Birch Hill Primary School
Trip to
Oakwood Youth Challenge

Wednesday 11th November - Friday 13th November 2026

Table of Contents

1. Introduction 3
2. Centre Information 3
3. Getting to the site 4
4. Pocket Money 4
5. Meals 4
6. Programme of Activities 5
7. Groups 5
8. Personal Belongings 5
9. Accommodation 6
10. Kit List 6
11. Code of Conduct 8

1. Introduction

This brochure gives the final details about the forthcoming trip to Oakwood Youth Challenge, for Year 4. It contains guidance about what to pack, dropping off and picking up arrangements and details of the sort of activities we will be doing.

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 time. Return it to school as soon as possible.

There will be four members of Birch Hill staff accompanying the children:-

Ms Callaghan (Party Leader)
Mrs Russell
Mrs Todd (Y4 TA)
Member of SLT (Mr M Dillon, Mrs McAlister or Mrs Moore)

Any emergency information will be communicated to you via the school.
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 an emergency, you should contact us through the school channels.

2. Centre Information

Oakwood is set in a peaceful and beautiful 20 acre site. It is surrounded by countryside and is safe and secure. Oakwood have welcomed many schools whether it be for a day, packed full of exciting activities or for overnight residentials. Lots of primary schools use Oakwood for their residentials.

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

Oakwood Ethos

Challenge is a big part of the philosophy at Oakwood; so that we can help children to move forward and upward.

We believe that everyone should have a mountain to climb, a challenge to meet, a goal to aim for. While striving for those things, children will experience good and bad times and have to take some risks.

We aim to provide children with the skills that they need to meet these challenges, face the risks and ultimately succeed.

3. Getting to the site

You will need to **drop your child at the Oakwood** site on **Wednesday 11th November at 9:00am** and **pick them up** again from the Oakwood site on **Friday 13th November at 3pm.** The address is **Oakwood Youth Centre, Waterloo Road, Wokingham, Berks, RG40 3DA.**
Once you go through the gate please turn left, park your car in the main car park and carefully walk you child to the Residential area where Birch Hill staff will greet them.

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 children will need **one packed lunch for the first day**. The meals at Oakwood are very good. The children will be served dinner on the first day and then breakfast and lunch on the second day. The meals are provided by Oakwood's caterer each day. The food is chosen with health and nutrition in mind and they can also cater for children with diety or religious needs.

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 grounds, you need to let us know, using the form in this booklet, 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
9:15 Morning Meeting in the common room or on decking, weather permitting
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 8 with one member of Birch Hill Staff and one or two of the Oakwood staff.

All the activities are run by qualified staff and all activities can be run on-site. Any specialist equipment needed for an activity is provided by Oakwood.

Instructors at Oakwood hold national qualifications in the activities, which the children are participating in. 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, therefore jewellery should be left at home. Any jewellery taken (other than studs that cannot be removed) will be taken and looked after by a member of Birch Hill staff until the residential is over.

Electrical Equipment

Mobile phones, tablets, 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.

9. Accommodation

The children will be sharing dormitories, which hold 3 sets of bunk beds. The rooms are split into two corridors of four rooms with two separate rooms on the end of the block which are used by teachers. You will need to **pack a sleeping bag and a pillow.**

Girls and boys will be separated. 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 Oakwood.

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 **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.**

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 a small overnight case. Please make sure your child packs their case with you, because they will need to know how to do this when packing to come home. Please note that all activities need long trousers and long sleeves (even if it is warm). Please **do not** pack **trainer socks**, as these are not suitable for the sort of activities we do.

Children will need a waterproof coat (**definitely**) and trousers (**definitely**) as we will be doing the activities no mater the weather.

	OUT	IN
Small overnight case or bag		
Washing Kit		
Towel		
Nightwear		
Slippers or indoor shoes		
Trainers suitable for climbing and other activities x 2 (in case they get wet)		
Wellies (not essential – wet weather only)		
Cuddly Toy (small) for bedtime - optional		
Underwear		
Socks (NO TRAINER SOCKS).		
long sleeved tops		
Warm Long sleeved jumper or sweat shirts		
Jogging bottoms or tracksuits (not cotton for day activities)		
Jogging bottoms (may be cotton) – for the evening		
Water bottle (named)		
Sleeping Bag and pillow		
Small torch		
1 dustbin liner for dirty or wet clothes		

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.