

PARIS 2019

Reminders to Pupils

Behaviour during travel

- All students will behave sensibly and considerately at all times so that all students and staff have an enjoyable trip.
- Safety is our top priority and students will follow staff instructions at all times.
- Seatbelts to be worn at all times when on coach. Staff to be seated at emergency exits on coaches
- Students/staff to listen to safety announcement on Eurotunnel
- Students to go to the toilet before leaving Eurotunnel as there will be a drive of about 2 hours till the next stop
- Students must always be in groups of 4-6
- Students will be told where to locate a staff member
- Students must arrive punctually to agreed meeting points
- Students to check in with small group leader
- Any inappropriate items brought on the trip or purchased while in France will be confiscated and dealt with appropriately

On Arrival

- Students must listen carefully to information about fire procedures
- If necessary, make bed, check for any problems in rooms (damage etc.)
- Unpack use wardrobes/shelves. Bags to be put out of the way (under bed, in corner)

Daily

- Stay in own rooms
- Make beds, tidy rooms. Staff will check
- Good sensible behaviour in the dining room. Be patient and clear tray when finished
- Preparation of picnic lunch
- Leave key cards in reception when you go out each day
- Wear sensible footwear-usually lots of walking!
- Use sun screen if sunny; take in ruck sack
- Take waterproofs and sweater-we're out all day, weather can change etc
- Take inhalers, medication (if necessary) + WATER
- Take money and camera
- Someone in small group needs to have a watch
- Take clipboard and something to write with!
- Listen when asked, show interest
- Stay in groups
- Always check in with adult at agreed times
- Road safety. Watch for vehicles from the left. Cross at crossings. Stay on pavements

At the centre...

- Students to behave sensibly in their rooms and keep them tidy.
- Students must not go into other students' rooms
- Centre activities with PGL, students will be aware of timings for activities. Students are not allowed to stay in rooms.
- Bedtime! Students must ensure they are ready for bed by lights out. Tidy messy rooms and **ensure straighteners are switched off!!!**
- All damage to rooms must be reported and paid for
- Students to be absolutely quiet after lights out. They and others need their sleep in order to enjoy the trip

The last evening....

- All rubbish in bins
- Packing done, except for wash kits, PJs and clothes for travelling.

The final morning before breakfast....

- Beds need to be stripped, sheets, pillowcases and duvet covers to be put at the end of the corridor
- Leave duvets folded tidily, with pillows on each bed
- All rubbish in bins provided please
- Check nothing left in wardrobes/drawers or bathroom
- Leave rooms unlocked and hand key cards in
- Ensure your luggage is put on coach. **This is your responsibility and no-one else will do it for you!**

Centre staff to do final check with coach leaders and any damage must be paid for

Arrival back at school

- Students to ensure they collect EHIC and any medication/money /passports from their small group leader
- Students to check out with their small group leader when they are collected by their parents/guardians