



Birch Hill Primary School
Trip to
Rhos-Y-Gwaliau Outdoor Education Centre

8th - 14th March 2026



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1. Introduction

This brochure gives the final details about the forthcoming trip to Rhos-Y-Gwaliau Education Centre, for Year 6. It contains guidance about what to pack, our travel arrangements and details of the sort of activities we will be doing in the course of the week.

Please read the Code of Conduct and the Agreement very carefully with your child and make sure that both of you sign it. This ensures all pupils and teachers have an enjoyable and safe journey. Return it to school as soon as possible.

This year we will be taking four members of staff:-

Mr M Dillon (Party Leader)

Mrs H McAllister

Mrs E Partridge

Miss Callaghan

As in past years, we will endeavour to update the website when we get the chance, from Wales. In addition, any emergency information will be communicated to you via the school and our return travel details will be sent via text. The children will **NOT** be able to make any phone calls home, as this can cause more problems regarding homesickness. You can be assured, that we will phone you if there are any problems at all.

We request that:-

- You ensure that your child realises the importance of respecting the decision above.
- In case of a real emergency, you should contact us through the school channels.
- Do not write to your child as this could also cause problems with homesickness.

2. Centre Information

Rhos y Gwaliau, Bala, Gwynedd, LL23 7ET

Rhos y Gwaliau Outdoor Education Centre is situated in stunning open countryside on the eastern side of the Snowdonia National Park. We will have easy access to scenic mountains, tranquil lakes, awe-inspiring coastlines and breath-taking rivers. The Centre prides itself on the outstanding ability to deliver a wide range of high quality, outdoor education programmes with a variety of activities to suit all ages and abilities.

We will have sole use of the accommodation and facilities. Combined with a small and dedicated staff, this means we will get maximum flexibility in our programme and instruction delivered by staff who can really get to know the children.

Originally, the centre was the village school but has been a residential Outdoor Education centre for the past 20 years. The centre was run by Berkshire L.E.A up until 2004 and is now run privately.

3. Transport Arrangements

The Party will leave Birch Hill Primary School on **Sunday 8th March at 9.30am**. We will meet in the Hall at **9.00am**. On arrival at school, children will report to their class teacher and present any medication, together with their medical form (which can be found at the end of this brochure). Please can parents say goodbye to their children before they enter the Hall and then wait outside the school to wave us off.

May I request that parents' park well out of the way of the entrance to the school to avoid unnecessary obstruction for the coach. Children will proceed to the coach under the guidance of the teachers. The coach is fitted with seat belts.

Children will need a packed lunch for the journey, together with water in a plastic bottle. Please do not give your child fizzy drinks. No sweets please. Never fear we will provide sweets in a controlled way for the journey. When we arrive, we will arrange for a text to be sent, to notify you of our safe arrival.

Our return will commence at approximately 10.00am **Saturday 14nd March** and we hope to arrive back to school at approximately 15:30.

If any children suffer from motion sickness, tablets should be taken prior to the outward journey - before arrival at school - and supplied for the return journey.

4. Pocket Money

You **do not** need to provide the children with any pocket money, as there will not be any opportunities to buy anything.

5. Meals

The meals at Rhos-Y-Gwaliau are very good; everything is fresh, healthy and cooked from scratch. Children will not go hungry. The days are very busy with many activities so it is important that children are encouraged to eat well and this may mean trying different foods that they do not normally eat. If there are foods that should not be eaten on **medical/religious grounds**, you need to let us know, using the form attached, as a matter of urgency.

6. Programme of Activities

There is a full range of activities that the children might take part in, but the basic routine of the day is as follows:-

7:30 Wake

8:00 Breakfast

8:30 Make Packed Lunch

8:45 Duties

9:15 Morning Meeting in the common room

9:30 - 16:30 Activities

16:00 - 17:30 Showers and free time

17:30 Dinner

19:00 Evening Activity

21:00 Bed

7. Groups

Children will work in groups of approximately 12 with one member of Birch Hill Staff and one or two from the Rhos-Y-Gwaliau staff.

Instructors at Rhos-Y-Gwaliau hold national qualifications in the activities, which the children are participating. Qualifications have been checked by the Outdoor Education Advisory Service.

8. Personal Belongings

Jewellery

For their own safety, children will **not** be allowed to wear jewellery whilst taking part in activities. Any jewellery taken will be your child's responsibility at all times. It would be better if jewellery was kept to an absolute minimum or left at home.

Electrical Equipment

Mobile phones, tablets, trackers and other electronic equipment are **not** allowed to be taken on the trip. This equipment is expensive and if it were lost, the children would be very upset. The Centre also does not encourage this sort of equipment on site and if any are found, will be looked after in their reception area until the end of the week. Please **do not** bring a digital camera - bring a disposable one instead.

9. Accommodation

The children will be sharing dormitories, which hold bunk beds. You will need to **pack a fitted bed sheet, duvet cover and pillowcase**. Girls and boys will be separated. Birch Hill staff will have bedrooms in very close proximity. Each child will be asked to choose two friends that they would like to be with, in the dormitory and to work with during the day. These can be two different children or the same. From their choices, we will endeavour to place friends together, but we reserve the right to place children where we feel it is beneficial for that child and others. We guarantee that they will be with at least one of their choices. The children will be told their groups and dormitories on arrival at Rhos-Y-Gwaliau.

10. Kit List

On the following page is a kit list for the trip. Please remember that children will need layers and synthetic materials are better than cotton. Tracksuits (that are not cotton) and fleeces are ideal.

Please note that the centre will provide all children with the following items for the week: Walking Boots, Waterproof Jacket and Trousers, 2 Fleeces and a Rucksack. However you still need a coat for the journey.

Please **do not** bring aerosol sprays as these can set off the fire alarms. Children will be responsible for their own equipment and clothes so please help them by **making sure items are clearly marked with their name**. There is a drying room for children to dry wet clothes.

The list has been set out as a checklist for outward and inward journey to help your child remember to pack everything on their return. Children should bring one case, preferable with wheels and no heavier than 18kg. Please make sure your child packs their own suitcase with you, because they will need to know how to do this on the way home. Please note that all activities need long trousers and long sleeves (even if it is warm), so make sure your child has enough for the week. Please bear in mind when packing clothes that we are doing some activities that involve water; therefore your child **WILL** get wet. Packing enough thick **long walking socks** is essential. Please **do not** pack trainer socks, as these are not suitable for the sort of activities we do.

Children will need their own coat for the journey and a rucksack of their own for things they want to take on the coach. These will not be used during the week as we use the ones provided by the centre.

	OUT	IN
Small Suitcase or Holdall (preferably with wheels) Weight limit 18kg		
Washing Kit		
2 Towels		
Nightwear		
Slippers or indoor shoes		
Cuddly Toy (small) for bedtime - optional		
Underwear enough for duration and spare in case they get wet		
Walking Socks one pair for every day and 2 spare (NO TRAINER SOCKS).		
Socks one pair for every day - for evening or to wear under walking socks		
Base layer - e.g. under armour, thermal - synthetic material is best		
T-shirts - long sleeved		
Long sleeved jumpers or sweat shirts		
Thermal leggings to wear under jogging bottoms		
Jogging bottoms or tracksuits (not cotton) - 3 pairs		
Jogging bottoms (may be cotton) - 2 pairs for the evening		
Warm hat & waterproof gloves or mittens		
Swimming Costume/Trunks		
Wellies		
Lunch Box - lightweight		
Flask for hot drink - please don't use flasks with glass inners as they will not survive the experience. Thermal mugs also leak and don't hold enough for a full day out.		
Water bottle		
Fitted Sheet, duvet cover and pillowcase		
Small torch		
2 dustbin liners for dirty or wet clothes		
Lip Balm (essential)		

11. Code of Conduct

Expectations for behaviour at the centre are very high and in consideration of the nature of the activities undertaken, it is essential that pupils are able to listen to information, rules and guidelines given by staff throughout the course. In the event that a pupil's behaviour is deemed to raise concerns over the safety of themselves or others, they will not be able to participate in activities. Should an individual's behaviour be considered unsafe or disrespectful, we will ask parents to come and get them. To ensure that this does not happen please go through these simple rules with your child.

Outside

- Not to use any of the equipment during free time.
- To listen to instructions and advice from instructors during activities.
- To arrive on time and correctly dressed for each activity.
- To keep the site tidy for the duration of your stay.

Inside

- To keep the dormitory tidy and attend room inspection.
- Not to go into other dormitories.
- To take care when using the bunk beds.
- To be quiet after lights out.
- To enter buildings carefully and take outside footwear off.
- To report any damage however caused.

12. Birch Hill Agreement

Please read this with your child and sign the cut off strip, returning it to school as soon as possible.

The trip to the Rhos-Y-Gwaliau is one where there will be new challenges for you. New activities will be experienced and you will be living in a different environment. Everyone on the journey has the right:-

- a) to be safe;
- b) to respect;

- c) to have the opportunity and confidence to rise to the challenges;
- d) and honesty.

Therefore, we all have the responsibility to:-

- a) make sure your behaviour and conduct does not put yourself or others at risk;
- b) make sure you are polite to adults and each other;
- c) make sure you encourage and help everyone to rise to the challenges that the activities present;
- d) tell the truth at all times.

Clear guidelines are given below to enable this to happen. You need to be aware of them and promise to keep them.

- React to instructions and requests by the staff of Birch Hill School.
- Listen and carry out the safety rules set by the staff and instructors of the Rhos-Y-Gwaliau Centre.
- Do not meddle with any property which does not belong to you. This includes equipment belonging to the Rhos-Y-Gwaliau Centre, the coach on which we travel, that of other members of the Birch Hill School party. If you do accidentally damage any property, report it quickly to an instructor or teacher.
- At night when lights are out, respect others' right to sleep. Lack of sleep can seriously affect performance and coping with situations, which may occur.

We have read the guidelines for the trip together. _____ has agreed that he/she will try his/her utmost to keep to these guidelines. He/she realises that if they are unable to abide to this Agreement, it will be necessary for me to come and take him/her home.

Parent/Guardian _____ Date _____

Child's signature _____ Date _____

Birch Hill Primary School
Rhos-Y-Gwaliau Trip 2026
Medication Notification Form

Only fill in this form if medication needs to be administered.

ON THE DAY OF DEPARTURE bring this form and the medication required and give to the child's Group Leader

I would like my child to be given the following medication during the time he/she is on the school trip.

Name of Medication	Dosage	Time of day
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

(Please remember to include details of inhalers and travel sickness tablets.)

I give my permission for the above medication to be given to my child during the school journey.

Signed Parent/Guardian _____

Date _____

Name of Child (Print) _____

Birch Hill Primary School
Rhos-Y-Gwaliau
Dietary Information

Return this form **immediately, ONLY** if your child has any dietary requirements on medical or religious grounds or is a vegetarian.

Name _____

Special Requirement _____

BRACKNELL FOREST COUNCIL

CHILDREN, YOUNG PEOPLE AND LEARNING MEDICAL AND CONSENT FORM



IMPORTANT: This form must be completed by all adults, children & young people who are participating in the activity because in the event of an emergency this is important information that might be required. For Participants under the age of 18 the form must be signed by their parent/carer. Participants over the age of 18, including adults and young people living independently should sign the form on behalf of themselves.

Establishment: (e.g. project, school, youth centre etc)

BIRCH HILL PRIMARY SCHOOL

Visit/Activity: Residential Trip to Rhos Y Gwaliau

Date/s: 8th March - 14th March 2025

Please provide the following details in respect of the PARTICIPANT:

Full Name:	Date of Birth:
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Home address including post code:	Date of last Tetanus Injection: DDMMYY
	NHS number:

Doctor's Name:

Address including post code:

Telephone:

Please give details of any medical conditions e.g. diabetes, epilepsy, allergies etc:

Please give details of all current medical treatment, including medication which will impact on the activity:

Special Dietary Requirements:

Please provide the following details in respect of the NEXT OF KIN:

Full Name:	Telephone (including STD code):
Relationship to Participant (e.g. mother)	Home:
How should they be contacted in an emergency? (e.g. mobile)	Work:
	Mobile:

Please provide further emergency contacts:

Full Name:	Telephone (including STD code):
Relationship to Participant (e.g. mother):	Home:
How should they be contacted in an emergency? (e.g. mobile)	Work:
Full Name:	Mobile:
Relationship to Participant (e.g. mother):	Telephone (including STD code):
How should they be contacted in an emergency? (e.g. mobile)	Home:
	Work:
	Mobile:

Please provide further information on a separate sheets as necessary

Declaration of Consent

I acknowledge receipt of and understand the information about the proposed visit/activity. I undertake to inform the Group Leader of any changes in the fitness of the Participant prior to departure.

1. I consent to the above named Participant taking part in the activity/visit.

2. I agree

I do not agree

that the staff on the activity can give permission for the Participant to have any medical treatment that medical authorities think necessary, including anesthetic and blood transfusion. If agreement is not given the signatory/next of kin must undertake to be contactable at all times in the event of an emergency so that any responsibility for decisions affecting the participant can be made by the signatory/next of kin.

Signed:.....

Date:

Relationship to the Participant:

The information you have provided will be recorded securely on the Council’s database that will only be used in the event of an emergency by the Council, the Offsite Visits Advisor and the Establishment. No information held on this database will be disclosed to outside organisations or third parties without your written consent, unless there is a legal requirement to do so. This information will be destroyed 3 months after the last date of the activity.

To be completed by the PARTICIPANT if applicable:

I understand that for the safety of all participants in the group, I will agree to obey the rules and instructions of members of staff.

Signature of Participant:.....

Date:.....

Rhos-y-Gwaliau Agreement

Tel: 01678 520 395

Email: office@rygoutdoor.co.uk

Canolfan Addysg Awyr Agored
RYG Outdoor Education Centre,
Rhos y Gwaliau,
BALA, Gwynedd, Wales, LL23 7ET

Statement of Risk:

I acknowledge receipt of the information regarding the proposed activities to RYG Outdoor Education Centre and consent to my child named below participating.

Participation in adventurous activities entails some risk of injury equivalent to that of normal children's play. RYG staff are trained and appropriately qualified to deliver these activities and will at all times proceed in a manner to limit the risk of injury.

I undertake to inform the school of any changes in my child's fitness prior to departure. I have ensured as far as I reasonably can, that my child understands it is important to safety that any rules and instructions given by the staff in charge are obeyed.

Name of child:.....

Signed:.....Date:.....

Please indicate relationship to child:.....

Pupil's Contract

I understand that I need to listen to and follow the instruction of staff at all times in order to ensure my own safety and the safety of others.

Signed:..... Date:.....

Images

I agree that my son's/daughter's image may be used for publicity or marketing purposes. For example, photographs and short videos may be used on our website and presentations. Photos will not be used on social media where children can be identified.

Signed:_____ Date: _____

