



## Information for Teachers Prior to Residential Stay

- Medical forms will need to be completed and brought to the venue. We need to be informed beforehand about any special medical information.
- Any special dietary requirements for pupils and staff will need to be emailed to us 2 weeks before the course.
- We need the ratio of boys to girls and male to female staff to work out accommodation 2 weeks before the course.
- School is responsible for organising the students into 'sleeping groups' ie who will be in each tent. We have lots of different sized tents to suit all group sizes.
- Remind the pupils to bring a packed lunch for the first day of the course.
- Should it be necessary for a group member to leave the course early, any transport involved is the responsibility of their school and NOT of Lymley Wood. We recommend that a member of the visiting staff brings a car.
- Please ensure your group is in activity and tent groups before your arrival and according to the information supplied by Lymley Wood.
- School staff will be responsible for all nighttime cover and dealing with any issues . Lymley wood staff will be on call and on site, but keeping children quiet and in their allocated tents is the duty of the accompanying school staff.

## HINTS FOR TEACHERS

- Check the pupils know that it is vital to bring warm and waterproof clothing.
- Every child should bring a named water bottle.
- Pupils should wear trainers or similar shoes for all activities. .
- All clothing and possessions must be named.
- We throw away many, many items because we cannot identify the owner.
- Torches and batteries are very important, particularly on camping courses.
- The school/pupils should bring bin liners for wet clothing.
- Please ensure that all medication needed by group members is brought to the trip, is stored appropriately and is taken with them as necessary (eg. inhalers)
- Please make sure you understand fully our fire arrangements.