



**First Travel Solutions Limited.**Registered Office: Petre Court, Petre Road, Clayton Business Park, Clayton Le Moors, Accrington BB5 5HY **Tel: 0203 467 2002 -** <u>www.firsttravelsolutions.com</u>

# **Frequently Asked Questions**

Here you can find answers to the most commonly asked questions. If you have a question that hasn't been answered, please contact us and we will be happy to help.

## Are there any restrictions on the size of a group I can bring?

The minimum group size is 24 pupils + staff, there are no restrictions for larger groups however, not all centres have the capacity to accommodate large groups, our team can advise of suitable sites for large groups at the time of enquiry.

## How are prices worked out?

Our fully inclusive programmes are advertised "from  $\pounds$ " per participant. When we provide a quote, we include all aspects of the trip in one "fully packaged" price. Our commitment is to keep the cost as low as possible to encourage greater participation.

## Who makes all the arrangements for our trip?

The team at First Education and School Travel manage all aspects of the booking and arrange all of the different package elements with our partners. We will also arrange a mutually convenient time for group leaders to carry out a preliminary visit to the centre ahead of the trip for you to meet the on-site team to discuss your requirements.

#### How do we make payment?

We provide a straightforward, flexible, 3 stage invoicing and payment process. We do our utmost to make this stage of the planning as hassle free as possible.

#### What equipment do we need to bring?

In most cases, you do not need to bring any bedding but for packages delivered in our Essex Outdoors venues, the whole group will need to take a pillow case, bottom sheet and duvet cover. Don't forget, you will need to take suitable clothing, toiletries, towels and any prescribed medication – we will provide a kit list in advance. We will also provide a dietary and medical form for you to complete before your visit takes place to ensure the on-site staff have all the relevant information required to make your visit trouble free.

#### How many staff do we need to bring?

You must bring at least one leader/responsible person for every 12 young people participating in activities. Your local authority may have even tighter ratios so please check with them too.

#### Are my group insured on your site and on their journey?

First Education and School Travel and all our partners are covered by relevant Public Liability insurance, any additional cover should be arranged by each individual group. We suggest that all groups purchase their own cancellation insurance.

## Do the activities have links to what we are studying as part of The National Curriculum?

Yes! Depending on which programme you choose the activities and residential itself could be linked to Geography, P.L.T.S, History to name but a few. All programmes have real and tangible learning outcomes.