



Risk assessment and emergency procedures

Kingswood carries out comprehensive risk assessments for each activity and site. You can view and download these at www.kingswood.co.uk/health-and-safety.

Special educational needs

For information about S.E.N. please visit www.kingswood.co.uk/health-and-safety/special-educational-needs

Emergency procedure

We have trained first aiders on site and procedures in place just in case an emergency should occur. Where appropriate and required emergency services would be contacted, however please ensure that you have sufficient cash with you on site in the event you need to take any member of your party to hospital by taxi. Wrexham A+E is closest and a taxi costs around £55.00 return.

Fire safety

We'll take all groups through a fire drill on arrival day, or within 24 hours of arriving on site so everyone knows exactly what to do in the event of an emergency. If the fire alarm sounds, our priority is to evacuate the building and account for every occupant as soon as possible. To do this, we'll need your help. When we send your dormitory allocations and agree your provisional programme, we'll ask you to split your students into activity groups of no more than 15. If there's a fire alarm students will line up in front of their allocated activity group number or letter to be counted. Before arrival, you'll need to compile a list of the pupils in each activity group, along with the room they're staying in. Please also nominate at least one adult to each group. This adult won't have to stay with the group for all activities but will be responsible for counting heads and reporting to our Fire Marshall. Included is a blank form which you can photocopy and use for your group lists. Please note, nominated adults should give us a copy of their group's list on arrival so we have a spare and they'll need to keep a copy with them at all times. If there are more adults than activity groups in your party, please add additional adults to the fire lists so we can account for them.



Kingswood's code of conduct

Please make sure your students have read and understood our code of conduct before arriving on centre. Party leaders are responsible for ensuring students stick to the rules during their stay.

- All guests must observe and respect these rules at all times.
- Guests will treat the centre with respect, particularly the woodland, grass and planted areas.
- Guests will use the bins provided at all times.
- All guests will treat each other with respect, regardless of race, religion, gender or special educational needs.
- Guests must not use the activity areas and equipment unless supervised by Kingswood instructors.
- During activity sessions the Kingswood instructor in charge is responsible for participants' safety. Participants must follow his or her instructions so as not to do anything that may compromise their own or anyone else's safety.
- Guests will keep their dormitories and the communal areas clean and tidy at all times. Liability for any damage caused to Kingswood property, liability must be signed before leaving the centre and will be invoiced post visit.
- Guests should arrive promptly for sessions and meal times.
- Students must return to their dormitories at the agreed times and keep noise to a minimum. Guests should stay in their accommodation, except in an emergency, without disturbing any other groups during the night.
- Under 18s must not drink alcohol.
- Under 18s must not smoke.
- The centre general manager has the right to ask any group behaving inappropriately to leave the centre.

Please note, if an activity takes place off-site, an adult member of the school party must accompany the group.

Centre location

For Sat Nav use postcode: CH7 5LH

(Please ensure this postcode is used for SATNAV directions and not the postcode from the centre's postal address.)



The Kingswood Centre, Colomendy, Loggerheads, Nr Mold, Flintshire, CH7 5LB.

From the north.

- From the M56 follow onto A55 signposted Chester/North Wales.
- Take the Mold turning and follow A494 signposted Ruthin.
- As you come into Loggerheads valley, take the left hand turn into the centre before the We Three Loggerheads pub.

From the south.

- Follow the A5 through Wrexham.
- When you get in to Mold follow A494 signposted Ruthin.
- As you come into Loggerheads valley, take the left hand turn into the centre before the We Three Loggerheads pub.

Please call +44 (0) 1352 811 000 in case of delays or for more detailed directions.



What to pack

Here's a list of things you'll need to pack – along with a few that aren't essential but could be useful.

Things you'll need:

- Toiletries etc (please note deodorants must be roll-on, no aerosols).
- Clothes, shoes and underwear. For many activity sessions closed-toed shoes, long-sleeved t-shirts and trousers are required (these are required for nearly all sessions, so bring plenty.) We recommend wearing old clothes for activity sessions.
- Waterproof clothing (jacket, trousers and wellingtons).
- Large plastic bag for dirty clothes.
- A bath towel.
- Sunglasses, sun cream and hat in summer.
- Gloves, hat and scarf in winter.
- Pyjamas and slippers.
- A named water bottle (essential in summer).
- If you have swimming or pool party on your programme please ensure your students bring a swimming kit (only applicable for Kingswood's Isle of Wight, West Runton, Grosvenor Hall centres.)
- If you have watersports on your programme please ensure that you bring light-weight trousers or shorts, t-shirt and old trainers with closed laces.

Useful items:

- Wet weather gear for field studies.
- Books, playing cards and other quiet activities.
- Money for snacks and souvenirs in our shop.

If you're staying in our Adventure Lodges please note that no outdoor footwear is allowed inside the accommodation so indoor footwear will be required. Also please bring appropriate sleepwear to ensure you are comfortable sleeping under canvas.

Kingswood can't accept liability for the loss of any personal property brought to our centres – so please don't bring any valuable items, expensive clothing and footwear, mobile phones, handheld games consoles etc. We're unable to store them and they won't be insured while on centre.