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29th November 2024

Dear Parents,

Hilltop Activity Centre (5th-7th February 2025)

It won't be long and the year 4 visit to Hilltop will be underway. I have sent home with your child a Parental Consent and Personal Information form to be completed and returned by Monday 2nd December, so Hilltop can finalise their arrangements.

I've also included the kit list, together with some frequently asked questions.

There will also be a final parent Zoom meeting on Thursday 9th January @4:00pm for parents to ask any last minute questions and for a reminder of the visit. Please use the link below to access the meeting.

https://www.google.com/url?q=https://us06web.zoom.us/j/86345008351?pwd%3DVwTfSOiUljy2mXlVbJyQ33E46sBRHn.1&sa=D&source=calendar&ust=1733237525084097&usg=AOvVaw1PT-3aF2TPds0xlDjcxPP8

If you have any questions in the meantime please speak to your child's head of school or email the school office.

Yours sincerely

David Hopkins
Deputy Executive Head

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FREQUENTLY ASKED QUESTIONS

Is Hilltop Insured?
We have mandatory Public Liability Insurance to £10 million. Public Liability Insurance does not cover for personal accident or loss or damage to personal property. We strongly advise organised groups to take out group insurance to cover cancellation through sickness, injury or any other reasons. This insurance should be in place at time of deposits being paid.

What are the safety measures?
We have an established Risk Assessment Programme that is subjected to continuous review. We pride ourselves on having an excellent safety record due to the Risk Assessment Programme and the diligence and expertise of our staff in safety matters.

Does Hilltop have a child and vulnerable adult policy?
Yes. We have a recruitment and monitoring procedure in force. All staff complete training in child and vulnerable adult protection as part of their induction.

Emergency Telephone Number
In an emergency, you can call through to the Hilltop office on 01263 824514. Out of office hours the answerphone can direct you through to one of our senior management team, just listen to the voicemail for guidance. However, The Group leader should provide parents with an emergency mobile number for the group leaders on site at Hilltop.

Do children need different clothes every day?
Children need several changes of clothes depending on the length of stay and the weather. We have a large drying room for clothes and shoes for wet weather days.

What time do the children go to bed?
This is for the group leaders to decide. The evening activities start at about 7pm for an hour or so then the children have some free time. Group Leaders can supply hot chocolate before the children go to their rooms for the night. Quiet time at the whole centre is between the hours of 11pm to 7am.

Are the bedroom doors locked at night?
All doors have a locking system that allows the door to be locked from the inside without a key. Group leaders are provided with keys that over-ride the locks to open the doors from the outside. Leaders are located on each floor/lodge and a Hilltop member of staff is on duty throughout the night.

What if a child is homesick?
We advise the children not to phone home as this can upset them more; however, this is at the discretion of the group leaders. If a child does become homesick then the group leaders will decide what action to take. The group leader may know that the child gets upset occasionally. The group leaders on site should have a mobile phone contact number.

Do we get a refund if a child is ill or cannot attend?
No. Hilltop is no different to other holiday bookings you may make. Your group leader is advised to take out insurance to cover against this liability at time of booking.

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HILLTOP KIT LIST

We advise not to pack any new or expensive items of clothing. Adventurous activity is likely to cause them wear and tear!

Bedding:
- ☐ Sleeping bag OR
- ☐ Duvet with duvet cover

(Hilltop will provide pillows and pillowcases)

Footwear:
- ☐ Indoor shoes or slippers (not slipper socks)
- ☐ Outdoor shoes/boots/trainers (2 pairs). No crocs or flipflops
- ☐ Wellies (optional)



Useful Items:
- ☐ A labelled bin bag for wet or dirty clothes
- ☐ Torch and spare batteries
- ☐ Re-useable water bottle
- ☐ Hair bands
- ☐ Tuck Shop money (no more than £10, ideally in change)

Clothing:
(make sure all items are named)
- ☐ Socks and underwear
- ☐ Nightwear
- ☐ T-shirts
- ☐ Long sleeved tops
- ☐ Fleeces/jumpers
- ☐ Waterproof jacket
- ☐ Leggings or trousers
- ☐ Waterproof trousers
- ☐ Clothes for the evening
- ☐ Swimming kit

Toiletries:
- ☐ A wash bag (including shower gel, shampoo, toothbrush and toothpaste, hairbrush)
- ☐ Towel

Warm weather:
- ☐ Insect repellent
- ☐ Sun cream
- ☐ Sun hat
- ☐ Shorts

Cold weather:
- ☐ Woolly Hat
- ☐ Scarf
- ☐ Gloves



No Chewing gum

No Hairdryers

No Mobile phones

No iPods

No Games consoles

No Aerosols / Aerosol deodorant

No nuts or nut products

No electronic gadgets