

Brilliant residentialials



It's time to get excited about your trip!

Agenda – 14/05/2026

- 1. Parent forms (to be sent out by the end of this week).**
 1. Medication
 2. Allergies
 3. Dietary Requirements
- 2. Travel arrangements**
 1. Drop off
 2. Pick up
- 3. Activity timetable**
- 4. Rooms & groups**
- 5. Essentials/ Useful items/ What not to bring!**
- 6. Communication & contacts**
- 7. Behaviour - code of conduct**





Your centre

A complete indoor and outdoor education facility set in the grounds of a former manor house in Ashford, Kent. One of our largest centres, Grosvenor Hall has 50 acres of adventure and recreational facilities.

From the moment you enter the gates, you are immersed in the high-adrenaline excitement of the centre as you pass the adventure park and our lake that offers a high range of water activities such as canoeing and raft building! As you explore the centre our guests continue to discover everything Grosvenor Hall has to offer including a 25,000 sq. ft sports hall which caters for a wide range of indoor activities.





Parent Forms

Residential Consent Form

Dear Parents/ Carers,
Please can the following consent form for the residential trip be completed by Monday 1st June 2025

Section 1

Pupil & Emergency Contact Details

Please provide your child's details and emergency contact for the duration of their trip to Kingswood Grosvenor Hall

1. Child's First Name *

Enter your answer

2. Child's Surname *

Enter your answer

3. Child's Class *

- Ash
 Oak

4. I consent for my child to attend the residential trip to Kingswood *

- Yes
 No

5. Contact Details - Name *

Enter your answer

6. Contact Details - Telephone Number *

Enter your answer

7. Contact Details - Emergency Number for the Duration of the trip *

Enter your answer

Photo & Social Media Consents

Please complete the following questions regarding photo consent and the use of photos on social media

8. I consent for my child to participate in school photos, which may be used on the school Facebook/twitter page and Instagram/blog/other *

- Yes
 No

9. I consent for my child to participate in Kingswood school photos, which may be used on their instagram/twitter/Facebook/blog/other *

- Yes
 No

Section 3

Travel Arrangements

Please answer the following questions which relates to your child's travel arrangements both to and from Kingswood

10. Travelling to Kingswood *

- I will be taking my child to Kingswood
 I have booked and paid for a place on the coach
 My child will be car sharing

11. If your child is car sharing, please provide the name of the adult your child will be car sharing with *

Enter your answer

12. Travelling from Kingswood back to school *

- I will be collecting my child from Kingswood
 I have booked and paid for a place on the coach
 My child will be car sharing

13. If your child is car sharing, please provide the name of the adult your child will be car sharing with *

Enter your answer

Dietary Requirements

Please complete the following questions to advise of any dietary requirements your child may have

14. Does your child have any dietary needs? *

- Yes
 No

15. If you have answered yes to the previous question, please advise what the dietary requirements are

Enter your answer

Section 5

Medical Information

Please complete the following questions which relate to your child's medical needs

16. In case of a medical emergency, it may be necessary for your child to be administered an anesthetic. For this we require your consent. By completing the declaration below you are confirming your consent for this procedure to take place *

- Yes
 No

17. Does your child have any allergies? *

- Yes
 No

18. If stated yes above, please confirm the allergy

Enter your answer

19. Does your child have any medical issues? *

- Yes
 No

20. If stated yes above, please confirm the the medical issues

Enter your answer



Parent Forms



Parental agreement for administering emergency prescription and non prescription medicine

Please answer the following questions which relate to your child and the administration of emergency prescription and non prescription medicine. Due to statutory legislation, parents are now required to give written permission for prescription medicine and non prescription medicine to be administered at school. Prescribed medicine must be labelled, provided in the original container as dispensed by a pharmacist and include instructions for administering, dosage and storage.

21. Do you give permission for prescription medicine to be administered? *

- Yes
- No
- Does not require any prescription medication

22. Name of medication

Enter your answer

23. Dosage of medication

Enter your answer

24. Time of medication

Enter your answer

25. Storage Details

Enter your answer

26. Do you give the permission for the following non prescription medicine to be given? *

- Calpol
- Ibuprofen
- Paracetamol
- No

Code of Conduct

Pupil Code of Conduct for Residential Trip to Grosvenor Hall Monday 22nd June 2026 - Wednesday 24th June 2026

1. Consideration, courtesy and respect should be shown at all times to staff (St Katharine's Staff and Kingswood) as well as other pupils (from St Katharine's and other schools present on the site).

2. Children should ensure that when walking around the centre:

- They either are accompanied by an adult or have asked the permission of a teacher/adult from St Katharine's to go with a group of children (no less than three children at a time).
- They do not go off on their own (at any time).

3. Children should behave responsibly within their rooms and keep them tidy for the safety and consideration of others.

4. If children require the assistance of adults during the evening/night, they should go directly to their designated adult's room. Adult rooms will be identified on arrival.

5. Children should not go into other rooms or allow other individuals into their own. Only members of St Katharine's staff (and cleaners during the day) will be permitted access into children's rooms.

If somebody knocks onto a room, the children should always ask who is there and wait for a reply from a teacher/adult from St Katharine's before opening their door. In the event that the above Code of Conduct is not followed and group leaders have concerns about the safety or behavior of children, this may result in a child being removed from an activity for a period of time or parents being contacted. Please confirm that both you and your child have read and agreed the Pupil Code of Conduct for Residential Trip to Grosvenor Hall by ticking the relevant box on the question below.

27. I, the parent, can confirm both my child and I have read and understood the Pupil Code of Conduct *

- Yes
- No

28. DECLARATION - I hereby confirm that I agree to all the conditions set out in this form *

- Yes
- No

29. Name of person completing the form *

Enter your answer

30. Date form completed *

Enter your answer





Medication

- Clear, labelled bag with child's name.
- Complete the form with the storage, timings and dosage.

Monday 22nd June 2026

- Hand to Miss Clutterbuck (at school).
- Hand to Mr Lang (if dropping child off at Kingswood).
- Asthma pumps will be taken from school.



Travel Arrangements

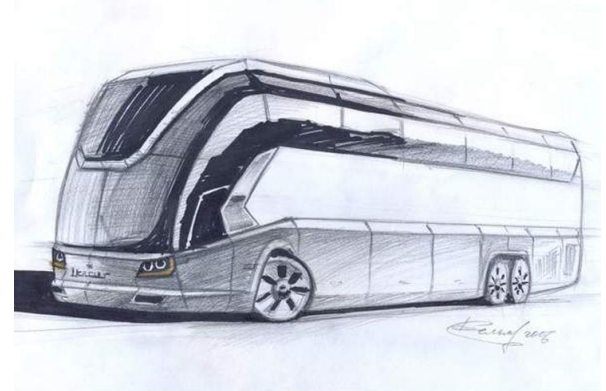


Travelling to the venue

Children to arrive at school for 8:15am. The coach will be leaving school at 9am.

If dropping off

- Parents to drop off and collect their children from Grosvenor Hall (**Kingswood Grosvenor Hall, Kennington, Ashford TN25 4AJ**).
- **Children should arrive at Kingswood for 10am.**
 - *Children are not required to come to school beforehand.*
- Mr Lang will be at the main reception.



Travel Arrangements



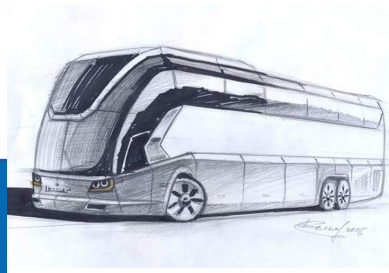
Collecting from the venue

- **Wednesday 24th June** – the coach will leave Kingswood at **2:00pm** and arrive back to school at approximately **2:45pm**.
- Children, who are being collected by parents, should be picked up at **2:00pm**.

Please note, coach timings are approximate and will be subject to traffic conditions on the day – we will send a text message if there is going to be a delay.


Parents to collect children from St Katherine's at 2:45pm. Please notify us if someone else will be collecting your child – they will need your password.

Children can come to school a bit later on Thursday 25th June. Lateness will be authorised until registers close at 10.30am. We understand that some children will not be returning until after lunch due to an induction morning at Aylesford School.



Timetable



		Grosvenor Hall 22/06/2026 – 24/06/2026		Provisional Activity Programme			St Katherines School		
	Group	Meeting Point	Group Leader	Session 1 9:00 - 10:30	Session 2 10:40 - 12:10	Session 3 14:00 - 15:30	Session 4 15:40 - 17:10	Evening 19:30 - 20:30	
Monday	1			Arrive on Centre	Archery Tag (AT1)	Climb - Indoors (Auto Belay) (CL1)	Orienteering (OR1)		Passport To The World (PTTW1)
	2			Arrive on Centre	Archery Tag (AT2)	Orienteering (OR1)	Climb - Indoors (Auto Belay) (CL1)		Passport To The World (PTTW1)
	3			Arrive on Centre	Archery Tag (AT3)	Climb - Indoors (Auto Belay) (CL2)	Orienteering (OR2)		Passport To The World (PTTW1)
	4			Arrive on Centre	Archery Tag (AT4)	Orienteering (OR2)	Climb - Indoors (Auto Belay) (CL2)		Passport To The World (PTTW1)
Tuesday	1			Raft Building (RB1)	Disc Golf (DG1)	Zip Wire (Walking Finish) (ZW1)	Sensory Trail (ST1)		PGL Games (PGA1)
	2			Disc Golf (DG1)	Raft Building (RB1)	Sensory Trail (ST1)	Zip Wire (Walking Finish) (ZW1)		PGL Games (PGA1)
	3			Raft Building (RB2)	Disc Golf (DG2)	Zip Wire (Walking Finish) (ZW2)	Sensory Trail (ST2)		PGL Games (PGA1)
	4			Disc Golf (DG2)	Raft Building (RB2)	Sensory Trail (ST2)	Zip Wire (Walking Finish) (ZW2)		PGL Games (PGA1)
Wednesday	1			Crate Challenge (CS3)	Problem Solving (PS1)	Depart			
	2			Problem Solving (PS1)	Crate Challenge (CS3)	Depart			
	3			Crate Challenge (CS4)	Problem Solving (PS2)	Depart			
	4			Problem Solving (PS2)	Crate Challenge (CS4)	Depart			



Highlights of Grosvenor Hall



3G SWING



ARCHERY



BUGGY BUILDING



Highlights of Grosvenor Hall



CLIMBING



LASER



NIGHTLINE







Safety first

We know how daunting it can be letting your child go on a residential visit, so we do everything we can to make it a safe and enjoyable experience for everyone.

Our **policies and procedures** ensure that the highest safety standards are maintained at all times including:

- Ongoing **safety and first aid training** for all our teams
- **Equipment checks** before every session
- **Qualified first-aiders** on centre 24/7
- All our staff are **fully DBS checked**

We create a warm, supportive environment so children quickly feel at home. **All of our activities are progressive**, allowing them to join in at whatever level they're comfortable with.

We've found the best way to help children cope with being away from home is to keep them busy, having fun from dawn 'til dusk!





Risk assessment & emergency procedures

Kingswood carries out comprehensive risk assessments for each activity and site. You can view and download these at kingswood.co.uk/plan-your-trip/risk-assessments.

Special educational needs

For information about S.E.N. please visit kingswood.co.uk/party-leaders/special-education-needs-and-disabilities

Emergency procedure

We have trained first aiders on site and procedures in place just in case an emergency should occur. Where appropriate and required emergency services would be contacted, however please ensure that you have sufficient cash with you on site in the event you need to take any member of your party to hospital by taxi. William Harvey Hospital - Please speak to Reception to get an estimated cost for the taxi return.

Fire safety

We'll take all groups through a fire drill on arrival day, or within 24 hours of arriving on site so everyone knows exactly what to do in the event of an emergency. If the fire alarm sounds, our priority is to evacuate the building and account for every occupant as soon as possible.

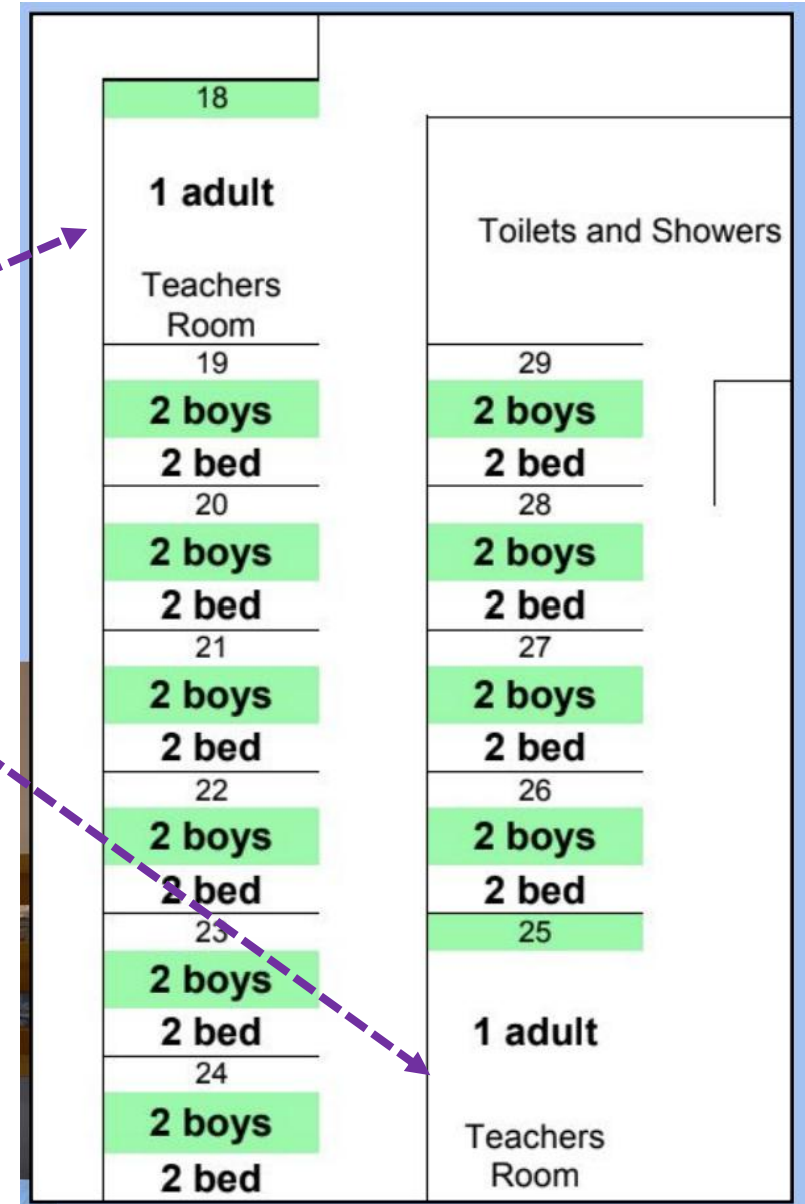
To do this, we'll need your help. When we send your dormitory allocations and agree your provisional programme, we'll ask you to split your students into activity groups of no more than 15. If there's a fire alarm students will line up in front of their allocated activity group number or letter to be counted. Before arrival, you'll need to compile a list of the pupils in each activity group, along with the room they're staying in.

Please also nominate at least one adult to each group. This adult won't have to stay with the group for all activities but will be responsible for counting heads and reporting to our Fire Marshall. Included is a blank form which you can photocopy and use for your group lists. Please note, nominated adults should give us a copy of their group's list on arrival so we have a spare and they'll need to keep a copy with them at all times. If there are more adults than activity groups in your party, please add additional adults to the fire lists so we can account for them.



Sleeping

- Standard dormitory style accommodation
- We have **3 rooms of 6** and **the rest are rooms of 2.**
- Some have en-suite facilities.
- Gender separated bedrooms/ bathrooms/ shower facilities.
- Duvets and pillows are provided.
- Adult rooms are placed at the end of each corridor.





Food Glorious Food

Tasty healthy meals

We have spent time reviewing, discussing and tasting our menus to ensure they give a balanced variety of nutritious dishes and have a wide appeal for hungry tummies.

To keep our young adventurers going during their packed itinerary, we serve three freshly prepared, healthy, buffet-style meals each day, with plenty of variety available - including hot and cold meals, a salad bar and plenty of water available at all times.

We can also cater for most faith and dietary requirements, which we'll ask party organisers about before your child arrives on the centre.



- Children will need to take a packed lunch and a drink with them on the first day of the trip (no nuts, fizzy drinks, chocolate or yoghurt please).
- Children will be provided with an evening meal on the first day and then breakfast, lunch and dinner throughout their stay.
- Canteen style model – similar to what we have in school.
- Vegetarians, Vegans and other dietary requirements are catered for.



Salad Bar



Self Service Area



Sample Menu

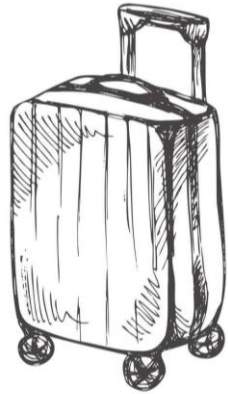


MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
BREAKFAST	BREAKFAST	BREAKFAST	BREAKFAST	BREAKFAST
grilled back bacon	grilled herb pork sausages	grilled back bacon	grilled herb pork sausages	grilled back bacon
Vegan/Vegetable Sausages	Vegan/Vegetable Sausages	Vegan/Vegetable Sausages	Vegan/Vegetable Sausages	Vegan/Vegetable Sausages
baked beans	baked beans	baked beans	baked beans	baked beans
hash browns	hash browns	hash browns	hash browns	hash browns
scrambled	scrambled	scrambled	scrambled	scrambled
mixed fruit yogurt	mixed fruit yogurt	mixed fruit yogurt	mixed fruit yogurt	mixed fruit yogurt
assorted cereal	assorted cereal	assorted cereal	assorted cereal	assorted cereal
fruit Basket	fruit Basket	fruit Basket	fruit Basket	fruit Basket
Jams & Spreads	Jams & Spreads	Jams & Spreads	Jams & Spreads	Jams & Spreads
LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
Beef Bolognaise	Pork Hot Dogs	Chicken bites	Jacket potato Day	Sausage Rolls
Spagetti Pasta	Fried Onions	G/F FISH	beef Chilli	
Garlic Bread	Hot Dog Roll + G/F Rolls	peas/beans	coleslaw	CHEESEY PIZZA
Macaroni and Cheese		Seasoned Wedges	Baked Beans	Baked Beans
Grated Cheese	G/F Wedges		Tomato Meatballs	Steamed Peas
Tomato Sauce	Popcorn Chicken		penne pasta	Thick cut Chips
	Sweet Chili Sauce		saute pots	
	Grated Chesse			
vegan Bolognaise	Vegan sausages	Vegan Sausage Rolls	Vegan Meatball Pasta	Vegan Burgers
Jacket Potatoes	Jacket Potatoes	Jacket Potatoes		Jacket Potatoes
Beans/Cheese	Beans/Cheese	Beans/Cheese	Beans/Cheese	Beans/Cheese
Dinner	Dinner	Dinner	Dinner	Dinner
Beef Burgers	tomato n herb chicken	Sweet n Sour Pork	Italian Chicken	Oriental Chicken
Burger Buns	Sauté Potatoes	Steamed Rice	roasted Peppers	Steamed Vegetable Rice
Chicken Quarter Pounder	Steamed Peas	Oriental Veg	Wedges	Steamed Peas
Sliced Burger Cheese	Cauliflower	Green Beans	Ratatouille	Corn on the Cob
Steamed Peas	Sweet Chili Beef	Amarican Chicken Steak	Cottage Pie	Cumbeland Sausage
Thick cut Chips	Vegetable rice	Diced potatoes	Gravy	Mash Pots
				Gravy
BBQ vegan Fillet				Vegetable / Vegan Cottage Pie
	Sweet Chili Vegetables	Vegan Buttermilk Fillet	Vegetable Ratatouille	



WHAT TO BRING

Please ensure that all items are named.



CLOTHING

Clothes are likely to suffer wear and tear and also get dirty and/or wet therefore you should bring several changes of old clothes for doing activities.

- Tops & jackets
 - T-shirts
 - Long sleeved shirt/T-shirts
 - Waterproof jacket
 - Fleeces/jumpers
- Trousers or leggings but not jeans as they get heavy and cold when wet
- Underwear & socks
- Swimming costume/trunks for water activities
- 1 or 2 sets of clothes for the evening
- Suitable nightwear



Your arms will need to be covered to do some activities.



Your socks will need to cover your ankles to do some activities.



FOOTWEAR

- 2 pairs of trainers
 - 1 for activities
 - 1 old pair for watersports
- 1 pair of dry shoes for evening activities



We recommend that all visitors wear closed-toe footwear while on site due to uneven terrain and safety considerations around activity areas.

OTHER ITEMS

- 2 towels
 - 1 for showering
 - 1 old one for activities
- Reusable drinks bottle
- Small rucksack/bag
- Labelled bin bag for wet and dirty clothing
- Sleeping bag or duvet and pillow (unless otherwise advised)
- Washbag including soap, shampoo, toothbrush and toothpaste (please do not bring Aerosols)
- Hair ties for long hair
- Torch
- Pocket money £10-20 Recommended



TRAVELLING IN THE...

...SUMMER?

- shorts
- Baseball cap/sun hat
- Sunscreen

...WINTER?

- Warm coat
- Hat and gloves

Lost property

We recommend you write a list of what you pack to check before you come home. If you do leave anything behind, please contact your party leader who will contact PGL. Postage will be charged for returning lost items.

Study courses and sports weekends

Groups taking part in study courses and sports weekends e.g. netball/football, should bring appropriate clothing/footwear for these activities.

What to wear

We have included some guidance on what to wear and what not to wear for the activities we are most often asked about. Please note, activities vary at each centre and final activity itineraries are planned by each centre.

Water-based activities

- ✓ Old trainers/water shoes
- ✓ Warm clothing
- ✓ Layers
- ✓ Old clothes
- ✓ Swimwear (for some water activities)
- ✗ Flip flops/crocs/sandals
- ✗ Wellies
- ✗ Jeans

Rope sessions

- ✓ Sturdy footwear
- ✓ Taps to cover the shoulders
- ✓ Shorts that cover the thighs
- ✓ Long trousers
- ✗ Flip flops/crocs/sandals
- ✗ Denim shorts

Muddy activities

- ✓ Old trainers
- ✓ Long trousers (waterproof if possible)
- ✓ Layers
- ✗ Flip flops/crocs/sandals
- ✗ Shorts

PLEASE DO NOT BRING

- ✗ Electrical devices
 - ✗ Computer games
 - ✗ Food items that contain nuts
 - ✗ Jewellery/valuables
 - ✗ Aerosols
 - ✗ Flip flops/crocs/sandals
- If you bring your mobile phone, please note it is not covered by our insurance.





GIFT SHOP PRICE LIST



CLOTHES

- Caps.....£5.50
- T-shirts.....£7.50

GIFTS

- Keyrings.....£3.00
- Magnets.....£3.00
- Mugs.....£5.00
- Postcards.....£0.50

TREAT SOMEONE YOU LOVE...

TOYS

- Teddy Bears.....£6.00
- Football.....£6.00
- Basketball.....£6.00
- Bouncy Ball.....£1.00

STATIONERY

- Notebook & Pen.....£4.00
- Colouring Pencils.....£2.00
- Pencils.....£1.00
- Pen.....£1.00
- Rubbers.....from 40p

ACCESSORIES

- Water Bottle.....£3.50
- PGL Medal.....£3.00
- LED Torch.....£3.00
- Badges.....from £1.00
- Wristbands.....£1.00
- Coaster.....£2.50



Staffing & Communication



- Which adults are going?
 - Mr Lang (floater) / Miss Aikenhead
 - Miss Clutterbuck (group leader)
 - Miss Ashton (during the day)
 - Miss Enston
 - Mrs Aveling
 - Mrs Howard
- Mr Lang will have the school mobile phone on him at all times:
 - **07542 607196**
 - **Mr Lang** will use the phone to contact parents, if necessary.
 - Parents should only call this number **in the event of an emergency.**
- **Facebook posts** will be updated throughout the stay.





Behaviour Expectations

Pupil Code of Conduct for Residential Trip to Grosvenor Hall

1. Consideration, courtesy and respect should be shown at all times to staff (St Katherine's Staff and Kingswood) as well as other pupils (from St Katherine's and other schools present on the site).
2. Children should ensure that when walking around the centre:
 - They are either accompanied by an adult or have asked the permission of a teacher/adult from St Katherine's to go with a group of children (no less than three children at a time).
 - They do not go off on their own (at any time).
3. Children should behave responsibly within their rooms and keep them tidy for the safety and consideration of others.
4. If children require the assistance of adults during the evening/night, they should go directly to their designated adult's room. Adult rooms will be identified on arrival.
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In the event that the above **Code of Conduct** is not followed and group leaders have concerns about the safety or behaviour of children, this may result in a child being removed from an activity for a period of time or parents being contacted.

Please confirm that **both you and your child** have read and agreed the Pupil Code of Conduct for Residential Trip to Grosvenor Hall by ticking the relevant box on the electronic form you have received.



Questions?

