**Mt Gambier Excursion – Final Information Pack**

**Flight information:**
We are flying on Virgin Air. **You will need to arrive at the check-in for Virgin Domestic flights by 5:50am.** Our flight leaves at 7am. The check-in counter for checking in baggage closes at 6:30am. I will bring tickets and meet everyone at the Virgin ticket counter at 5:50am.

**You may bring one carry-on and one checked piece of luggage.** Please travel as lightly as possible as when we will only have one trailer for carrying instruments and luggage when we get to Melbourne.

**Trumpet and alto sax players use your carry-on allowance for your instrument please.** According to the Virgin airline rules you can also carry another small bag on board but it might be a good idea to keep what you need in your checked luggage or in your horn case. Here’s the link to the official rules for carry-on baggage: <http://www.virginaustralia.com/au/en/plan/baggage/carry-on-baggage/>

**Trombones, Tenor Saxes, and guitar** have already been notified about additional baggage check-in. Please let me know if you’ve not taken care of this.

**Bass, drums, guitar:** Clint bring your cymbal bag as carry-on. Harry, we’ll be borrowing a double bass in Mt Gambier. Amps will be provided.

**Flight Details:**

**Friday 6 May** - Virgin Airlines Flight VA080 Sydney Airport Terminal 2 Departure at 7am. Arrival at Melbourne Tullarmarine Airport Terminal 3 at 8:35am.

**Sunday 9 May** – Virgin Airlines Flight VA0863 Melbourne Tullamarine Airport, Terminal 3 at 4:30pm arrives in Sydney 5:55pm.

**What to bring:**
-Casual clothes for 3 days
-You do not need towels.
-Money for three “fast food” meals (lunch on Friday, breakfast and lunch on Monday).
Trumpet player remember your mutes.
 **Dress code for concert is formal**. Men should wear coat and tie. If you don’t have a coat you may wear shirt and tie. Absolutely NO tennis shoes or tshirts. Ladies may wear a skirt or nice dress bands and a nice shirt or blouse.

**Accommodation Details:**

We will be staying at a place called The Barn, Mt Gambier on Friday and Saturday nights. It’s located within walking distance from the Generations in Jazz Festival Grounds. The phone number is (08)8726-9999. Website is [www.barn.com.au](http://www.barn.com.au)

On Sunday night we will be staying at Lake Hamilton Motor Village & Caravan Park

8 Ballarat Rd, Hamilton Vic 3300, 03 5572 3855 www.lakehamilton.com.au

Boys and girls will be in separate rooms that have linen and bathrooms. Chaperones will have their own rooms nearby the student’s rooms.

**Chaperones:**
Tim Horsley and Kerry Johnson (Luke’s Mom and Dad) will be chaperoning. My phone number is 0423 809 316 and Tim’s phone is 0416 161 183.

**Payment:**The total cost of the trip is $780. If you have not paid the final invoice, please do so ASAP.

**Indemnity and Code of Conduct (see attached):**
Indemnity forms and Code of Conduct forms must be signed and turned in before any member is allowed to board the flight to Mt Gambier. If you are unable to turn these forms into me directly, please email them to me at ericd@wollcon.com.au

Looking forward to a great trip!

Eric 0423 809 316

**PERSONAL INDEMNITY FORM**

**Jazz Orchestra Excursion to Mt Gambier Generations In Jazz Festival 6-9 May 2016**

**PLEASE COMPLETE BOTH SIDES OF THIS FORM AND RETURN TO ERIC DUNAN OR THE CONSERVATORIUM OFFICE BY Wednesday 4 May**

**PERSONAL INFORMATION**

STUDENT’S NAME D.O.B.

ADDRESS

PHONE NUMBERS:

 | | | | | | | | |

MEDICARE NO:

DETAILS OF PRIVATE HEALTH INSURANCE (IF ANY)

(FUND NAME) (M’SHIP NO)

**MEDICATION INFORMATION**

Is your child currently on medication? Yes/No

Is your child taking medication with him/her? Yes/No

If yes, provide details:

Does your child require scripts? Yes/No Is s/he taking any with her/him? Yes/No

**IN THE EVENT OF YOUR CHILD HAVING A HEADACHE**, do you give permission for the administration of medication such as paracetamol or aspirin (examples only)? Yes/No

If yes, which brand of tablets (can be any) and how many?

**DATE OF LAST TETANUS SHOT**  / /

**DETAILS OF ALLERGIES/DISABILITIES/MEDICAL CONDITIONS**:

I understand that while everything is done to ensure both the comfort and safety of the students on the Port Macquarie Excursion, and whilst every care will be exercised by those who are in charge, the Wollongong Conservatorium of Music accepts no responsibility in any way for any accident or sickness that may occur through any circumstance.

I authorise the Supervising Staff Member(s) of the Wollongong Conservatorium of Music, in the event of any accident or illness, to obtain all necessary medical assistance if I am unable to be contacted. I agree to pay all doctor’s hospital fees and expenses incurred on behalf of the said student. In the event of an emergency necessitating the performance of an urgent surgical procedure on the student, I hereby authorise such a procedure and the administration of anaesthetic provided that a qualified practitioner administers such medical treatment.

I understand that the Wollongong Conservatorium of Music does not accept any responsibility in any way for any theft, loss or damages to personal equipment such as musical instruments, cameras, mobile phones, etc.

Signature of Parent/Guardian

Dated:

Emergency contact telephone numbers (and names). Please list as many as you feel necessary.

I agree to accept the directions of the Staff Members of the Wollongong Conservatorium and to respect their organisation during the time of this excursion. I appreciate that my safety and the safety of the group will at all times be a priority. I agree to always notify staff of my whereabouts and respect that the tour is **drug and alcohol free.**

Signature of Student

Signature of Parent/Guardian

Dated:

**Mt Gambier - Generations in Jazz Excursion - Code of Conduct 2016**

Whilst travelling as a member of the Wollongong Conservatorium of Music Jazz Orchestra to Mt Gambier, I understand I am under the supervision of Eric Dunan and other chaperones. I agree to abide by the following Code of Conduct and I will;

**1. Never go anywhere alone. Students must always in groups of 2 or more. Please look to include others in your group. You may not leave the designated performance area or accommodation without direct permission for Eric Dunan.**

**2. Obey and comply with the “NO SMOKING” and “DRUG FREE” rule\***

3. Speak and conduct myself in a courteous, polite and cooperative manner at all times

4. Obey Accommodation guidelines and curfews

**5. Not buy or consume alcohol at any time. This applies to ALL participants regardless of age. \***

6. Be tolerant of others in the group and respect their rights, feelings and property

7. Be PUNCTUAL at all times.

8. Accept I am representing the Conservatorium and will present a positive image at all times

9. Accept that the Group Leaders have responsibility for my safety and well-being and will follow any instruction from them in a cooperative manner and will accept any consequence deemed fair and appropriate in cases where I fail to comply with the Code of Conduct

10. Behave in a sensible, safe and cooperative manner at all times and I will NOT engage in any activity that puts my safety or the safety of others at risk or may damage the property of the Conservatorium or individuals.

11. Take responsibility for my own medication and its administration. I will also inform the Group Leaders of the medication and dosages I am taking.

*I accept that in the event of SERIOUS breach of the Code of Conduct, I can expect the Group Leaders to contact my parents. If the breach is serious enough, I will be expelled from the Jazz Orchestra.*

Student Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_