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Registered Charity No: 1112447

11th June 2008

Dear

We are writing to give you the final details, which will help as you prepare for your holiday to Whithaugh Park (02/08/2008 - 09/08/2008). Please **read carefully** through each section of this letter. If you're unsure about anything, then please don't hesitate to contact the office.

Travel

You will be travelling by coach leaving from the lay-by on **Moor Lane, Woodthorpe, York** on **Saturday 2nd August at 2:30pm**. A map has been enclosed. Please can you make sure you arrive **at least 20 minutes** before we depart, and ensure that you **label your luggage** with your name.

We are due to arrive back at **Moor Lane** on **Saturday 9th August at 2:00pm**.

Kit

Please keep this to a **minimum**, but it should include the following:

Usual holiday clothes, warm clothing, sports wear, trainers, indoor shoes, swimming costume, waterproof coat, strong/sensible shoes for walking (preferably walking boots), a small rucksack/shoulder bag, a plastic drinking bottle, towels, toiletries, torch and a bible. The centre now provides all the bedding, so **no** sleeping bags, sheets and pillowcases are needed.

Insurance

We have taken out a holiday and travel insurance policy, which covers us against emergency medical expenses, personal accident, personal liability, organiser's liability and personal possessions. **If you have a pre-existing medical condition your parent/guardian must telephone the Travellers Healthcheck as soon as possible on 08456 582999 to confirm they will cover your condition and advise of any extra terms or conditions.**

Further information about the insurance, including the cover provided is enclosed. Please ensure that you don't bring valuables on the holiday. Our insurance does not cover wilful damage to Whithaugh Park property and unfortunately the parents/guardians of any child causing such damage are liable to meet the costs incurred. The insurance doesn't cover potential loss of earnings due to a personal accident happening at Whithaugh Park. You may want to take a more comprehensive policy that will cover against this.

Whithaugh Park

Our holiday address is **Whithaugh Park, Newcastleton, Roxburghshire. TD9 0TY**. The office telephone number is 01387 375394. In case of emergencies we can be contacted at Whithaugh Park on 01387 375752.

Fees *

The remaining holiday fees are now due. The total cost of the holiday is £148.00 (includes £13.00 activity costs). If you haven't yet paid the full cost of the holiday, your outstanding fees are £ . Please can you send cheques, payable to **York Christian Youth Holidays**, by **Saturday 28th June**.

Medical Form *

We have enclosed a medical form, which will help us care for you in the event of you needing medical treatment. This must be fully completed, signed and returned by **Saturday 28th June**. For those of you under 18 years old before the start of Whithaugh Park, this must be signed by your parent/guardian. Since we've been at Whithaugh Park, we have had a few problems in the evening with insects and insect bites. We would advise using long sleeved shirts and trousers at night along with insect repellent. Those prone to insect bite reactions should bring their own antihistamines.

Behaviour Policy *

This section is applicable only to those of you who are under 18 years old. We have a full child protection policy, part of which includes issues around discipline. It is vital that you read through, understand and adhere to our rules, including sanctions that will be actioned in order to deal with bad behaviour. This must be signed and returned by **Saturday 28th June**. Your parent/guardian must also sign that they support this policy and understand the course of action to be taken should there be any bad behaviour during the holiday.

Images of People - Photographs & Video *

Recent legislation requires that we get permission from your parent/guardian before we can take photographs and video recordings of you during the course of Whithaugh Park 2008. These images may appear in our brochures, newsletters, video highlights etc. For those of you under 18 years old before the start of Whithaugh Park, your parent/guardian must read through, complete and sign, and return by **Saturday 28th June**.

*** Note: It is vital that these fees and forms are returned to the YCYH Office by Saturday 28th June. Failure to do so may result in loss of insurance and possible cancellation of your holiday.**

Activities

During the week, Taskforce will be involved in Kayaking as a team building activity. For those of you under 18 years old before the start of Whithaugh Park, a consent form has been enclosed. Can you ensure that this form is also returned by **Saturday 28th June**.

Questionnaire

At the end of the holiday, we ask all those involved in Taskforce to fill out a questionnaire about the holiday. This helps to analyse how the holiday went, receive suggestions for future years, and find out what you learnt about the Christian faith.

Thanksgiving Meeting

When we return on **Saturday 9th August**, there will be an informal meeting with refreshments at **Tang Hall Community Centre, Fifth Avenue, Tang Hall, York** starting at **7:30p.m.** It will be a great chance for your parents/guardians to find out what we did and to meet the leaders and other young people from the holiday. This will be held jointly with our Junior Camp, who will have returned a couple of days earlier.

If you require any further information, then please don't hesitate to contact the office on 01904 705004, mobile 07985 610759, or our email address office@ycyh.org.uk.

Tom Candlin is overseeing the Taskforce team. If you have any specific requests in terms of the practicalities or requirements, he can be contacted on 01904 642920, mobile 07780 615622, or alternatively you can email him on tomcandlin@gmail.com.

Yours sincerely,

Tim Blackburn



York Christian Youth Holidays

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YCYH is a charitable voluntary organisation, with many years experience of running holidays, programs and events. The organisation is non-denominational and financially self supporting.