

## - APPENDIX -

### 1. CANOEING

The following precautions will be taken to ensure the safety of students:

- Ratio of one staff member to five students (1:4.6). Regulation is 1:6
- Still waters only (no rapids or surf).
- Buoyancy vests will be carried on each canoe.
- A fully qualified P.E. staff member from Tikipunga High School will be present. He has the equivalent of the required Australian Bronze Medallion covering all aspects of life saving including resuscitation.
- Supervision will be spread out over the area of exploration.

### 2. SWIMMING

The following precautions will be taken to ensure the safety of students:

- Ratio of one staff member to six students (1:5.75). Regulation is 1:20.
- The pool is enclosed and has attendants fully qualified in water safety and life saving.
- Supervision will be covered in full.

### 3. ROTORUA

These precautions will be taken to ensure safety of students:

- Ratio of 1:8 supervision.
- Protective masks for asthma sufferers in case of irritation from sulphur gas.
- Ventolin will be carried at all times.

### 4. BILLET CONTACT

In order to assure safety and security for students in the homes of billet hosts, we will have all of their contact numbers and addresses and all students will have staff contact numbers. Hosts will have a copy of all relevant information in relation to health and personal needs.

### 5. EMERGENCY PROCEDURE

In the Whangerei district the phone numbers are as follows:

- Police 438 7339
- Ambulance 437 5750
- Hospital (Northlands) 438 2079
- OR DIAL 111
- The Auckland, Rotarua and northern emergency numbers will be acquired on arrival at each district.

### 6. FIRST AID KITS

- W.H.S. camps F.A.K. x 2
- Bus F.A.K.
- Taurikure Camp F.A.K.

#### First Aid Knowledge

- Staff member Aydin Abdullah has a good knowledge of CPR procedure.

#### Medication

- Staff member Deidre Waight will carry an emergency supply of medication in addition to that carried by students.

### 7. CONTACT PHONE NUMBERS

- If W.H.S. staff or parents need to contact us in NZ, the central numbers for information are as follows:

Tikipunga High School, Whangerei:	0011 649 437 3299
	001 5649 437 2522 (fax)
Rob & Stephanie Davidson:	0011 649 438 8042
5 Jessie Street, Tikipunga, Whangerei	(All hours)
Auckland City Youth Hostel	0011 649 309 2802
Rotorua Youth Hostel	0011 647 3476810

- \* We will keep in touch as needed with the W.H.S. administration / T.H.S. will have bilot phone numbers.

### 8. INSURANCE

- The bus company has a full comprehensive insurance cover.
- Each individual will be covered by Jetset policy C which is a pacific cover for medical, baggage and cancellation losses/risks. - maximum \$300 per item of baggage / extra premium for pre-medical conditions / optional (separate) cover for student-owned instruments above \$300 (inquire on 008 882317)

# PERSONAL BELONGINGS AND CLOTHING LIST

- Sleeping Bag
- Pillow Slip
- One medium suitcase
- One overnight bag
- Two towels (medium size)
- Toilet bag with essentials:
  - toothbrush and paste
  - soap with container and shampoo
  - hairbrush
  - facials , medication ,etc.as needed
  - insect repellent and sunscreen
  
- Set of nice clothes for travel days
- Two white shirts
- One black formal trousers or skirt and 2 black tights
- Band windcheater
- Two jumpers (one thick woollen and one windcheater)
- Two casual long pants (e.g. jeans, tracksuit pants, cords)
- Two warm shirts and one light shirt or T-shirts
- One jacket or parka (at least water resistant)
- One pair black shoes and one casual shoes (and shoe polish)
- Two sets pyjamas, minimum 5 sets underwear, 5 socks (including black)
- One bathers, one pair of shorts and protective headwear [hot & cold]
- Two rubbish bags for laundry
- Air-tight container of washing powder (washing can be done at billet homes)
  
- \* Camera (optional)  
It is recommended that film be bought in Australia (duty free)
  
- \* Wallet: recommended maximum cash is \$A 50 (\$NZ 67). Amounts above this should be either by credit or cash card (personal) or left in the care of the coordinator (tour access cash account)
  
- \* Passports: these will be carried at all times by the Group Coordinator.

The temperature in the Auckland, Whangerei region is 2 - 3<sup>o</sup> higher than Melbourne (like Sydney).

## - MAIN CONTACT PHONE NUMBERS -

Tikipunga High School, Whangerei:	0011 649 437 3299 0015 649 437 2522 (fax)
Rob & Stephanie Davidson: 5 Jessie Street, Tikipunga, Whangerei	0011 649 438 8042 (After hours)
Auckland City Youth Hostel Cnr. City Road and Liverpool Street	0011 649 309 2802 0015 649 373 5083 (fax)
Rotorua Youth Hostel Cnr. Eruera & Hinemara St	0011 647 347 6700
Williamstown High School	397 1899


# PROCESS TO FOLLOW TO ENSURE SMOOTH MOVEMENT OF MUSICAL INSTRUMENTS FROM AUSTRALIA TO NEW ZEALAND.

1. WHEN ARRIVING AT TULLAMARINE, GO TO CUSTOMS OFFICE ON GROUND FLOOR OF TERMINAL.
2. BE AT LEAST 1-1.5 HOURS AHEAD OF BOOK-IN.
3. HAVE THE INSTRUMENTS AVAILABLE FOR VISUAL SIGHTING.
4. FORMS WILL BE ISSUED AND STAMPED THERE AND THEN.
5. N.Z. CUSTOMS WILL PROBABLY FOLLOW SAME PROCESS AND ISSUE A "SIGHT-OUT" OR "EXPORT CERTIFICATE" OR MAY ACCEPT AUSTRALIAN DOCUMENTATION.
6. SIMPLY HAND IN DOCUMENTATION WHEN LEAVING N.Z AND THEN WHEN ARRIVING BACK IN AUSTRALIA.

## ASSOCIATE MEMBERSHIP CARD

On behalf of my Group I agree to abide by the Youth Hostel regulations of the country in which it is travelling

Signature of authorised person on behalf of member organisation.



**AUSTRALIAN YOUTH HOSTELS ASSOCIATION INC.**  
MEMBERSHIP CARD


V1033366      19 / /      ASOC  
(Membership No)      (Date of Birth)      (Category of Membership)

WILLIAMSTOWN HIGH      (Family Name)      (Given Name)  
 SCHOOL  
 PASCO ST  
 WILLIAMSTOWN  
 VIC      3016  
(Address)

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EXPIRES END SEPTEMBER

1992



1993

**TRAVEL INSURANCE CERTIFICATE**  
**CERTIFICATE NUMBER: 8534409**  
 Policy Effective 1 April 1992

This Travel Insurance Certificate must be attached to a full brochure to form the Policy document. Please ensure that you read and understand the terms, conditions and exclusions that apply.

Insured WILLIAMSTOWN DOB 5/8/58  
 Spouse HIGH SCHOOL DOB LIST.  
 Address PASCO ST  
WILLIAMSTOWN Postcode 3016

Sponsor (Inbound) .....

**1 POLICY SELECTED**  
(Please tick one box)

INDIVIDUAL	INTERNATIONAL	DOMESTIC	COST												
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>													
FAMILY	<table border="1" style="width: 100%; text-align: center;"> <tr> <td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td> </tr> <tr> <td>A+</td><td>A</td><td>B</td><td>C</td><td>D</td><td>E</td> </tr> </table>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A+	A	B	C	D	E	\$1099.80
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A+	A	B	C	D	E										

**PRE-EXISTING MEDICAL CONDITION COVER REQUIRED**

AUTHORISATION NO. 008284  
 INDIVIDUAL \$75      FAMILY \$150  
 NOT AVAILABLE  INBOUND

**3 AGE LOADING**  
 AGE 70 - 74      1 1/2 TIMES PREMIUM  
 75 AND OVER      DOUBLE PREMIUM

**ADDITIONAL BAGGAGE** International Travel Only  
 Limit any one item \$4,000 - overall maximum \$10,000


Premium \$4 per \$100 value  
 (Cover is void if valuation not attached)  
 NOT AVAILABLE       INBOUND      \$ 25 AUG 1992

**3 INBOUND (PTA COVER)**  
 INDIVIDUAL      PA  PB  PC  PD  PE   
 FAMILY      PA  PB  PC  PD  PE

**4 OTHER**      AGE LOADING ALSO APPLIES

**TOTAL AMOUNT PAYABLE**      \$1249.80

Date Certificate Issued 25/8/92  
 Dep. Date 13/9/92      Destination NZ  
 Return/Expiry Date 23/9/92      Period of Journey 10 Days  
 Signed for and on behalf of Jetset Insurance Services (Agencies) Pty. Ltd.  
 Travel Agent AIA NZ      A.C.N. 400 953 271

  
**TRAVEL INSURANCE CERTIFICATE**  
**CERTIFICATE NUMBER: 8534409**  
 Policy Effective 1 April 1992  
Client's Copy

BALLAD TRUMPET - TRUMPET CLASSIC

HARLEM NOCTURN - CANZONA - I DREAMED A DREAM

EL MIRADOR - DICK TRACEY

PARADA MEXICANA - TOCCATA

AUSSIE MEDLEY - BOUND FOR S.A.

TIE ME KANGAROO - WALTZING MATILDA

MARCH MILLATAIRE - RADETSKY - FANFARE

SOME WHERE OUT - STARLIGHT - EL ONDOR PASA

JETSONS - MUPPETS - PUTTIN ON THE RITZ

ROCKIN IN THE 60'S - LET IT BE - WEST SIDE STORY

SOLO	SYMPHONIC	AUSSIE FOLK	MARCH	MODERN
BALLAD FOR TRUMPET	DICK TRACEY	AUSSIE MEDLEY	MARCH MILLATAIRE	EL CONDOR PASA
HARLEM NOCTURNE	EI MIRADOR	BOUND FOR S.A.	RADETSKY MARCH	JETSONS
I DREAMED A DREAM	ENIGMA	TIE ME KANGAROO	FANFARE AND PROC.	LET IT BE
CANZONA	PARADA MEXICANA	WALTZING MATILDA		MUPPETS
TRUMPET CLASSIC	TOCCATA			PUTTIN ON THE RITZ
	FARGROUND			ROCKIN IN THE 60'S
				STARLIGHT EXPRESS
				SOME WHERE OUT
				WESTSIDE STORY





To whom it may concern,

The following musical instruments and equipment will be used by the williamstown high school concert band in New Zealand between september 13 - 23, 1992

INSTRUMENT/ EQUIPMENT	MAKE	SERIAL NUMBER	LOCATION IN TRANSIT
CLARINET 1	BEUSCHER	1043125	ON BOARD
CLARINET 5	YAMAHA	027412	ON BOARD
CLARINET 6	YAMAHA	027950	ON BOARD
ALTO SAX 9	YAMAHA	029767	ON BOARD OR BAG.
ALTO SAX 10	EVETTE /BUFFET	403612	ON BOARD OR BAG.
ALTO SAX 5M	YAMAHA	102655	ON BOARD OR BAG.
TENOR SAX 11	BEUSCHER	693964	BAGGAGE
TRUMPET 19	YAMAHA	001008	ON BOARD
TRUMPET 20	YAMAHA	041718	ON BOARD
TRUMPET 22	YAMAHA	001049	ON BOARD
TRUMPET 28	YAMAHA	050389	ON BOARD
TRUMPET 30	YAMAHA	047165	ON BOARD
TENOR SAX 33	YAMAHA	024691	BAGGAGE
FLUTE 35	GEMEINHARDT	F03737	ON BOARD
FLUTE 36	GEMEINHARDT	F03637	ON BOARD
FLUTE 39	GEMEINHARDT	E69763	ON BOARD
BARITONE SAX 42	ARMSTRONG	N268674	BAGGAGE
FRENCH HORN 44	B&S WELTKLANG	243049	BAGGAGE
BARITONE HN. 45	YAMAHA	100271	BAGGAGE
FLUTE T. LEE	YAMAHA	102655	ON BOARD
TRUMPET K.SPRLING	YAMAHA	206835	ON BOARD
BASS CLARINET PHS	BUNDY	50154	BAGGAGE
TRUMPET N. CORDEL	HOLTEN OR GETZEN	546823 OR SK43802	ON BOARD
KEYBOARD RHODES 660	ROLAND	ZA71592	BAGGAGE
BASS GUITAR	WASHBURN	CK800324	BAGGAGE
ACOUSTIC GUITAR	DI GIORGIO	28 (1980 )	BAGGAGE
KEYBOARD STAND			BAGGAGE
BANNER			BAGGAGE
DIDGERIDOO			BAGGAGE

FINN KOREN  
CO-ORDINATOR

*Finn Koren*

12/9/92