



Newsletter #4 – November 2018

Contingent Leaders Message

There is only 8 weeks until our Contingent departs on the Pre-Tour and shortly after, the Venture. The excitement is building, and I hope you are looking forward to our trip as much as I am.

There's a lot that needs to be done in next two months. We have our orientation days happening all around Australia. This is your opportunity to meet some of the Contingent Team, and some of the Venturers joining you on this great trip. The orientation days are for both Venturers and parents and also your opportunity to ask questions, receive your Contingent Kits and to meet others joining you on this adventure – please attend in uniform.

You also need to start making contact with your expedition units to see if there are any special items you need to bring or expedition specific indemnity forms. Unit leaders have just been appointed so you should get an email from yours shortly if not already. Please check your email regularly for details and updates.

The Venture have also set up unit specific Facebook groups to provide another means of communication ahead of the Venture. To find your group click here: <https://www.facebook.com/pg/illuminate2019/groups/>

Included with this newsletter is a suggested list of items that everyone will need to pack. You need to keep your baggage weight limits to the amounts specified. We often get calls from parents saying that their Venturers gear won't fit in the bags or weighs too much. If it doesn't fit, you've packed too much!

Recently, I briefed the Australian Consul General in Auckland on our trip. We discussed many aspects of the Contingent including our risk management and emergency planning. They are very supportive of our Contingent and have offered their support in the unlikely event that it is required.

Lisa and I will be attending every orientation session, we are really looking forward to meeting you all. It is going to be an amazing trip! Thanks for being part of the adventure!

Rik Scholes
Australian Contingent Leader

Payments Update

As was sent in an email on 24th October, final payments have been extended and are now due on:

10th November 2018

Please make sure **ALL** outstanding payments are made by this date. This includes any additional fees such as merchandise, tent, activities, expeditions.

If there is any issue with making this final payment by the new due date, please contact our Finance Manager ASAP via email (finance@nzv2019.com).

Communications

There are heaps of moving parts to this trip and we know it can be tricky to keep on top of all the info. Leading into the event, **it is your responsibility to keep reading your emails.**

Email allows us to contact everyone at the same time with the same information. Please double check your email address in your registration. If you haven't received any emails since you signed up, there is something wrong! NOTE: Venturers need to ensure their parents are the primary email recipients, Venturers can be listed as an alternate address.

So you understand how the AU/NZ communications work, there are two teams you will communicate with. Firstly, the Australian Contingent Management Team (CMT) – we do all the transport, merchandise, finance, orientation sessions, Pre Tour and Post Stay and also oversee Australian Contingent Welfare. Secondly, there is the NZ based Illuminate 2019 team – they're the bunch of Kiwis who are organising the Venture (including Phase 1 Expeditions & Phase 2 activities).

To help you direct your questions to the right place, have a look at the table below of who is responsible for what.

Responsibility	Team
General queries and Administration	Aus CMT – admin@nzv2019.com
Dietary requirements	Aus CMT – welfare@nzv2019.com & catering@nzv2019.com
Health and Welfare issues	Aus CMT – welfare@nzv2019.com
Finance queries	Aus CMT – finance@nzv2019.com

Orientation Days	Aus CMT – tasman@nzv2019.com
Transport to and from NZ	Aus CMT – hugh@nzv2019.com
Pre Tour and Post Tour Activities	Aus CMT – dave@nzv2019.com
Pre Tour and Post Tour Waivers	Aus CMT – activities@nzv2019.com
Illuminate 2019 – 14 th New Zealand Venture – General queries	New Zealand Illuminate team – admin@illuminate2019.com
Phase 1 Expeditions	Your Unit Leader or admin@illuminate2019.com .
Phase 2 Onsite/Offside activities	New Zealand Illuminate team – admin@illuminate2019.com
Post Stay Accommodation and activities	Aus CMT – dave@nzv2019.com

If you get an email from someone, whether from the Aus CMT or the NZ team, contact them with the reply.

Please note: No direct contact should be made with any activity providers by Contingent members. It our job to sort all that stuff out.

A Word from your Friendly Neighbourhood ACL's

Who else is excited for our trip?! With only a few of months and a plane flight between us and our destination, things are getting pretty busy in regard to getting organised.

Thanks to everyone who has sent in an application for the Contingent Youth Council. We are happy to say we have appointed a great group of Venturers and look forward to working with them.

When we are over in NZ, we have a great welfare team. They are on hand to look after any issues you have, however if you wish to speak to someone else regarding any issues you are having, we will be available to talk to and can help find the answers to any questions you may have.

Tasman Cocks-Wheaton and Kate Zuiderwyk
Assistant Contingent Leaders

Orientation Days

It is **very** important that you attend a contingent orientation day. PLEASE MAKE SURE YOU WEAR UNIFORM.

Your merchandise will be shipped to these locations and distributed at the O Days. Parents are encouraged to attend with their Venturers, and may attend on their Venturers behalf if their Venturer is unable to attend. If

you are not able to attend an O Day, please advise us immediately by emailing tasman@nzv2019.com so we can make other arrangements for your merchandise.

Parking is available onsite or nearby for most sessions. Maps for Melbourne and Sydney are linked in the table below marking out lecture theatres and free parking options.

Leaders: We will be having a Leaders-only briefing before each of the O-Days. It is important you attend both the Leaders Briefing and the O-Day itself.

The Orientation Days are on:

Perth Saturday 10/11/18	Subiaco Scout Hall 399 Rokeby Rd, Subiaco 6008 Leaders Briefing: 11:30am All Contingent: 12:30pm
Adelaide Sunday 11/11/18	Scout Headquarters 211 Glen Osmond Rd, Frewville 5063 Leaders Briefing: 10:30am All Contingent: 11:30am
Brisbane Saturday 17/11/18	Queensland Scout Centre 32 Dixon St, Auchenflower 4066 Leaders Briefing: 12:30pm All Contingent: 1:30pm
Canberra Sunday 18/11/18	ACT Branch Hall 89 Kitchener St, Garran 2605 Leaders Briefing: 10:30am All Contingent: 11:00am
Melbourne Saturday 24/11/18	South One Lecture Theatre 43 Rainforest Walk, Monash University, Clayton 3800 Click here for campus map incl. parking Leaders Briefing: 1:00pm All Contingent: 2:00pm
Sydney Sunday 25/11/18	Central Lecture Block 7 University of NSW, Kensington, 2052 Click here for campus map incl. parking Leaders Briefing: 12:00pm All Contingent: 1:00pm

Payment Schedule – FINAL PAYMENTS DUE

Date	Venture Only	Venture & Pre Tour Combined
On Application	\$ 500	\$ 650
14 March 2018	\$ 250	\$ 330
1 May 2018	\$ 750	\$ 980
1 July 2018	\$ 750	\$ 980
1 September 2018	\$ 680	\$ 980
10 November 2018	Additional fees	\$ 160 + Additional fees

Additional fees include Expedition Fees, Pre Tour and Post Stay Activity costs, tent and other additional merchandise costs.

All final costs have now been applied to your account. Please log on to the online registration system to confirm if you have any outstanding payments due.

It is very important that everyone makes their final payments by the due date of 10th November 2018.

How to make payments

Payments to attend Illuminate 2019 with the Australian Contingent can only be made online through the Contingent application system. We accept Visa & MasterCard only.

1. Log into your account
<https://registrations.international.scouts.com.au/login.asp>
2. Click on the status menu.
3. Click on the "Make a Payment" button on the right hand side above the summary of payments table.
4. Enter or choose the amount you wish to pay
5. Then click process transaction you will receive confirmation if your payment has been approved or declined.
6. (Optional but advised) Download a receipt from the status page

Activities Update

Thank you to everyone who has booked into their Pre Tour and Post Stay activities and returned the relevant waivers currently.

For those who have not returned their required waivers, these need to be uploaded to the activity booking website **AS SOON AS POSSIBLE**. These need to be uploaded individually for each activity, and are required to be in PDF format. If you are unable to scan directly as a PDF, please use an online converter such as <https://jpg2pdf.com> to change a picture file into a PDF.

We are currently reviewing and approving all waivers to make sure these are completed correctly. If you receive an email stating one of your waivers has been rejected, please rectify this issue quickly.

If you have any questions regarding the Pre Tour and Post Stay activities, please email our activities team on activities@nzv2019.com.

Activity selections for Phase Two of the Venture will open on 3rd November at 4pm AEDT (1pm AWST) and close on 10th November at 10pm AEDT (7pm AWST). The payment for these activities will be due on the final payment date of 10th November 2018. Check out all the activities available on the Venture website at <https://www.illuminate2019.com/phase-2-offsite-activities>

Flight Details

The Australian Contingent has over 50 different flight segments booked as part of our travel. You should now have received a letter containing your flight details along with a welcome letter and contingent badge. If you did not receive this please contact us ASAP.

Note: Just because you may be departing from the same city as other members of your home unit, you may not be on the same flights.

It's important that you are at the airport at the meeting times specified on your itinerary, two hour prior to departure for domestic Australian flights and three hours prior for flights from Australia to New Zealand. Group travel requires more check in time than when you are travelling by yourself.

If you are ill on the day of departure and not able to travel, please contact Rik Scholes and we will see if other travel arrangements can be made.

If for any reason you are running late on the day of departure, please contact the nominated flight captain contact to advise them. Flight captain contacts will be provided by email during December, as well as your flight code and group number, these are very important to remember! Save it on your phone, print it out or write it on your hand, these are key to getting on the plane!

Another departure tip is to make sure you have your passport! Check, check, triple check! You won't be able to leave the country if you leave this one behind.

What To Bring

Contingent Travel Bag = max 20kg

Aim to bring your bag partially empty to carry your tent (if purchased) and souvenirs on the way home.

Backpack / Day Pack = max 7kg

You will need in your day pack for the first day:

- Contingent Shirt
- Jacket
- Essential medications
- Passport
- Black Pen
- Optional: Sunnies, sunscreen, camera

Some expeditions have specific equipment needed for them, and this will be advised by your unit leader or expedition leader over the next month. As a general guide all members attending Illuminate 2019 will need:

- Tent – If you have purchased a contingent tent, it will be waiting for you in New Zealand. If you have not ordered a contingent tent, don't forget to bring your own. Remember, it needs to be brand new in order to make it through NZ Customs.

- Roll Mat, Thermo Rest, lilo or similar to sleep on
- Sleeping Bag
- Pyjamas
- Clothes – Shirts, Shorts, Long Pants, Socks, Underwear, etc
- Warm clothes - Jumper, Contingent Jacket or similar (NZ can get quite cold, even in summer!)
- Wet weather gear - Rain Jacket etc
- Hat, Sunnies and **Sunscreen**
- Swimmers / Bathers
- Towel, or possibly two (one for showering and one for swimming)
- Normal Shoes / Sneakers
- Hiking Boots
- Thongs
- Personal First Aid Kit (must be packed in your main undercarriage bag for flying)
- Water Bottle (must be empty for flying, security limits liquids over 100ml)
- Toiletries (must be packed in your main undercarriage bag for flying)
- Insect Repellent
- Torch
- Your Venturer Uniform – You will be travelling on the International Flights in full Venturer Uniform!

Things you may like to bring:

- Camera
- Book to read on the bus/plane
- Diary - as a record of everything you get up to, as well as for the long list of new mates.

Keep in mind that any valuables you decide to bring are your responsibility! If you can't afford to lose it, don't bring it.

You can have a total of **20kg** for your checked in baggage and **7kg** in your hand luggage for our Contingent flights. Keep in mind that if you have purchased a contingent tent, this will add 3.5kgs to your luggage on the way home. The airlines are very strict with their luggage limits. Excess baggage fees will not be paid for by the Contingent, they will be your responsibility.

Get smart with your packing! Wear heavier items like hiking boots and jackets/jumpers on the plane to keep your bag weight down.

Money – Cash Cards and NZ Currency

You're going to want some spending money to use while in New Zealand, whether it's to buy some snacks, snag some awesome souvenirs, or anything else that might catch your eye. We would recommend having a look at low fee international/travel cash cards that you can pre-load money on to – this option keeps your bank accounts safe if your card is lost, stops you from having to carry

around a large amount of cash, generally charge lower transaction fees than traditional cards.

Most major banks offer these types of cards and other outlets like Australia Post also offer them. Some offer a second card that can be kept in case you lose your primary card.

During the Venture you will want access to cash as there will generally be little or no card purchasing facilities on site. Travel cards will generally let you withdraw money from an ATM. You will have access to ATMs at various points during the trip. The Australian Contingent will not store cash on your behalf.

We are often asked as to how much spending money is recommended, we suggest between \$7 to \$10 per day as a guide. Remember that all of your meals, transport and accommodation are covered. Your spending money is really just for snacks or souvenirs.

Travel Clothing

All participants must wear their Venturer Uniform, Australian International Scarf and acceptable pants or shorts (board shorts are not acceptable, however non-torn jeans or plain colour shorts are fine) for all international flights. For Pre-Tour participants, travel between Queenstown and Auckland will be in Contingent Shirts.

Contingent Kit

The kit you will receive at O Day includes:

- 2 Contingent Polo Shirts
- 2 Luggage Tags & loops
- Name Badge
- 2 Australian International Scarves
- 1 Contingent Badge, plus one posted to you (put one on your uniform!)
- 90L Travel Bag
- Contingent Jacket (if ordered)

Anyone who has ordered a contingent tent will receive this on arrival at the Venture site in NZ.

NZ Customs

NZ Customs are very strict, even stricter than Australia. If you are bringing hiking boots we request you wear them on the plane as the Customs Officials will want to inspect them to ensure they contain no dirt. Make sure they are SPOTLESS!

If you are bringing your own tent they will inspect it on entry. If you have not purchased a Contingent Tent, we recommend bringing a new tent that hasn't been used.

Passport Security

During your travel to and from New Zealand you will be responsible for looking after your passport. You need to ensure you guard it carefully!

It is surprising the number of youth members that arrive at the airport with their brother's or sisters' passport! Before you leave home, please check and double check you have **your** passport! Another surprise is the number of people who leave their passports on the plane as they disembark. This causes enormous inconvenience to you and the rest of the group, so make sure you plan a safe place in your carry-on bag to put your passport during the flight. Remember, you can't travel to NZ without a passport and you won't get through Australian or New Zealand airports without it.

Once we arrive in New Zealand, the Contingent Team will be collecting all passports and storing them safely until we are due to depart.

Airport Security & Passenger Screening

All international departures are subject to security screening prior to boarding the aircraft. Passengers are reminded that sharp items such as nail clippers, scissors, and metal nail files, should not be packed in carry-on luggage. Please ensure any items like this are packed in your checked luggage, otherwise they will be taken by security. Batteries, on the other hand, need to be in your hand luggage and not your checked luggage.

Please ensure you do not carry any flammable liquids, gases or other dangerous goods with you in your bags, including gas bottles. These items will also be removed by security staff when detected.

Liquids, Aerosols & Gels

To protect you from the threat of liquid explosives, there are rules for taking liquids, aerosols and gels on flights in and out of Australia. The restrictions limit the quantity of liquids, aerosols and gels passengers may take onboard the aircraft with them. They do not apply to checked baggage carried in the hold of the aircraft, however, restrictions on dangerous goods still apply.

Passengers travelling on international flights from Australia need to be aware of the quantity limits for liquids, aerosols and gels that can be taken through a security screening point at the airport.

- Liquid, aerosol or gel products (such as toiletries) must be in containers of 100 millilitres or less (broadly equivalent to 100 grams or less).
- The containers must be carried in one transparent, resealable plastic bag, like the one in the image.
- The four sides of the bag's sealed area must add up to no more than 80cm (e.g. 20x20 cm or 15x25 cm).

- The plastic bag must be the type that can be sealed and resealed with a sealing mechanism, like a sandwich bag or freezer bag.
- Only one bag is allowed for each passenger, with exceptions for carers who may carry the bag/s of the people in their care.
- All containers must fit comfortably into the plastic bag and the bag must be sealed. Containers larger than 100 millilitres, even if only partially-filled, will not be allowed through security.

Phase One Expeditions

By now everyone should be aware of their expedition allocation. We hope you are looking forward to these five days of amazing activities with your expedition units. If you haven't already, please join the appropriate Facebook group for your expedition from this link: <https://www.facebook.com/pg/illuminate2019/groups/>

Your expedition and unit leaders will be in touch with you soon with further information on your Phase One, including required gear and activity waivers if required.

Your unit during your expedition will be who you camp with during Phase Two as well.

Health and welfare advice

Everyone should bring along a small personal first aid kit. Units will have access to more comprehensive kits, but everyone should come prepared to look after their own minor bumps and scrapes.

Things to consider for your kit are:

- Throat lozenges
- Blister care
- Band aids
- Small bandage
- Gauze and saline to wash cuts

Please also bring a supply of your regular medication and enough to last for a few extra days. Nobody should share any medications, even if someone has the same symptoms as you.

Remember: Venture is not the time to take a holiday away from your regular medication.

All Venturers with anaphylaxis need to pack two EpiPen's for the trip. You should be able to source one of your own and a second which lives at your school. Sunglasses, insect repellent and sunscreen/lip protection are always a good idea.

We recommend that anyone who has not had a tetanus vaccination or booster within the last 7 years arrange for one prior to departure.

UPDATE YOUR DETAILS

Prior to **1st December 2018** we request that everyone reviews their medical and dietary details in the online registration system to ensure they are up to date.

Please also confirm that your emergency contact information is correct – especially if your parents will be travelling whilst we are in New Zealand. In an emergency we need to be able to reach someone!

After December 1st any changes to medical details must be done by emailing welfare@nzv2019.com

It's incredibly important that we have up to date medical information on every participant. If you have any cases or information you would like to discuss with the Welfare Team, please contact Sharon by email initially on welfare@nzv2019.com providing your contact details and she will get back to you in due course.

Code of Conduct

Being a part of the Australian Contingent to the 14th New Zealand Venture is going to be the time of your life! This being said, there are few rules everyone has to follow to make sure we all have a great trip. By signing up to be part of the Australian Contingent, you agree to follow the terms and conditions set out below and the Scout Promise and Law.

1. No sexual activity. In addition, all bedrooms and sleeping areas are strictly single-gender. Mixed-gender socialising is encouraged in common areas.
2. No drugs, prescription medication that is not your own, or illicit substances of any kind.
3. No alcohol to be consumed or in your possession at any time. Even if you are 18 or over at the time of the event, this is a 100% no-alcohol event for every Contingent member.
4. You will show respect at all times to yourself, as well as the other Venturers, Rovers and Leaders present at the event. In addition, you will respect the environments, communities and cultures in which we are travelling.
5. Bullying, discrimination or assault of any kind has no place in Scouting. You will not engage in any of these activities, and are expected to report any instances of this to the Contingent Team.

6. You will comply with all reasonable directions from Rovers, Leaders and external operators (including accommodation and activity staff). This includes both written and verbal instructions.
7. Most days you will have the freedom to do what you want, when you want. This being said, there are certain times (such as travel days) when it is very important you are in the right place at the right time. If you are told to be somewhere, you have a responsibility to be there at the right time and follow all instructions.
8. The freedom and choice offered by the Contingent is a privilege, not a right, and as such you are expected to act with the appropriate maturity and responsibility at all times. Always remember you are an ambassador for Scouts Australia and a representative of Australia.
9. You will comply with the payment schedule as set out on the Contingent website, and accept the consequences of failing to make a payment on time.
10. You are expected to look after your own health and wellbeing in the first instance, particularly regarding fatigue. This is a two to three week marathon, not just a two-day camp! Don't burn yourself out on day one, and look after your fellow Venturers as well.

Failure to follow these terms and conditions will result in disciplinary action as determined by the Contingent Leader. Possible actions will depend on the severity of the offence but will range from being grounded and missing activities through to being sent home at your expense with a full report to your home Branch and Venturer Unit for further action.

Contacting Home

If for any reason there is a problem during the Venture Pre Tour or Post Stay, the Contingent Leader or Deputy Contingent Leader will be the only ones to contact home in the case of ill health or in an emergency. NO Venturer or Leader is permitted to contact home, post on Facebook etc before the Contingent Team has notified home. This is to ensure that complete and correct information is made available to parents and loved ones to minimise undue stress during an already difficult situation.

Further to this, if something is wrong or upsetting you, please raise it with your friends, Unit Leader, Welfare Leaders or someone from the CMT you feel comfortable talking to rather than your family back home. There won't be much your family can do from Australia but if we know about it, we can help you out so come and have a chat!

Disclosure of Personal Information

As part of your registration to attend the New Zealand Venture with the Australian Contingent, you provided personal information, including your health information. We collected this information in order to facilitate your attendance at the New Zealand Venture.

Within the Contingent, access to all of your personal information, including your health information, will be limited to specific people including the Contingent Leader, Deputy Contingent Leader, Welfare & First Aid Manager, and Adult Support Manager.

Your personal information, including your health information, will also be supplied to the Scouts New Zealand as the Venture Organisers. Access to your personal information (including your health information) will be limited to the Venture Director, Health & Welfare Team Members and to Unit Leaders who will be involved in your care while you attend the New Zealand Venture.

Mobile Phones & Internet Access

We understand some of you may wish to use your mobile phones whilst in New Zealand. Our recommendation is that you leave them at home and have 3 weeks of peace and quiet!

Free Wi-Fi internet access is available in a lot of places in New Zealand including at some of our accommodation locations on the pre tour. The Venture site is aiming to have Wi-Fi available, but will also have an Internet café with computers available for use.

Contingent News & Facebook

A great way to stay updated with what's going on at NZV will be to make sure you're on our Facebook page: www.facebook.com/nzv2019. We'll be posting there semi-regularly, reposting some of the great photos and stories that you'll be taking and making. **But remember parents, no news is good news!** It's also a good idea to 'Like' the New Zealand page. You can do so by following this link: <https://www.facebook.com/illuminate2019>

Emergency Contact Numbers

The Australian Contingent will be available on the numbers listed below 24hrs a day for emergency contact during our travel to New Zealand. These phone numbers will accept calls or short text messages at all times except when the Contingent travelling by plane.

In the first instance we ask that you phone the "Hotline" number as this number will be monitored at all times. Should you not get through on the hotline please contact Rik Scholes directly:

Australian Contingent Hotline
+64 21 0815 0659

Rik Scholes – Contingent Leader
+64 21 0788 338

Lisa Picking – Deputy Contingent Leader
+64 21 02469 812

It will not be possible to speak directly with Contingent Members during the Venture. Participants scheduled for full day activities may not be contactable by the Contingent for several hours. The Contingent Management Team will however do their best to pass on any urgent messages to the Contingent Member as soon as possible.





Newsletter 4 Checklist

November

- Complete Smartraveller Online Registration (**Overdue!**)
- Upload Pre-Tour/Post Stay Activity Waivers (**Overdue!**)
- Book into Phase 2 optional activities (3rd – 10th Nov)
- **Final Payments due (10th Nov)**
- Update Medical and Next of Kin details (before 1st Dec)
- Sew your Contingent Badge onto your uniform (on the left side of your shirt, opposite the chest pocket!)
- Attend your registered Orientation Day
- Upload Phase 1 and 2 waivers to online registration site

December

- Newsletter 5 released
- Flight Groups and Captain information emailed
- Get packing!
- See you at the airport! (See flight details mailed to you for exact times)