

19 March 2024

Dear Parent/Carer

### **Geography Residential Fieldtrip – Cranedale Centre, Malton**

I am writing to inform you that we have arranged for you child to attend a two-night residential fieldtrip to the **Cranedale Centre**, as part of their Geography GCSE course.

The purpose of this trip is to collect essential primary fieldwork data for the compulsory fieldwork section of the GCSE course. It is **compulsory** for all GCSE Geography students to complete this, and it will be examined on Paper 3 which is worth 30% of their overall grade.

A full kit list, detailing the required equipment and resources that students will need to bring with them on the trip, is attached to this letter. Students will need to bring suitable **warm and cold weather clothing for the full three day duration**.

Students are expected to maintain the usual high standards of behaviour whilst on the trip at all times, along with following the centre's rules. Any breach of the centre rules or poor behaviour may result in you being required to collect your child from the centre.

The fieldtrip take place from **Friday 17 of May to Friday 19th May 2024**. Students will leave via coach from the academy at 3.00pm on Friday 17 of May and will arrive back to the Academy at around 6.00pm on Sunday 19 May 2024.

The cost of the trip is fully funded by the school, as it is a compulsory part of the GCSE course.

Please ensure you read the attached information regarding the Cranedale Centre. It is extremely important that you understand the expectations and rules of the centre. It is imperative that students comply, as any breach will lead to them being asked to leave the centre.

Included with this letter is a parental and medical consent form, which must be completed and returned to us, along with any dietary requirement information, if appropriate. Please complete the forms, sign where indicated and return to the main office by Friday 19<sup>th</sup> of April 2024.

If you have any questions about the trip, please do not hesitate to contact me by emailing [info@appletonacademy.co.uk](mailto:info@appletonacademy.co.uk) in the first instance. Please also ensure that you refer to and complete the following checklist:

- Read the rules and expectations of the Cranedale centre
- Complete the medical declaration form
- Complete the parental consent form

Yours faithfully

Mr T King  
Teacher of Geography



**Parental Consent Form**

I consent to my child (insert name): .....

attending the residential fieldtrip to the Cranedale Centre from Friday 17 May – Sunday 19 May, 2024.

**Signed:**.....

**Date:**.....

**Print name:** .....

**Data consent form**

On behalf of my school/college I consent to Cranedale Centre using the personal data below to facilitate the organisation and delivery of our fieldcourse.

On behalf of my school/college I consent to The Cranedale Centre using, for marketing purposes, any photographs or videos taken of our students/pupils undertaking fieldwork or other activities at the Centre

**Signed:**.....

**Date:**.....

**Print name:** .....

Our data collection and processing policies are in accordance with the General Data Protection Regulations and as such, data collection from you will comply with those regulations, including but not limited to the following. You have the right to ask for your data to be given to you either as a printout or in electronic form as an excel spreadsheet or in PDF or CSV file format. You have the right to ask for inaccuracies in your data to be corrected. You have the right to ask for your data to be erased.

## **Information for Visiting Students: A-level and GCSE** **Induction**

Your fieldtrip at the Cranedale Centre will be commencing soon and we look forward to welcoming you for an enjoyable and productive stay. You may be unsure of what to expect, so the information in these pages will help you make the most of your visit.

Please remember that you, your school, and the Cranedale Centre have made a big commitment in terms of time and money towards the success of your course, and this maybe your only opportunity to carry out this sort of work. In order to ensure that commitment is rewarded we do need to insist upon certain standards and expectations being met.

### **THE WORKING ROUTINE**

The course programme will have been arranged in advance with your school. You may focus on a single topic during the day or it may be two or three topics. The content has been carefully selected by your teacher to ensure you get the most educational value from the fieldtrip. The working day may be longer than you are used to – it starts at 9:15am and after breaks for meals and some free time, finishes at around 8:30pm in the evening.

We go out in virtually all weather conditions and will be out all day, so please ensure you have appropriate clothing. Late afternoon and evening sessions involve analysis and interpretation of the fieldwork data. There will probably be other courses running in the Centre at the same time and often several smaller courses work together.

### **FREE TIME**

Under normal circumstances, you will have a short break (up to 1 hour) on your return to the Centre in the afternoon. You will also have free time from the end of your evening work session until 11.00pm. The Centre must ensure certain standards of safety and hygiene throughout your time with us and consequently we must insist on the following:

1. Students must remain on Centre premises
2. No alcohol may be brought to the Centre or consumed during your stay
3. There must be no smoking or vaping in any Centre building or on the grounds
4. No chewing gum is allowed in the Centre. Students are asked to refrain from buying it and bringing it onto the premises please
5. Students return to their own bedrooms by 11.00pm and be quiet with lights out. Experience shows that lack of sleep and tiredness can have a detrimental effect on the course. Please don't allow your course to be devalued in this way

## **ACCOMMODATION**

The Centre is located in converted farm buildings in a small village. All bedrooms have central heating and washbasins and could have up to six beds per room. Toilets and showers are available in adjacent blocks. Keys are provided so that your room may be locked while you are out in the field. However, the Centre cannot be held responsible for the security of your belongings and you may wish to insure or not bring, valuable items. Care should be taken with all Centre equipment and breakages must be reported immediately.

The Centre has a Common Room with table tennis and table football facilities, in addition to a board games cupboard. There is also a television which is available on request for viewing special events, e.g. sports fixtures. The Centre has an all-weather tennis court/outdoor play area and soft tennis balls and soft footballs are available for use until 9.00pm. Unfortunately, due to the proximity of windows we cannot allow hard/leather football or rugby balls, so please do not bring these balls with you.

## **MEALS**

Breakfast is at 8.00am each day and the evening meal is at 6.00pm. Please inform us if you have a special dietary requirement or food allergies. This information must reach us at least three weeks before your visit so that our catering team has plenty of time to place special orders and prepare. Your teacher has copies of our Special Dietary Request Form which you will need to fill in and return to us.

The Centre prepares a packed lunch for each student and you are asked to bring a water bottle to ensure you have enough drink in the field. If you are visiting the Centre during the colder months, you are also advised to bring a small thermos flask for a hot drink. This will be filled for you each day by our catering team however please note that the contents will be extremely hot so take care and do not open until lunchtime. The Centre operates a NUT FREE policy and all students and teachers are asked not to bring nuts or products containing nuts onto the premises please.

## **MEDICAL CONDITIONS**

Please ensure that before the fieldtrip you report any medical conditions to your teachers, so that they can relay this information to us. Also, please ensure you bring any medication which you might require as the Centre cannot issue any form of medication. All Centre tutors have first aid training and there is a First Aid Post available in the office.

## **INTERNET ACCESS**

Free WiFi broadband access is available in most areas of the Centre. You are welcome to bring phone chargers with you but these must have a current PAT certificate.

Whilst phones are allowed on the trip it is expected that they are put away during the fieldwork unless asked to use them as part of the activities. **Any inappropriate or excessive usage of phones could result in confiscation.**



## **SAFETY & BEHAVIOUR**

The Centre maintains a strong commitment to safety and the tutors are very safety conscious. Please help us by adhering strictly to any safety warnings issued and by behaving responsibly at all times. This is essential for the safety of all concerned and tutors may curtail activities if they feel safety is being compromised. You will be expected to behave in a courteous and respectful manner both to tutors, and other Centre staff, just as you would at school or college. All Centre minibuses are fitted with seatbelts, which must be used.

## Itinerary

### **Friday 17 May 2024 – Departure for Trip at 3.00pm**

Arrive at the Cranedale Centre at 5.00pm followed by allocation of rooms and a tour of the centre

Evening meal at 6.00pm

Evening Introduction to Regeneration in Bridlington – theory, location, secondary data and risk assessment

### **Saturday 18 May 2024 - Regeneration in Bridlington**

Students will evaluate the success of the Bridlington Quay Townscape Heritage and Seafront regeneration by comparing regenerated and non-regenerated sites

Students will carry out Good Place Surveys and pedestrian counts and take geolocated photographs as a qualitative technique

Late afternoon - Return to the centre for follow up to Regeneration in Bridlington – Evaluate methods. Demonstrate how data could be presented using ArcGIS. Come to brief conclusions based on data collected today.

Evening – Introduction to Downstream River Changes – theory, location and secondary data

### **Sunday 19 May - Downstream River Changes**

Visit at least two sites along the River Derwent to investigate change in variables downstream. Complete risk assessment in the field. Students will measure width, depth, velocity, stone size, stone shape and dissolved load (for human interaction with physical processes). Field sketch at one site as a qualitative technique. Evaluate methods if time allows.

**Depart from the Cranedale Centre at 4.00pm.**



## RESIDENTIAL TRIP MEDICAL CONSENT FORM

TRIP TO: Cranedale Centre, Malton

TRIP DATE: 15 - 17 April 2024

Child's full name:

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Date of birth:

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National Health No: (If known):

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Home Address:

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Home telephone number including area code:

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Doctor's name:

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Surgery address:

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Surgery telephone number including area code:

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EMERGENCY CONTACT NAMES AND TEL NOs (Please ensure parents work numbers and mobile phone numbers are given).

1: 

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2: 

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3: 

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**EMERGENCY MEDICAL TREATMENT (You are not obliged to sign this declaration)**

I (insert parent name): \_\_\_\_\_

the parent/carer of: (insert student name): \_\_\_\_\_  
delegate responsibility for authorising serious emergency medical treatment to the adult(s) in charge of your child's school party. I understand that every effort would be made to contact me before such treatment was authorised.

Signed (parent/carer): \_\_\_\_\_

Date: \_\_\_\_\_

**MEDICAL INFORMATION**

Please use this page to tell us about any current medical treatments, allergies, special needs (e.g. dietary information, foam pillows, etc.) or any other helpful information about your child.

Does your child suffer from any medical conditions? YES/NO

If yes please provide details:

\_\_\_\_\_  
\_\_\_\_\_

Is your child currently taking any medication? YES/NO. If yes please complete the table overleaf. Please include details of travel sickness tablets given prior to coming to school on the day of travel to Cranedale Centre.

Does your child suffer from any food intolerances/allergies? YES/NO

If yes please provide details:

\_\_\_\_\_  
\_\_\_\_\_

Does your child suffer from any other allergies? YES/NO

If yes please provide details:

\_\_\_\_\_  
\_\_\_\_\_



Is your child allergic to any medication, e.g. penicillin? YES/NO

If yes please provide details:

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Does your child have any other special needs we should know about, e.g. sleepwalking/bedwetting? YES/NO

If yes please provide details:

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### MEDICATION

Child's Name:

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The school will not give your child medicine unless you complete and sign this section of this form and the Headteacher has agreed that the school staff may administer the medication. The Headteacher reserves the right to withdraw consent to administer medication if necessary.

| Name of Medication | Dosage | Timing | Method of Administration | Self-Administration YES/NO |
|--------------------|--------|--------|--------------------------|----------------------------|
|                    |        |        |                          |                            |
|                    |        |        |                          |                            |

I understand that I must deliver all medicines personally to a member of staff and accept that this is a service which the school is not obliged to undertake.

The medication will be clearly labelled with my child's name.

Please ensure the medication is within its use-by-date.

Signed (parent/carer): \_\_\_\_\_

Date: \_\_\_\_\_



Print Parent/Carer Name:

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