

KIT LIST

Your son/daughter will need to bring the following:-

- Food / drink for the coach and/or money to buy food
- Sun cream - factor 50 or sun block - if possible / sunhat/ sunglasses
- Comfortable sandals and a pair of flip flops.
- A refillable water bottle.
- Appropriate clothing in a small suitcase or bag: light clothing is recommended as it may be quite warm at this time of the year, although Cantabria being in the northern part of the country is a good deal cooler than in the south and we may also see some rain. Therefore, please include a sweater or sweatshirt and a light rain mac.
- Small rucksack or handbag for day visits and on the coach
- A small overnight bag for the coach. Please note that it is not acceptable to keep asking the driver to load and unload suitcases during the journey.
- Packed lunch for the first leg of the journey on Sunday 20th June or enough money to purchase food at the service stations or on the ferry.
- **Watch**
- Bathroom essentials
- Medication you take or may need - paracetamol, travel sickness pills etc - teachers are NOT allowed to give out any medicines
- Money - £20 in English money and £70 / £100 in Euros (divided into 5 amounts for each day and labelled in 5 envelopes) should be enough.
- Note: TOWELS are provided by the hotel.
- Note: if students wish to bring electrical appliances (hair straighteners, phone charger) they will need an adaptor. Suitcases will be lighter and easier to pack without them. There are often not many plug sockets in hotel rooms either.

IMPORTANT NOTE: If pupils bring personal stereos, MP3 players, mobiles or cameras for example, they do so at their own risk. If they are lost or stolen, they may be no opportunity to report it to the police. Be warned that this could affect insurance.

All valuables are the responsibility of the pupil and are brought at their own risk. Sprowston High School can take no responsibility for the loss or

damage of any such items. No money or valuables should be left in the hotel room - we can use the safe in the hotel for money.

BEHAVIOUR AND SAFETY

Normal school rules will apply throughout the trip. All students have signed the school code of conduct and will be expected to follow it at all times. Remember that you are representing your school and your parents, so students are expected to behave properly at all times.

In addition to these expectations there are also:

1. **Travelling rules**
2. **General rules**
3. **Hotel rules**
4. **Specific Spanish rules**

The following are also essential:-

- **LISTENING** - students must listen to and follow all instructions given to them
- **POLITENESS** - we expect pupils to be polite to each other and anyone on our visit.
- Misbehaviour may lead to sanctions

1. TRAVELLING RULES

On the coach -

- Pupils should remain seated at all times
- Seatbelts must be worn at all times in UK and Spain
- Use bins provided
- Extra care will be needed to get on and off the coach.
- Tell someone if you feel ill
- Use the loo stops

2. GENERAL RULES

- No alcohol or smoking at any time
- Pupils will listen carefully to teachers, the driver and the tour guide at all times
- Pupils must be on time at all times
- Pupils are not allowed to buy any of the following:-
 - Any tobacco products or alcohol
 - Knives
 - Bangers or any other fireworks
 - Cigarette lighters

3. HOTEL RULES

- Be considerate of other guests - be quiet in the corridors
- No boys in girls' rooms and vice versa
- Leave your room in reasonable order
- At night, pupils will go to bed at given time
- At night, pupils will stay in their room and lock the door
- Pupils must not open the door to a stranger - only open the door if asked by a teacher
- Pupils may want to leave money or valuables in the hotel safe

4. SPECIFIC SPANISH LAWS -

Please be aware that the Spanish deal with minor criminal acts, including **SHOPLIFTING** and **VANDALISM**, in a more severe manner than the English. Spanish police will not hesitate to arrest a young person for such crimes (with or without an accompanying teacher)

In the unlikely event that rules are broken, please be aware that appropriate sanctions will be taken, both in Spain and on their return to school. Pupils do risk being removed from friendship groups, activities and / or banned from further school trips. If a gross misconduct happens, parents should be aware that they will be expected to make arrangements for their son/daughter to return home.

ORGANISATION OF VISITS AND FREE TIME -

1. Pupils must stay in groups of **3 MINIMUM** at all times :-
2. Pupils will be asked to **register** at regular points during each day (see register group lists attached). Pupils must meet at the times and at the places they are asked to.
3. **Remote supervision** - when we are out and about during the day, we will operate a system of remote supervision. Your son/ daughter will be informed of a central point, at which a teacher will be present at all times. Your son/daughter will have free time away from the main group **BUT** always in their groups of 3 or more. They must return to the central point at the agreed time.

If you are not happy for your son/daughter to have remote supervision time, please inform the school before we leave.

4. Beware of pickpockets who operate in Spain, as they do in England - keep bags and valuables safe.
5. **TAKE GREAT CARE WHEN CROSSING THE ROAD IN SPAIN** - cars are driven on the right hand side of the road. Pupils should take extra care when leaving the coach and when crossing the road in their groups.