09th October 2021

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| Combined Cadet Force  Calday Grange Grammar School  Grammar School Lane  West Kirby  Wirral  CH48 8GG  Contingent Commander  Mr G Bosworth  Telephone: 0151 625 2727  Email: [ccf@calday.co.uk](mailto:ccf@calday.co.uk) | Army Officer in Charge  Lieutenant S Horton-Muir  Telephone: 0151 625 2727  Email: [army.ccf@calday.co.uk](mailto:army.ccf@calday.co.uk) |

**REF: CGGSRD21**

**Recruits Training Day, Altcar  
Sunday 17th October 2021**

**Please note that all consent forms are now to be returned electronically (unless parents / guardians have no access to a computer and the internet) to avoid loss of information, and must be sent to the email address indicated in the “RETURN OF FORMS” section of this letter from the parent / guardians email account (not a cadet’s).**

**CAN PARENTS/GUARDIANS PLEASE COMPLETE ALL ASPECTS OF THE CONSENT FORM CORRECTLY?**

**The electronic form can also be downloaded from the school website at** [**www.caldaygrangegrammarschool.co.uk**](http://www.caldaygrangegrammarschool.co.uk/) **or requested from or OC Army Section at the email addresses below.**

Dear Parents / Guardians,

**GENERAL:**

The Section are running a Recruits Day at Altcar on Sunday the 17th October 2021. This is so that we can put into practice some of the things that they have already learnt and also to build new skills and develop vital teamwork components.

**ACTIVITY DETAILS:**

Cadets are required to parade at Calday Grange Grammar School Sunday 17th October for no later that 0715hrs as coaches will be leaving at 0730hrs. They will be travelling to Altcar Training Camp via coach and will return for around 1730hrs.

During the event the cadets will participate in varies activities such as:

* CQB (With the use of paintballs)
* Camouflage and Concealment
* Cooking Ration Packs
* Basha Building
* Section Formations
* Hand Signals

These activities will both improve and test the cadet’s self-discipline, ability to work as a team and knowledge of fieldcraft, weapon handling and most importantly be fun.

Risk assessments are carried out for all these activities.

**CONDUCT:**

Due to the location of the training, other cadets, Reservists and Regular soldiers will be in the area, and as the CCF is part of the school, behaviour of the cadets reflects on the school and future events. It is expected that cadets act in a responsible polite manner and correctly dressed throughout the weekend. Further to this, cadets are requested to keep their kit neat and tidy and packed away at all times to prevent any items going missing.

TIMINGS:

Cadets are to parade, ready to go, no later than 0715hrs at Calday Grange Grammar School and will return back to the school for 1730hrs

**DRESS:**

I am aware that we have not issued any form of uniform yet so I ask that all cadets are to be dressed in old clothes that are suitable for them walking around and being able to get them dirty. It is okay for them to wear old gym clothes, as long as the trousers are long and they have a full t shirt/top on. I also ask that they have a proper jacket with them in case of a change of the weather and also a fleece/hoodie/sweatshirt that they can use in case it becomes cold.

Can I also ask that everything that they are taking with them be put into the day sacks (that can issued from stores) for the day.

**EQUIPMENT:**

The following equipment is to be brought by all cadets:

| **ITEM** | **QTY** | **REMARKS** |
| --- | --- | --- |
| MTP Daysack | 1 | Only if issued |
| Waterproofs (Jacket & Trousers)\* | 1 pair | Collect from stores |
| Water bottle\* & Mug\* | 1 | May be collected from stores if one cannot be purchased |
| Notebook & pencil (essential) | 1 | Spare pencils / pens |
| Insect repellent & sun cream | 1 of each |  |

\* Many of the above items can be obtained from the CCF stores.

**Cadets are to use spare time on Thursdays to obtain from the stores, any items that they do not already have.**

**FOOD / MESSING ARRANGEMENTS:**

Cadets must bring their own packed lunch for the day and make sure that have a suitable breakfast before parading at the school in the morning. Also can I ask that they have suitable snacks for the day as well.

**PERSONAL POSESSIONS:**

Mobile phones may be brought, but can I ask that they are not out during any of the activities.

Go pros are permissible and may be taken and used if cadets have them.

However, they (and any other personal items) are brought at the cadets’ own risk. The CCF will not accept any liability if items are lost, stolen or damaged.

**MEDICAL ARRANGEMENTS:**

Parents / guardians are asked to complete the electronic consent form, ensuring that all medical conditions, including injuries, are clearly noted. Please also ensure that any allergies are clearly noted. This form should be signed (electronically) and **emailed** to me by the date shown below. Please do so either in Word or PDF format.

Cadets who require medication during the day, or have allergies etc. that might require them to take medication should bring this with them and either keep it with them in a labelled bag / container or give it to staff for safekeeping. A qualified first aider will be present and able to deal with any minor injuries should they be sustained. Any more serious injuries will be dealt with as required and may require parents / guardians to accompany the cadet to hospital.

**RETURN OF FORMS:**

Please return forms to the following email address only:

* [0240mui@armymail.mod.uk](mailto:0240mui@armymail.mod.uk)
* army.ccf@calday.co.uk

**ALL FORMS MUST BE RETURNED TO THE CCF BY** **14th October 2021**

Replies need to be in by this date to allow transport to be confirmed and all relevant documentation to be supplied to the school and local authority.

**CONTACTS:**

If you have any queries regarding the contents of this letter, please do not hesitate to contact SMI Horton or myself on the number(s) below:

**2Lt S Horton-Muir 07734051135**

**SMI K Horton 07920880084**

Yours faithfully,

**2Lt S Horton-Muir  
OC Army Section  
Calday Grange CCF**