



## **Malawi 2024 – Terms & Conditions (v6)**

### Registrations and eligibility

- a) The event is open to Berkshire Scouts who will be 14 or over on 18 July 2024 and will be members of an Explorer Unit or Scout Network at the time of the event.
- b) Participant registration will close on 30 April 2023 (unless extended). For safety reasons the event will have a cap on numbers. Every effort will be made to accommodate everyone that wants to attend however, bookings may be closed early, or a selection process implemented, if capacity is reached.
- c) Registrations will only be confirmed on receipt of deposit payments and a booking form signed by the parent/guardian of those under 18 (or by the participant if they are 18 or over at the time of booking) to confirm receipt and acceptance of these terms and conditions.
- d) Adult delivery team members will be confirmed by the Event Leader. Members of the event delivery team must be over 18 years old on the 1 July 2024 and hold a full adult role on 'Compass'. DBS and all required training must remain up-to-date for the duration of involvement with Malawi 2024.

### Deposits and payments

- a) The participant fee will be £3,750. Although there is a modest inflation/contingency built into the budget any substantial price increases outside the control of the organising team (eg: air tickets) will have to be passed on to participants; this will be at cost.
- b) The leader fee will be communicated separately.
- c) The fee will cover briefings, return air tickets, insurance, training events, catering, all on-site and off-site activities, t-shirt, transport to and from activities locally (Malawi), project fees, Malawi 2024 necker, and accommodation. The fee excludes the cost of vaccinations and any additional personal insurance (see travel insurance below).
- d) A £450 deposit per person is payable on booking. A go/no-go decision will be taken by 31 August 2023 and will consider the numbers of booked participants and adult volunteers to confirm the viability of the event. Based on this assessment:
  - i. If the event is deemed to be unviable, the first deposit will be returned in full.
  - ii. If the event is deemed to be viable, the deposit will be used to fund the costs of the event and become non-refundable (see refunds and cancellation below).
- e) The remaining balance is to be paid in bi-monthly instalments. (payment plan issued separately)

### Refunds and cancellation

- a) If an individual withdraws from the event after the no/go decision, any fees already paid will be non-refundable.
- b) If the event has to be cancelled for whatever reason, any unspent or uncommitted money will be refunded on a pro-rata basis based on fees already paid. Any shortfall will need to be claimed by individuals from their travel insurance policy (see below). Berkshire Scouts will be unable to cover any uninsured losses.
- c) The viability/final cost of the trip is dependent on flight availability and that will not be known from the airlines until the summer of 2023. If, for reasons outside of the organising committee control, things change, the trip may need to be amended/cancelled.

### Travel insurance

- a) Each individual will be covered by a centrally purchased travel insurance policy. Every effort will be made to cover as many insurable risks as possible, but it is not always possible to cover every risk (eg: epidemic/pandemic, natural disasters). Details of the policy will be shared with leaders/participants/parents who may choose to arrange extra cover (at their own expense) for things such as any shortfalls on refunds referred to above.

### Personal information

- a) Individuals agree that Berkshire Scouts can process personal information for the purposes of running the event.
- b) Where Personal and/or sensitive Information is collected and processed, this will be done in accordance with Berkshire Scouts Privacy Statement and Data Protection Policy, copies of which can be found [here](#).
- c) Individuals acknowledge that photos and videos will be taken during the event and agree that where they include images of the individual, these may be used by Berkshire Scouts in promoting this and future similar events. If individuals do not want these used they should inform the event leaders.

### Standards of behaviour

- a) For reasons of personal safety, and the safety of others, high standards of behaviour are required and participants are expected to demonstrate the [Values of Scouting](#) in the lead up to, and during the event. The event leadership team reserve the right to remove individuals from activities, and/or send individuals home at their own expense, where they deem it to be necessary.
- b) The training programme is designed to prepare participants for living and working in Malawi. Participants are expected to attend all training weekends.