



A guide for parents/carers who have a child taking part in the

FINLAND EXCHANGE VISITS

Guests from Finland staying in England.

Wednesday 25th September – Saturday 28th September 2024

Return visit to Finland.

Week commencing 10th February 2025 – 4 days, 3 nights.

(Exact dates to be confirmed flight dependent)

1. The Party

The party of 28 from Finland will consist of 20 children, 7 parents and Patrik Karlsson (Head Teacher). The children will stay with the host family in pairs. Emergency contact details of families and staff will be provided to you. The children and adults in the party all speak very good English.

2. Pre-Visit Arrangements

It would be lovely to build up links with those who will be staying with your family during the summer, so if you could provide a preferred telephone number and/or email address that you would be happy for the Finnish family to contact you on, please indicate this on the emergency contact form that will be provided.

3. Itinerary – exact timings will be confirmed nearer the time

DAY ONE – Wednesday 25th September

PM	Finnish visitors arrive from Heathrow in the afternoon and met at school by host families to go to your home and settle in.
6.00pm	Finnish visitors and UK families meet at the Mansfield Superbowl to play bowling (meals will be provided)
8.30pm	Visitors taken home for a good night's sleep.



DAY TWO – Thursday 26th September

8.00am	Meet at School of the host family; Holgate Primary or Sutton Road Primary for tour and activities
AM	Coach pick up from Holgate Primary, then Sutton Road and on to Chatsworth
12pm	Arrive at Chatsworth to visit the house, gardens, farmyard, and adventure playground. Packed lunches will be provided.
PM	Leave Chatsworth and travel back to both schools.
Evening	Disco and buffet at HP/SR



DAY THREE – Friday 27th September

8.00am	Meet at host family school
9.00am	Coach pick up from Sutton Road, then Holgate and onto Nottingham Castle
10.30am	Arrive at Nottingham to visit the Castle and Caves. (Packed lunches will be provided)
PM	Nottingham City Centre Shopping
PM	Coach from Nottingham to Holgate then Sutton Road
Evening	To be spent packing and time with host families.



DAY FOUR – Saturday 28th September

8.30am	Families to meet at Sutton Road to bid farewell to their visitors who will leave on the coach to Holgate then on to London Hotel
9.00am	Families to meet at Holgate for coach to London

4. Behaviour and Safety

Whilst staying with the host families, children will be expected to respect their hosts' home and keep their own sleeping area tidy and be polite and courteous to families and staff.

Whilst joining the activities planned your child is representing Holgate Primary School and Sutton Road Primary School. Larger school parties inevitably attract attention and opinions are quickly formed. We expect our children to be polite, well-mannered and courteous when dealing with host families and school staff, and when mixing with other members of the public.

5. Home Sickness/Illness/Emergencies/Medicines

If homesickness occurs, it is usually very short lived (minutes) and will be dealt with sympathetically and attentively by the staff and your family. Whilst home is never forgotten, the busy schedule means that often the children are either happily occupied or asleep! Depending on your family's facilities, the children staying with you may be given the opportunity to contact home at some point during their stay. This may be by phone or Facetime. If you could provide a preferred telephone number and/or email address that you would be happy for the Finnish family to contact you on, please indicate this on the emergency contact form.

If a child is taken ill whilst out on any of the trips, the staff need your permission in advance to give First Aid or to act as a sensible parent would if medical treatment is needed. Obviously, you would be contacted immediately if a serious problem occurred. Likewise, if a child who is staying with you is taken ill, you will be provided with details of staff that you can contact should this occur.

If you have an emergency at home and need to get in contact with the party urgently, please ring Mrs Severn at school on (01623) 455920 during school hours, or after school hours on 07969 848652. She will be able to contact other staff supporting the visit quickly and help you with your problem.

6. Pocket Money

Whilst all entrance fees and lunches are provided, your child will no doubt want to buy small souvenirs and possibly some refreshments at Chatsworth and Nottingham. We recommend that children have a maximum of £10 and must be in a labelled, zipped purse/wallet. It is not essential for your child to have this amount of spending money; it is only an upper limit!

7. Drinks and Snacks

Your child will be provided with a packed lunch and drinks for the days out.

Although we are still in school time, we do relax the rules slightly on these visits in relation to sweets and do allow children to bring sweets on trips, however, they will need to take responsibility for any wrapping or waste on the coach journeys.

8. Clothing

Children are not expected to wear school uniform on the trips.

9. Gifts for your visitor

School will provide a small gift to your visitor to take home. Usually this is something traditional to England or Nottinghamshire.

We will also keep school informed about our activities and regular updates will be on display on the school Facebook page.



EXTENDED TRIP - FINLAND

1. The Party

The party will consist of 20 children, 6 members of staff and 2 adult helpers. Your child will be staying with a host family along with a fellow pupil from Holgate or Sutton Road Primary School. The party group will go on most trips together but being in a pair with another child will give your child a sense of security. Emergency contact details of host families and staff will be provided to you.

2. Passports and other documents

Your child's passport must have been issued in the last 10 years and be valid for at least 3 months after the date we leave Finland (valid until June 2025 or after).

Your child will be included in the school travel insurance, but you may also wish to arrange your own cover in addition to this. Suggested providers can be found using comparison websites such as Travel Supermarket.com <https://www.travelsupermarket.com/en-gb/travel-insurance/> costs range from around £7 – £30.

We also recommend you apply for a UK GHIC – Global Health Insurance Card (this has replaced the EHIC) for your child which is free of charge via the NHS: [Applying for healthcare cover abroad \(GHIC and EHIC\) - NHS \(www.nhs.uk\)](https://www.nhs.uk)

This card provides entitlement to state provided healthcare should this be required.

3. Travelling and Insurance Arrangements

A coach will take us to the airport (to be confirmed once numbers are known and flights have been booked) on the week of Monday 10th February. Your child can make travelling more pleasant for everyone if certain rules are adhered to. Seatbelts must be worn at all times whilst travelling. Kneeling on seats, leaning forward between seats or out into the aisle will not be tolerated - if the bus goes over a bump or stops suddenly your child could be hurt.

If your child suffers from travel sickness a tablet may be effective. Ensure that your child has a tablet before setting out for school on the day we leave and please provide enough tablets for the duration of the trip including the return journey. To maximize safety, we would be grateful if the tablets were put in a separate labelled envelope and given to Mrs. Davies. They will then be passed to the host families so they can then be given to your child to be taken when required.

4. Behaviour and Safety

Most adult members of the party have accompanied us on previous trips, and some have experience of residential visits, and take their responsibilities very seriously indeed; safety is of paramount importance. The adult/child ratio on this trip is excellent. Safety is maintained by vigilant staff, through organisation and clear guidelines of behaviour for the children.

Whilst staying with the host families, poor behaviour such as running around indoors or rowdiness at bedtime is not acceptable to any of the adults. Children will be expected to respect their hosts home and keep their own sleeping area tidy and be polite and courteous to families and staff.

Please ensure that your child understands the importance of doing exactly what he/she is told. The enjoyment and safety of the individual as well as the whole group depends on this - it is unfair if one or two challenging children dominate the time of the adults.

Your child is representing Holgate Primary School and Sutton Road Primary School. Larger school parties inevitably attract attention and opinions are quickly formed. We expect our children to be polite, well mannered and courteous when dealing with host families and school staff, and when mixing with other members of the public.

5. Home Sickness/Illness/Emergencies/Medicines

If homesickness occurs, it is usually very short lived (minutes) and will be dealt with sympathetically and attentively by the staff and host families. Whilst home is never forgotten, the busy schedule means that often the children are either happily occupied or asleep! Depending on the host family's facilities your child may be given the opportunity to contact you at some point during their stay. This may be by phone or Facetime. If you could provide a preferred telephone number and/or email address that you would be happy for the host family to contact you on, please indicate this on the emergency contact form.

If a child is taken ill, the staff need your permission in advance to give First Aid or to act as a sensible parent would if medical treatment is needed. Obviously, you would be contacted immediately if a serious problem occurred. Please fill in the parent consent form and return it to school as soon as possible, as it is very important that we have this information.

If you have an emergency at home and need to get in contact with the party urgently, please ring Mrs Severn at school on (01623) 455920 during school hours, or after school hours on 07969 848652. She will be able to contact the party quickly and help you with your problem.

If your child needs regular medication whether tablet, liquid or inhaler please ensure that you write the details for administering it on the box/bag that it is kept in and hand to Mrs. Davies on the day of departure.

6. Pocket Money

Whilst all entrance fees and meals are already paid for or provided, your child will no doubt want to buy small souvenirs and possibly some refreshments. We recommend that children have a maximum of £10 in English money and approximately £40 in Euros (this may be slightly less than £40 depending on the exchange rate). £5 is for the first day and must be in a labelled, zipped purse/wallet. The Euros need to be in a labelled envelope for each day (10 Euros per day). Please hand these to Miss. Mullaney or Mrs. Davies on the day of departure who will give them to your child on a daily basis. It is not essential for your child to have this amount of spending money; it is only an upper limit!

7. Drinks and Snacks

We will need you to provide your child with a packed lunch and drinks (no fizzy) on the day of departure and we are planning on stopping close to the airport for a McDonalds or similar so they have eaten again before we fly. We will not be arranging for any food on the flight itself.

Although we are still in school time we do relax the rules slightly on residential visits in relation to sweets and do allow children to bring sweets on trips, however, they will need to take responsibility for any wrapping or waste on the journey to and from the airport.

8. Clothing and Equipment List

Details of checked baggage allowances will be provided once flights have been booked as these vary depending on the airline.

PLEASE LABEL EVERYTHING CLEARLY

A supply of **warm**, practical and comfortable clothing is ideal, however there is a disco one night so they may want to bring something smarter to wear. The weather and temperatures are slightly colder than the UK at this time of year.

- Hand luggage of a PE style bag or small rucksack for daily use containing lunch for the journey to the airport.
- Socks and pants for four days, plus a couple of spares
- Jeans and/or jogging bottoms
- T-shirts
- Warm jumpers or hoodies
- Nightwear and slippers or slipper socks
- Swimwear and beach towel
- Plastic carrier bag for dirty washing
- Warm waterproof winter coat
- Hat, scarf and gloves
- Trainers or comfortable non slip shoes for walking /boots, wellingtons
- Toiletries including hairbrush, toothbrush and paste, shower gel, etc
- Book/comic/small game or soft toy (to keep them occupied on the journey)
- A small notebook or sketch pad and pencil

Optional Extras (only if your child can look after it themselves)

- Camera
- Mobile phone
- Hairdryer

DO NOT BRING

- Computer games/Tablets or other IT equipment
- Hair Straighteners or similar

9. Hospitality Gifts for your child's host family

It is usual custom on these visits for a thank you gift to be taken by every child for the host family. Usually this is something traditional to England or Mansfield/Hucknall/Nottinghamshire and can be some nice confectionery or ornament for the family. Local ideas for gifts have in the past included Thorntons or Cadbury chocolate, Nottingham lace, Denby/Derbyshire pottery, etc. If the gift is breakable, please ensure you pack this well.

10. Itinerary – to be confirmed

DAY ONE

TBC

Arrive at school with all luggage, passports, etc.
Depart from school
Arrive at Airport (to be confirmed once booked)
Check in at (Terminal number to be confirmed)
Flight departs from Airport (Terminal TBC) Flight number TBC
Arrive at Helsinki Airport (Terminal 2), met by families and taken home.



DAY TWO

8.00-10.00am

Meet at School; Vastersundoms Skola for tour and activities

11.15am

Lunch in school then bus to Heureka

P.M.

Heureka Science Centre visit

Evening

Flamingo Centre for West Coast mini golf



DAY THREE

8.00-10.00am

Meet at school for activities

11.15am

Lunch in school then bus to Fazer

12.00-1.30pm

Fazer Chocolate Factory visit

2.00pm

Afternoon to be spent with host families

6.00-8.00pm

Disco and pizza at school



DAY FOUR

8.00am

Helsinki sightseeing, shopping and lunch

P.M.

Train to the airport

TBC (local time)

Check in to Helsinki Airport (Terminal 2)

TBC (local time)

Flight departs Helsinki (Terminal 2) Flight number TBC

TBC

Arrive at Airport TBC (Terminal TBC)

TBC

Approximate arrival at Holgate/ Sutton Road Primary School

We hope that we will arrive back to the schools on time, traffic permitting, however we will keep you updated by text.

We will also keep school informed about our activities and regular updates will be on display on the school Facebook page.