

Waterway Recovery Group

Canal Camps Booking Office: P O Box 114, RICKMANSWORTH, WD3 1ZY

Tel: 01923 711 114 – Ask to speak to Lauren Summersgill or Richard Hollidge

Fax: 01923 897000 - E-mail: enquiries@wrg.org.uk

www.wrg.org.uk

Canal Camps 2004 - Essential Information

Travel Instructions

If they are not enclosed with these notes, travel instructions will be sent to you about ten days before your Canal Camp starts. These should include any last minute details, a map showing the location of the accommodation and directions of how to get there. These instructions are likely to be available on our Internet site nearer the time of the Camp. Emergency contact numbers will also be provided for the duration of the Canal Camp. **If you have not received these instructions seven days before the Camp starts, please contact us.**

Arrivals and Departures

Unless otherwise detailed in the travel instructions, please try to arrive at the start of the Canal Camp at the accommodation between 4 p.m. and 5 p.m. This should give you adequate travel time and also allow us to give you an introduction to the Camp, work site and accommodation, as well as a safety talk, in daylight hours. If you are not able to arrive during these times, please let the Canal Camp leader know beforehand. Contact telephone numbers for leaders are usually given with the travel instructions, or you can leave a message with the bookings office. If you would like to be collected from the nearest rail or coach station, please let the Canal Camp leader know in good time. Most Camps finish on the morning of the last day, with volunteers departing usually before midday. We will always provide lifts back to the local rail and coach stations around this time. Additionally, your leader will probably contact you direct to confirm travel times.

The Working Day

The normal working day will be from about 9.00 a.m. until about 5.00 p.m. with regular breaks for tea or soft drinks and a picnic lunch. Timings can vary depending upon local circumstances. Evenings are free, and some social activities (e.g. swimming, visits to local attractions, cinema) will be organised by the leaders for those wishing to participate.

Meals

All meals will be provided with volunteers helping with catering and domestic chores on a rota basis. Some Canal Camps have full time cooks. If you have specified a vegetarian or special diet on your booking form, please confirm your exact requirements with the leader when you arrive to ensure that suitable provision has been made. If you anticipate any difficulties, please bring special ingredients with you.

Essential Kit List

- ▶ Tough outdoor work clothes (2 changes if possible).
- ▶ Tough working boots or Wellingtons, and we strongly recommend that these should be steel toe-capped safety boots as that will ensure a full range of jobs available to you.
- ▶ Effective waterproofs including over-trousers.
- ▶ Warm sleeping bag (with pillow and blankets if required).
- ▶ Something to go between your sleeping bag and the floor.
- ▶ Casual clothes and warm pullover for the evenings.
- ▶ Washing kit, towels and swim wear.

Optional Kit

- ▶ Safety Helmet to BS5240-1/EN397: 1995 (we will lend you one if you don't have one)
- ▶ Camera, insect repellent, sun cream and a torch
- ▶ Unbreakable water bottle or drinks flask and small rucksack
- ▶ Strong working gloves (We will provide these if you don't have your own)
- ▶ Please do not bring radios or cassette players, etc.

Accommodation

Most of the accommodation is in village halls, sports clubs or similar. The standard of accommodation is best described as basic, but you can expect electricity, flush toilets and dry draught-free sleeping areas. If the accommodation does not have showers, they will be arranged locally.

Health & Safety

A **Volunteers Health & Safety Guide** should be included with this information (please ask for a copy if it is not). Please read it, from cover to cover, before you arrive at the Canal Camp. If you are under 18, please also ask your parents or guardians to read the 'Volunteers Health and Safety Guide'.

You must be ready to follow the directions of the leader at all times when on site. Canal Camps, as with any professional site, have to comply with current safety regulations. Any safety equipment that you will need whilst on site will be provided, though we recommend that you bring your own gloves and steel toe-capped safety footwear to ensure that you will not be restricted from certain jobs. Waterproofs are necessary for your protection against the elements - please see the kit list.

We strongly recommend that you are fully protected by a current anti-tetanus injection. If you normally wear contact lenses or glasses, we suggest you bring an additional pair of glasses; it is easy to lose contact lenses on site and WRG cannot be held responsible for such loss.

Insurance

Waterway Recovery Group has insurance policies to cover its legal liability to volunteers and also to protect itself against legal liability claims made by members of the public arising out of WRG's activities. The personal possessions of volunteers (including clothing, glasses, contact lenses, medical equipment, kit, equipment, tools and anything else) are not insured by WRG against accidental loss or damage. Volunteers should make their own insurance arrangements for these items. It is recommended that volunteers do not bring items of high or sentimental value, or large amounts of money, with them on Canal Camps.

Duke of Edinburgh's Award

Although Canal Camps are suitable for those wishing to complete the residential section of the Duke of Edinburgh's Award Scheme, or similar award schemes please note that the purpose of Canal Camps is for waterway restoration work, to be carried out through team effort. Assessment is made by the Canal Camp leader and is based on attitude to work and on the domestic and social side of the Camp. **It is usually essential that participants attend for the full duration of the Canal Camp in order to qualify for the Residential Award.** Candidates should give their record books to the Canal Camp leader on arrival. In the case of any query, please contact the Booking Office.

Transfers and Cancellations

Please inform us at least 21 days before the start of the Canal Camp that you have booked for if you wish to transfer to a different Canal Camp (subject to space being available); there is no additional charge for this. If you have to cancel your booking on a Camp, your payment, less a £10 administration charge, will be refunded if your written cancellation reaches the booking office at least 21 days before the start of the Canal Camp. Refunds cannot be made after this deadline, as provisions will have already been made for you.

We are looking forward to seeing and hope you enjoy the experience.