files transmitted with it, is confidential and intended solely for the use of the individual or entity to whom it is addressed.