

# The Gilbert School



SAU/IsC  
June 2026

Part of the Alpha Trust

Dear Parent/Carer

## Re: Year 7 Danbury Residential Camp July 2026 – Final Arrangements

We are looking forward to the upcoming Year 7 Danbury residential and would like to share some important information with you, including the transport arrangements for both departure and return. These procedures are designed to ensure a safe and smooth experience for all students and families.

### Monday 13th July – Departure

Students should arrive at school between 07:45am and 08.00am.

Please note that parking on the school site will not be available on the morning of departure (accessible parking arrangements will remain in place for those who require them). Parents/carers are asked to park considerately in the local area and to always be mindful of residents. Brinkley Grove Road must be kept clear to allow substantial space for the 7 coaches that will be arriving around 07:45am.

Upon arrival, students should bring all luggage and report to the Year 7 MUGA, where they will be registered. Students need to bring one suitcase or rucksack as well as a black bin bag with their sleeping bag and pillow in. I would suggest attaching a piece of paper to the black bag with their name on it; this way there is less chance of it getting lost amongst the other 300 bin bags going to camp that day.

Following registration, staff will direct students to their allocated coach, where they will load their belongings.

### Arrival at Camp

When students arrive on camp, they will receive a health and safety talk explaining where the toilets and showers are, where the medical tent is as well as some general rules to ensure they are safe in and around camp.

Students will need a packed lunch for the first day – please ensure this is substantial as students will be very active and burning off lots of calories so will need to eat more than normal. Please do not pack fizzy drinks and/or sugary sweets for them; fizzy drinks will be confiscated, and the sweets attract wasps and flies.

Over the following 4 days students will complete several activities including problem solving, high ropes, archery and a murder mystery – students will be encouraged to take part in all activities but can sit out if they wish. There are also a number of evening activities which run from about 7:30pm – 9:30pm.

Students have chosen their tent groups, and the year office are choosing activity groups; students will be mixed up across tutor groups and populations.

All medication must be handed into student reception during the week before Danbury. Please place your child's medication into a clear plastic bag marked with the student's full name and form group. Please also clearly state the timings and dosage that medication should be given – please feel free to write these details on a separate piece of paper which can then be placed inside the plastic bag. All unused medication will be handed back at the end of the week. We have a fridge for all medication that needs to be stored in a cool place. The only medication that students are allowed to carry is a blue asthma inhaler and an epi-pen.

Headteacher: Mr J Mitchell

Brinkley Lane, Colchester, Essex CO4 9PU

Tel: 01206 842211 Email: [admin@gilberd.com](mailto:admin@gilberd.com) Website: [www.gilberd.com](http://www.gilberd.com)

Alpha Trust

Registered in England and Wales Company No 07755713

Registered office: Norman Way, Colchester, Essex CO3 3US



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Please ensure students pack a labelled water bottle and some sunscreen – students will be outside for around 15 hours a day so will need to regularly top up with sunscreen and drink. We run a tuck shop which opens every evening – students need around £10.00 - £15.00 for the week (**coins only please**).

## Thursday 16th July – Return

Coaches are expected to return between 6:30pm and 7:00pm. Should there be any changes to timings on the day, updates will be communicated via The Gilbert School's Facebook Page.

Parking on the school site will be available from 6:00pm onwards. If the car park reaches capacity, parents/carers should use nearby roads, again being respectful of local residents and ensuring Brinkley Grove Road remains clear.

Accessible parking spaces must only be used by those who need them.

## Collection Arrangements

Parents/carers should wait at the designated waiting area, located near the blue floor gym (New Sports Hall) and Year 10/11 MUGA, accessed via the lower part of the car park through the green gates. To avoid congestion and ensure student safety, we kindly ask that you only wait in this designated area. Please refer to the attached Danbury Procedures Map which demonstrates an overview of the return journey including the waiting area.

Coaches will arrive at staggered times along Brinkley Grove Road. On arrival:

- Students will remain seated until instructed
- Luggage will be unloaded and placed along the external school fence
- Students will disembark, collect their belongings, and enter the school site
- They will then walk past the waiting area where parents/carers will be positioned

If a parent/carer has not yet arrived by this point, students will wait safely in the Year 10/11 MUGA until they are collected.

We kindly ask for your support in following these arrangements to ensure a smooth, safe, and well-organised experience for all students.

If you have any questions, please do not hesitate to contact the school.

Yours faithfully

Mr S Auton  
Danbury Residential Camp Lead  
[sau@gilberd.com](mailto:sau@gilberd.com)

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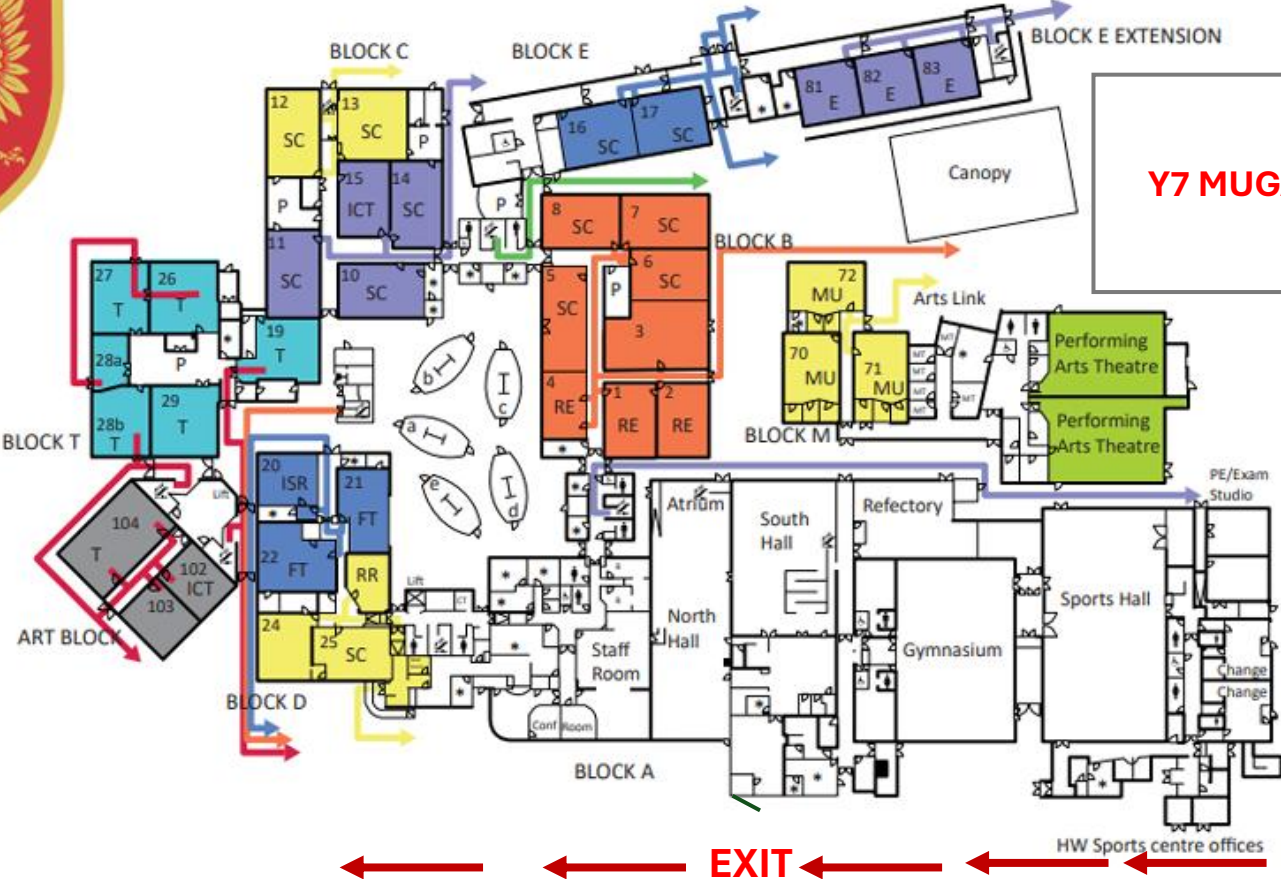
The Gilbert School Danbury Transport Procedure Map 2026



BRINKLEY GROVE ROAD

Key

- Student Movement
- Baggage Collection
- Waiting and Collection Area



Y8/9 MUGA

Students enter school site here

Y10/11 MUGA

Students wait here if parents/carers not present

Parents/carers enter school site via Main Gate and park here

CAR PARK

EXIT

Green gate

WAITING AND COLLECTION AREA

Parents/carers wait here

