



## St Paul's C of E Junior School

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Headteacher: Mrs J M Taylor

7<sup>th</sup> February 2019

Dear Parents,

### TVRL - Reddam House 28<sup>th</sup> February 2019

Your child has been successful in their application to take part in the next TVRL race at Reddam House, Sindlesham RG41 5BG. Please collect your child promptly from the playground gates on Murray Road at **1.30pm**. Children will require a packed lunch which they will need to eat in the car en route to the race. Children should register with the St. Paul's staff once you arrive at the assembly area.

We are fortunate to have this great venue but please be aware that parking is restricted and where possible please car share. There will be marshals directing the traffic so please be patient if there are delays getting into the venue. The course will cover open ground and wooded areas. There is a lake in the grounds which will be taped across and marshalled to prevent access.

3 / 4 course - approx.. 1500m

5 / 6 course - approx.. 2200m

Spikes are permitted but must be declared to the race marshal at the start. These runners will need to stand to one side at the start of the race to avoid injury to other runners.

There will be holding areas marked out (down the steps, below the wall) for schools to base themselves and their property in. In order to allow for the supervision of pupils each school will be allowed four adults down with the children in these areas. (in addition to the staff, recorder and marshals) These adults will need to wear the authorisation sticker for access down the steps.

Parents and Spectators For safety, as previous years, spectators will remain at the top behind the wall and will not be allowed down the steps onto the course.

If parents wish to take photos (for personal and school purposes only) they will need to sign in at the organisers table and receive a sticker.

One final reminder, it is not acceptable for parents/coaches to run around with their children unless there is a specific need. Whilst we welcome encouragement please ensure you remain well clear of the funnel at all times.

**If you have not previously completed the EV2 Parental Consent Form under the forms section of ParentMail, please do so by Friday 15<sup>th</sup> February.**

If you will be transporting other children please complete the EV4 form available on our website at <http://www.stpauls.wokingham.sch.uk/website/letters/29842>. This form will only need to be completed once and will be held on file for the rest of the year.



Children will need:

- St. Paul's PE kit (plain white t-shirt, navy blue shorts) with clean trainers
- a water bottle;
- a black or navy sweatshirt and coat to wear in case of bad weather.

We will provide TVRL t-shirts just before the race.

Yours sincerely

*C Foster*

**Mrs C Foster**

**PE and Games Coordinator**

## **Race Information**

Venue: Reddam House, Sindlesham RG41 5BG

Date: Thursday February 28th 2019

Time: 1.55-2.15 Schools may walk the course

2.25 Children assemble for briefing.

2.35 Yr 3/4 girls race briefing

2.40 Yr 3/4 girls race

2.50 Yr 3/4 boys race briefing

2.55 Yr 3/4 boys race

3.05 Yr 5/6 girls race briefing

3.10 Yr 5/6 girls race

3.20 Yr 5/6 boys race briefing

3.25 Yr 5/6 boys race

Please note we need to be off site by 3.55 to allow Reddam parents and staff to resume normal parking and pick up.

Course - The course will cover both open ground and wooded areas. There is a lake in the grounds which will be taped across and marshalled to prevent access.

3 / 4 course- approx. 1500m

5 / 6 course- approx. 2200m

Spikes are permitted but need to be declared to the race marshal at the start. These runners will need to stand to one side at the race start to avoid injury to others.

There will be holding areas marked out (down the steps, below the wall) for schools to base themselves and their property in. In order to allow for the supervision of pupils each school will be allowed four adults down with the children in these areas. (in addition to the staff, recorder and marshals) These adults will need to wear the authorisation sticker for access down the steps.

Parents and Spectators For safety, as previous years, spectators will remain at the top behind the wall and will not be allowed down the steps onto the course.

If parents wish to take photos (for personal and school purposes only) they will need to sign in at the organisers table and receive a sticker.

Marshals - Each school will need to provide 2 marshals.

Please collect florescent jackets and marshal maps with course positions from organisers table.

**Please ensure your marshal remains in position for the entirety of the afternoon.**



Pens - There will be areas marked for each school to leave their belongings below the wall, down the main steps. (staff, supervising adults and children only)

Car Parking - Please enter by the main college entrance and use main car park and side roads. There will be marshals directing traffic. Please park where instructed. If you intend transporting by coach please notify me when phoning numbers through. **Please ask parents to car share where possible. In order to use the venue we must try and minimise the disruption to their grounds.**

Toilets - Toilets will be available in the Theatre Block.

First Aid: The ambulance will attend but please ensure you bring your own first aider and first aid kit for your school.

