

## Danes Hill Pre-Prep School Outing Form



Year Group: Transition & Mini Transition  Classes involved:  Coach company:  Tel. no.:  Classes on which coach?  Coach 1:  Coach 2:	Venue:  Tel. no.:  Depart school at:  Lunch arrangements:  Toilet facilities:  Meeting Point:  Leave venue at:
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Teacher in charge of trip:	School phone number: 01372 842 546
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Class(es) participating :

Children's Names:	Children's Names	Teachers and Parents with mobile numbers

Please indicate \* which children have any allergies and ensure that the relevant group leader carries with her/him the appropriate medication if necessary.

Please note the following:

Children been informed about the purpose of trip		Date the information letter sent home	
Children been informed of expected behaviour		Insurance Number KSC- 252037 – 2073	
Children informed of risk assessments		Paediatric First Aider:	
Children informed which Teacher is in charge during visit		"Home" contact given details for emergency	
		Adult ratio whilst on trip	