

Parkend Primary School  
Yorkley Road  
Parkend  
Gloucestershire  
GL15 4HL



Mrs Kate Burke  
Exec Head Teacher

Tel: 01594 562407

9<sup>th</sup> June 2026

Dear Parents and Carers,

We are looking forward to the upcoming residential and would like to share the final arrangements for drop-off on the morning of departure.

Children should be dropped off at **Parkend School between 8:00 and 8:15am on Monday 15<sup>th</sup> June**. On arrival, any medication must be handed directly to **Mrs Morse and Mrs Thorne**, who will be based in the **library** that morning. Please ensure all medication is clearly labelled and in the original packaging.

Any spending money must be in a named envelope or wallet/purse (£20 maximum) and handed to **Mrs Hutchinson or Mrs Millin** on arrival.

Once your child has been dropped off and medication and /or money has been handed in, we kindly ask that **parents and carers leave the site promptly**, as the rest of the school will be arriving shortly for the start of the school day.

After drop-off:

- **Parkend children** should go straight to their **classroom**.
- **Yorkley children** should go into the **hall**.

Please also ensure your child brings the following items on the day:

- A **packed lunch** for the first day.
- A **reusable drinks bottle**.
- **Travel games**, colouring activities, books, or cards are welcome for the journey.
  - *Please note: no electronic devices or mobile phones are allowed.*

On Wednesday 17<sup>th</sup> June, collection will be approximately 4pm at Parkend School. However, we will update you on the day. Please do not arrive at Parkend School earlier than 3.45pm unless you are notified of an earlier arrival so that we can ensure the car park does not become congested.

Thank you for your support and cooperation. We are very much looking forward to a fantastic residential experience.

Kind regards,

Mrs T Wood

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The Small School with Big Ideas*



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