



This document accompanies the team meeting/phone call for the your trip and includes the necessary information so you can enjoy your adventure. Please read the document in full and I strongly suggest you ask lots of questions no matter how stupid they sound as I can guarantee others will be thinking it and make a note of the answers on this form.

You are essentially on a Humanitarian project and even though this is a fully managed trip this is not a holiday, it's an adventure. We can ensure you 5 star memories not 5 star travel or accommodation so please understand that even though we try and aim for the best transfers and travel, economy travel can sometimes feature delays and changes but it's all part of the adventure.

The other adventure is you are part of a team, a team of up to 15 people all of different ages, beliefs, views, interests and drinking habits! Again, this is part of the adventure and it's only for 8 days, so embrace the challenge.

Ultimately, this trip could change your life, you will certainly appreciate what you have when you return home even if that's just the peace and quite.

#### How does it work and where does my money go?

The way Adventure Aid works is for you to gain a place on your chosen project you have to make a minimum donation of £1700. Now, some people do this through a range of fundraising events and some pay for it personally. The first payment required is your £200 non-refundable deposit, which as it says is non-refundable but if for any reason you change your mind this money still goes to the project you are supporting. The next payment we need is 8 months before the trip, which is £800, this money is generally budgeted to pay for the flights outright as if we do not pay the full amount, the airlines can increase the price at a later date, which ultimately affects the project. The final payment of £700 is due 8 weeks before the start of the trip and covers the expenses for our partner charity to host us for the week along with the donation part of the project. Some people pay this by standing order up until 8 weeks before the trip which helps spread the cost.

Now depending on the project we may send the deposit money out early and further donations later so once you have committed to a place on the team and the flights are paid then the full amount is due as we have committed to our partner charity and plans are in motion. If something happens which means you cannot go then we will try and find someone to take your place but cannot guarantee this and you may not get all of your money back depending on what the person is willing to pay and how close it is to the start of the trip. Remember though, you are still liable for the minimum donation if you can't go once the flights are booked. Any money raised above the minimum donation all goes to the project you are on.

We do claim gift-aid as a charity on your donation and this is used to develop future projects, emergency funds for the partner charities already in place, support currency changes, fund our courage award each year and cover the cost of the website.

Has the founding trustee along with any other future trustees who come on board to help manage the projects we personally do not receive a penny for the time it takes to administer the charity,

manage the projects or the time away on trips, however whilst leading trips our flights and expenses are paid for.

### Safeguarding?

Adventure Aid works closely with our partner charities and are lead by their guidelines, however as a children's charity we do have a safeguarding policy in place (available on request) and as part of that policy we do not allow situations where any team member is left alone with any child and this is for the safety of both parties. All trip leaders are CRB checked and known to the partner charity and we have vetted our partner charities to ensure child welfare is priority before we support them or run a trip.

### Our Projects

As a children's charity our focus will always be on developing partnerships with trusted small children's charities around the world in the pursuit of helping disadvantaged children through improving their education and welfare.

The projects we develop are driven by our growing number of supporters who want new adventures, so as we grow the number of projects I am always looking for people that once they have been on at least three trips, show good leadership skills and most importantly understand the concept which we deliver across all our trips may want to market and manage one of the established projects they are passionate about.

If you have any concerns or questions please do ask in the group or privately after the meeting as if this is your first Adventure Aid trip we want you to be happy and confident when speaking to others about what we do and where donations go.

#### 1. Personal Hygiene

This is by far the most important element of the trip. YOU MUST shower at least once daily preferably morning and night. You MUST wash your hands before and after all meals and after going to the toilet and use anti bacterial gel throughout the day especially after washing hands, before/after eating food and regularly throughout the day. This WILL make the biggest difference to your experience. Remember your body is not used to the environment, food or water so do not believe it is. Try the food, but only food which has been cooked in front of you and only drink and brush your teeth with bottled water which we will organise.

#### 2. Preparing your Gut

To get the most out of the event we request that you start taking a good quality travel probiotic (i.e. Optibac travel) in tablet form (5-10 billion per tablet) one week before the event and throughout the trip and finish the tablets when you come home. We also recommend you eat natural yogurt or take a general pro-biotic on a daily basis for a month prior to increase your gut defences and so to reduce any food poisoning you may experience on the

trip. The change in environment, flight and food will have an effect on your digestion and you may suffer from constipation instead of diarrhoea.

The food you eat will be a mixture of hotel / home cooked food and mainly vegetarian so if you have any requirements please let us know, but experiencing the food is also an adventure.

### 3. First aid, Vaccinations and Medical conditions

The trip leader is first aid trained and we carry a standard first aid kit with us which will include antihistamines, headaches tablets and other items usual needed and we regularly review this after each trip but YOU ARE RESPONSIBLE for making sure ALL your vaccinations are up to date and that you carry your vaccination card with you. It is a requirement of the trip that you have vaccinations for Tetanus, Polio, Typhoid, (TB – Tanzania only) Hep A and B and Rabies. The costs will vary depending on your surgery but expect to pay for Rabies.

We would recommend that you take the advice of the travel nurse at your local practise who will refer to the Natnac website.

For India and Tanzania (depending on the recent reports) you must also take your malaria tablets as prescribed (Malarone or a non-branded tablet) depending on the trip and complete the course when you arrive home.

You MUST inform us of any past or present medical conditions along with current medication however minor prior to the event so we are prepared and can fully consider your safety. We will carry various products within the first aid kit but you must carry a personal supply of the following; Anti-septic spray, Travel sickness, Constipation and Diarrhoea tablets. Re-hydration sachets, bite cream, antihistamines, Headache tablets and any other medication your doctor recommends.

Due to where our projects are based and especially in the case of Nepal, we could be 5 hours away from a hospital so it is important we are aware of any conditions and if you have concerns then please speak to us, and then your Doctor. We have never had a medical emergency on a trip, which is why we need to know of any conditions to keep it that way.

### 4. Malaria and associated diseases

Especially on our Indian and Tanzania project, malaria is a risk and it is easily dealt with by the following ways:

Early evening – after your shower/wash make sure you wear trousers and a long sleeved top if you are going outside.

Using tropical strength mosquito cream/spray and apply to any exposed areas of skin (usually ankles).

If you can get permethrin spray for your clothes this will help, or purchase Anti mosquito clothing which are available at most outdoor shops including Rohan, Cotswold and Go Outdoors and Decathlon who can offer discounts for charity events by showing this document.

Should you notice any bites, you MUST spray the area with anti-septic spray. If you know that you have an adverse reaction to insect bites, please let us know and see your doctor before you join the trip.

#### 5. Travel and Insurance

We always stay together as a team at the airports / hotels / overnight stays so please do not wander off as this compromises the security of the trip and if you miss your transfer you do not get a refund.

As we are flying long haul you must bring and wear flight socks. The risk of DVT increases with age and whether you smoke and drink. Generally, any swelling will reduce within the first day or so. To reduce this risk please move around cabin at least every hour, keep hydrated and minimise alcohol in-take.

The event includes return travel and all transfers within the country. In the spirit of the event we will be flying economy and transfers within the country will be within a rented vehicle supplied by the partner charity. We recommend that you travel within the vehicles with your seat belt on.

You must have suitable travel insurance in place and bring a copy with you. If your travel insurance does not or will not cover you for this trip then we can provide this from our NGO insurance at an additional cost of around £25-35.

#### 6. Accommodation

We will be staying in a mixture of private family homes / hotels and camping in the case of Nepal. Therefore we ask that you show respect to each other in terms of hygiene and courtesy to the other members of the group and especially to your host. You will receive home cooked food in the evening, so again respect is a must.

You must not leave the accommodation at night without permission of the Adventure Aid event leader. The facilities will be basic but clean and you must assist as part of the team to keep the accommodation clean.

#### 7. Respecting the Culture

You will be entering a multi cultural society and therefore you must show respect at all times and dress appropriately. The partner charities we work with, work with the people we are visiting and it has taken years to build trust, which you could damage without showing respect. You will be shown the correct customs as required and we expect you to follow them and by immersing yourself in their culture you will gain greatly.

#### 8. Spending money

You will not need a great deal of money but you should bring enough for lunch / drink throughout the day. We estimate £100 per week will be sufficient but you are free to bring more for purchasing gifts but we can take no responsibility for its loss. You cannot get the currency until you get into the country so take UK pounds / Euros, which can be exchanged

at the airport. ATM's are available so best to take a credit or debit card but make sure you let your bank know where you are going.

#### 9. Animals

There is a risk of rabies in parts of the countries we visit and therefore you must not approach any wild animals however tame or friendly they may appear.

Do not go into grassland or go off footpaths or main roads where water ditches exist due to the risk of snakes. Do not go for walks at night unless this is organised by us.

#### 10. Donations

An important memory of your trip is what you give out throughout the week. General items, which are good to take are; soap, toothbrushes, soft toys, clothes (2-16 years), sports equipment and some projects will have specific items to take. A soft duffel bag is ideal for donations (Sports Direct £10) please don't bring hard shell suitcases.

#### 11. Personal luggage

You have 27kg luggage allowance of which you personally have 7kg hand luggage (55x40x23) with the 20kg hold luggage for donations but you do not need to take any more than the following;

- You will need an approximate 40-50 litre soft bag/rucksack.
- 3 x t-shirts / tops (1 x long sleeved top) treated with anti-mosquito liquid
- 3 x lightweight trousers / shorts (convertible trousers) or lightweight clothing for the ladies, suitable for the environment that can dry quickly, your evening wear will need to be treated with anti-mosquito liquid.
- Nepal – Fleece jacket for the evening / thermals for sleeping in.
- Swimming stuff for Sumatra / India
- Comfortable “breathable” cross trekking/trainer shoes (Nepal) and Flip Flops / Sandals for India
- Wash bag / Antibacterial Travel Towel
- Sun tan lotion SPF 10+ (if you have light skin)
- 3/4 x Underwear / ankle socks
- 1 x Toilet Roll! (don't worry, we will have plenty of toilet roll in the team)
- 3 or 4 small bottles of antibacterial hand sanitizer
- Cap or Hat
- Sunglasses

For Nepal, please bring a spare set of clothes for when you fly out /return to Kathmandu from the mountains.

Please do not bring in excess of what is above as you will take up space in the vehicles and you will need to carry any excess luggage yourself. It's an adventure, so try and survive with less, please pack light and where possible wash your clothes daily when washing where possible.

**We will provide water during the day and you must keep hydrated** and let us know as soon as you feel ill in any way.

If you have any further concerns then please let me know as when we start the event it should all be about having a once a in lifetime experience.

**NOTES**

**Essential information for the trip:**

Please supply a copy of your Passport { }  
(YOU ARE RESPONSIBLE FOR LETTING US KNOW IF YOU UPDATE YOUR PASSPORT AND YOU ARE LIABLE FOR ANY COSTS IN RELATION TO REPLACEMENT TRAVEL/VISAS)

Full name as it appears on your passport \_\_\_\_\_

Full Address: \_\_\_\_\_

Contact number / email: \_\_\_\_\_

Next of Kin and contact number: \_\_\_\_\_

Any Allergies / dietary requirements: \_\_\_\_\_

Are you allergic to penicillin? \_\_\_\_\_

Any prescribed medication: \_\_\_\_\_

Do you suffer with Asthma? \_\_\_\_\_

Do you have a nut allergy? \_\_\_\_\_

Have you ever suffered from a Stroke / Heart Attack / or low/high blood pressure? \_\_\_\_\_

Are you affected by long-haul flying or altitudes up to 3000m? \_\_\_\_\_

Any other medical conditions we should be aware of? : \_\_\_\_\_

Is there any reason why you would not be permitted a visa? \_\_\_\_\_  
(criminal record etc)

Who is your travel insurance provider: \_\_\_\_\_

Any other information you think we should know? \_\_\_\_\_

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The information I have provided is true and accurate and should it change I will inform Adventure Aid Immediately.

Signed: \_\_\_\_\_ Print Name: \_\_\_\_\_

Date \_\_\_\_\_