

Welcome to Hillary Outdoors Education Centre Tongariro

Please ensure every student gets to read a copy of this booklet

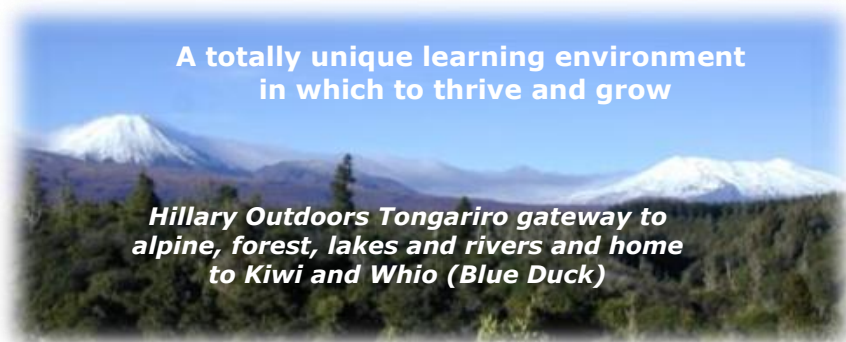
Discovering, together....

For some this means self-discovery, for others the discovery of learning. For all it means the discovery of the outdoors, of leadership and of teamwork.

Our Whakapapa, Our Heritage

In 1972 Graeme Dingle had a vision to create an outdoor education centre where young New Zealanders would have the opportunity to learn more about themselves while adventuring in the outdoors. This vision was supported by Sir Edmund Hillary who became the Centre's first patron in 1973. For over 40 years Hillary Outdoors (formerly OPC) has been fulfilling Dingle's vision and helping thousands of people grow.

Nau Mai Haere Mai ki te Whare Wananga o Hillary Outdoors
Greetings and Welcome to the Learning Facility of Hillary Outdoors



Our Kaupapa, Our Mission

Developing people's potential through:



Our Kawa, Our Way

- For the duration of your programme you will work in a small group with one main instructor. This creates strong bonds essential to developing trust, self-belief and compassion
- Your instructors are trained professionals
- You become part of our community. You live, work and play with others and see the value of your contributions to the community. You will play a role in maintaining the centre and assisting in meal preparation
- You experience living without the distractions of cell phones, iPods and television.
- You will learn how to keep yourself and your team safe in the wilderness under the supervision of your instructor
- We work within the parameters of our thorough safety system to keep you safe (www.hillaryoutdoors.co.nz/safety)
- This is only the beginning of your journey. During your Hillary Outdoors programme you will learn about yourself and develop tools which will support a lifelong adventure

Location, Facilities and Activities

A full list and video clips of activities at each of our centres may be found on our website:

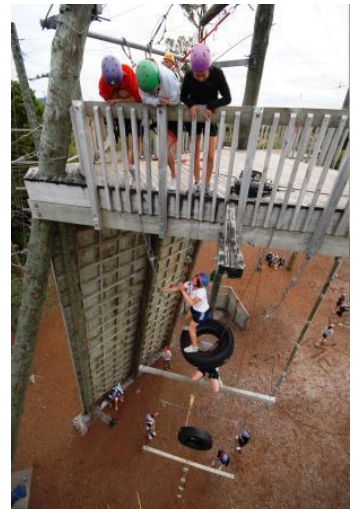
<http://www.hillaryoutdoors.co.nz/our-activities/>.

Hillary Outdoors Tongariro

Activities are based around the mountains, lakes, rivers and forests. Located in the beautiful wilderness area of the North Island's Central Plateau, adjacent to the Tongariro National Park, Hillary Outdoors Tongariro is the original Outdoor Pursuits Centre.

You will stay in a purpose built chalet or lodge with your group, with drying rooms, toilet and shower blocks and separate rooms for teachers. There are common lounge and dining areas and outdoor spaces with activities for your free time.

At Tongariro we have access to a huge array of outdoor environments, equipment and experienced instructors. Activities offered may include journeys and expeditions, canoeing, kayaking, caving, high and low rope course, mountaineering, orienteering, leadership and communication challenges and overnight camping to name just a few.



Keeping You Safe

Hillary Outdoors has an extensive Safety Management System designed to keep you safe. You can have a look at parts of this system on our webpage: www.hillaryoutdoors.co.nz/safety.

Instructors are trained to put this system into action during activities. They will tell you about any hazards you may come across and how to manage them. You are also welcome to ask them any questions if you feel unsure during the week. It is up to you whether you take part in an activity, however Hillary Outdoors staff and your team mates will support and encourage you to participate to a level which challenges you.

You play a major role in keeping yourself safe, so make sure you understand the boundaries below and those your instructor and school staff will set during the week.

What we expect

When you visit Hillary Outdoors we welcome you as a part of our **community**. We expect everyone in our community to **make a positive contribution** and to do their **best at all times**.

- Your course at Hillary Outdoors is a fabulous opportunity to live for a short time without the trappings of modern technology. When you arrive you will be required to **hand in your cell phones, tablets and any other electronic devices such as iPods**. These will be safely locked away until the end of your course. Let people at home know that you will not be answering your phone and get ready to revert to good old fashioned talking!
- **Smoking, drugs, alcohol and sexual relationships are all prohibited**. If you are addicted to smoking you must have permission from your school plus a parent or guardian for special arrangements can be made.
- If you have your **own vehicle**, you are required to leave the keys at the Hillary Outdoors Office for the duration of the programme.
- **School rules still apply** when you are here.
- There will be **consequences** to breaking any of the stated rules, or to behaving in a way which is not aligned with the Hillary Outdoors values or safety standards. Some consequences will be agreed by your group and your instructor. Sometimes your accompanying adults, or the Hillary Outdoors management may be involved in defining the consequences, which could lead to being excluded from an activity, or being asked to leave the programme.
- If you think you have been treated unfairly, please ask to meet with the Hillary Outdoors Duty Manager.

We also ask you to:

- Follow all safety instructions
- Not act in any way which puts yourself or others in danger
- Declare any medical, or other conditions that could affect your participation

Timetable and Meals

- You can expect to be out in the wilderness with your instructor from **9am to 5pm** each day and will take lunch and snacks (including the famous Dingle biscuits) with you.
- If your programme contains an overnight journey you will be away from the centre, with your instructor, for this whole time period.
- There will be an evening talk or activity run by Hillary Outdoors every evening from 8-9pm.
- Breakfast is usually at 7.30am and the evening meal is at 6pm (winter) or 6.30pm (summer)
- You will be involved with kitchen duties including preparation and clean-up. Lunches are usually prepared before breakfast so be ready for **6.30am starts**. Everyone takes part in housekeeping duties including cleaning your accommodation, bathrooms and communal areas.

TONGARIRO GEAR LIST



Here is a list of the gear you **will need** for your week at Hillary Outdoors Tongariro. You need to have this amount as a minimum **all year round**. What gear you don't have please try to borrow from friends and family. If you have your own gear it will be more comfortable and our supplies at Hillary Outdoors are limited.

If you are still unable to get everything listed below we can lend you (included in the cost) the items underlined in **red italics**. This will be limited to 1 of each item or pairs e.g. 1 fleece top, 1 fleece bottom, 1 pair of mitts etc. per person and not 2 fleece tops or 2 bottoms etc.

Essential Gear needed	✓
Wool or <u>fleece jersey</u> (2 needed)	
<u>Fleece bottoms</u> (1 pair needed especially in winter)	
<u>Waterproof rain coat</u> : Must have a hood	
<u>Waterproof overtrousers</u>	
Warm hat/beanie it must cover your ears or <u>Woollen Balaclava</u> Even for summer courses	
Warm Gloves or <u>Mitts</u> : Even for summer courses	
<u>Tramping Boots</u> and/or sturdy securely-fitting trainers	
<u>Lace-up short rubber gumboots</u> : if you have them - bring them	
<u>Large pack</u> : 65 litres+ to fit sleeping bag, clothes and extra gear for an overnight trip	
<u>Wetsuit</u> : Long john type or full length	
<u>Sleeping bag + liner</u> : Warmer the better especially in winter	
<u>Sunglasses</u> : + sun hat + sun-cream	
Socks (4 pairs) : Long and woollen or loop-stitch to wear with boots. Ankle socks are not suitable	

Essential Gear needed	✓
Old pants/trousers or overalls for caving (1 pair needed)	
Torch & batteries Head torches are best	
Underwear and toiletries	
Swimming outfit + old trainers + towel	
Quick drying board shorts and t-shirts for water activities + spares for those hot summer days	
Casual clothes and shoes/sneakers for evenings	
Drink bottle: 1 litre or more is best	
Bowl, mug - plastic or similar and cutlery - for use on overnight expedition	
Pack liner: Large plastic rubbish sacks x3 for sleeping bag and clothes	
Pen and note paper	
Pillow and pillow case	
First aid kit: With personal medications, plasters etc	
Thermal top and pants (2 sets) : 1 st layer clothing - wool, fleece or polyester /polypro	

Please Note: You must bring your own Socks and First Layer Thermal Wear (polypro) top and bottoms as they are not provided by the centre.

For further information about what type of activity gear to bring have a look at:

<http://www.hillaryoutdoors.co.nz/newsite/wp-content/uploads/2015/01/150127-Gear-for-Hillary-Outdoors-Tongariro-powerpoint-booklet.pdf>

Optional Gear you may also want to bring:		
Waterproof watch	Camera	Small day pack
Long gumboots – They must be close fitting and have a good grippy tread pattern		
Fruit plus some extra snacks for those 'hungry' moments		
You may want to bring a small amount of cash (\$5 - \$20), to spend if your group decides to visit the local hot pools, or catch a chairlift, or for our shop (EFTPOS available in the shop).		

- If you lose items or damage them through misuse you will be responsible for payment of replacement costs.
- **No cotton** clothing for most activities and never in winter.
- All clothing/gear will get wet and dirty.
- Label all your clothing and equipment. If you accidentally leave gear behind, contact us immediately and we will see if we can locate it.
- Participants' personal effects are NOT covered by our insurance policy. You should arrange your own.

Remember: Looking good is not a priority. Staying warm and dry is the goal.

The Shop

There is a small **shop** at based at Youth Development Centre at the main site. It is usually open after breakfast most mornings and T-shirts, hats, gifts, sun screen, chocolate, chips and some personal items can be purchased.



Fallen in love with the Outdoors? What's next...

- Get the family involved and working together with an Adult Adventure Challenge
<http://www.hillaryoutdoors.co.nz/adult-courses/>
- Enrol in a skills course, such as Kayak, Rock, Alpine and River Safety.
<http://www.hillaryoutdoors.co.nz/skills-courses/>
- Attend a Holiday Action Challenge or a Summit Leadership course in the school holidays.
<http://www.hillaryoutdoors.co.nz/holiday-programmes/>
- Get your school involved in Hillary Outdoors Team Adventure events run regionally and from our Centres
<http://www.hillaryoutdoors.co.nz/events/>
- Want training as an outdoor educator?
<http://www.hillaryoutdoors.co.nz/tertiary-programmes/>



<https://www.linkedin.com>



<https://www.facebook.com/hillaryoutdoors>



<https://twitter.com/hillaryoutdoors>



www.youtube.com/opcnz



www.flickr.com/sehopcnz



<http://instagram.com/hillaryoutdoors>

Medical and Consent Information

TO BE COMPLETED BY PARENT/GUARDIAN IF YOU ARE UNDER 18

The following medical/consent form must be completed in detail, detached and handed in to your school.

Hillary Outdoors wants everyone to enjoy and benefit from their stay and to ensure this happens we need to know if your son/daughter has any special needs or conditions. For example, they may have dislocated their knee last year and it has never felt 'quite right'. Or they may suffer from chronic fatigue, etc. Please do let us know and we can work around it. This is vital. We've had examples in the past where a student's undisclosed condition has recurred during participation in Hillary Outdoors activities, and this has resulted in the safety of the student and their group being compromised.

Please make sure you put **everything** down on the medical form and if you have any concerns let your teacher know; they will either discuss it with us or may get you to talk to us directly.

If your son/daughter has an injury or illness **after** filling in this form, again let the teacher know. We can then provide the best possible week at Hillary Outdoors, whilst looking after any individual needs. It is our policy not to exclude students with injury as we can adapt the programme to suit. However, in order to ensure the wellbeing of all our visitors, please do not send anyone here who is or may be ill, in particular if they have had vomiting or diarrhea in the last 48 hours. To prevent the spread of illness, sick visitors will be sent home.

PARTICIPANT DETAILS											
Name											
Name of school/course									Gender	M	F
Course dates									Age:	Date of Birth: / /	
Cell phone	0 -				Home phone	0 -					
Address											
E-mail											
Please tick the box if you do <u>not</u> want to receive information about other courses at Hillary Outdoors. At no time will we ever sell or provide your information to anyone else.											<input type="checkbox"/>
<i>Next of kin/emergency contacts:</i>											
Name					Relationship						
Home phone	0 -				Work phone	0 -					
Cell phone	0 -				Email						
Doctor's name											
Doctor's contact											

PERSONAL INFORMATION		
<p><i>Hillary Outdoors has a policy of inclusion. In order to achieve this safely it is vital that we have as much information as possible about our participants. It is ESSENTIAL that you give us accurate and detailed information. Attach an additional sheet if necessary. Note: Any information provided will be treated as confidential.</i></p> <p>IF ANYTHING CHANGES BETWEEN COMPLETING THIS FORM AND THE TRIP IT IS ESSENTIAL YOU LET US KNOW.</p>		
	Yes	No
<p>Do you have any particular dietary needs? <i>Details:</i></p>		
<p>Do you have any intellectual, social, or behavioural needs or conditions/disorders that Hillary Outdoors needs to know about? E.g. ADHD; depression; fears; anxiety, mood, eating, impulse control, addiction or psychotic disorders; OCD; PTSD or other (please state). <i>Details:</i></p>		
<p>Do you have any medical or physical conditions that <i>could</i> affect either your or others participation on the programme? e.g. bad back; old injuries/dislocation; poor fitness; pregnancy; diabetes; epilepsy; high blood pressure; injury; illness; asthma; obesity; sight or hearing impediments or other (please state). <i>Details:</i></p>		
<p>Are you taking any medication? (Please bring spares of any medication). <i>Details:</i></p>		
<p>Have you been in contact with any contagious diseases in the past 2 years? <i>Details:</i></p>		
<p>Do you have any allergies? <i>Details:</i> <i>What action should be taken?</i></p>		
<p>I agree to me / my child being given over-the-counter medication e.g. Panadol or Ibuprofen.</p>		

SWIMMING ABILITY INFORMATION

	No	Don't know	Yes
Are you able to swim 50 metres?			
Are you water confident in a pool?			
Are you confident in deep water?			
Are you able to tread water?			
Are you able to survival float?			
Are you confident in the sea or open inland water?			
Do you hold any awards / qualifications containing a practical swimming assessment? Please detail:			

CONSENT

All boxes must be ticked for you / your child to participate. Detailed information about our safety system and activities is provided at www.hillaryoutdoors.co.nz/safety/ In summary:

- Hillary Outdoors offers a wide range of activities which may include and are not limited to: sea kayaking, rock-climbing, tramping, initiative and confidence course activities, camping, kayaking, canoeing, tubing, WW Rafting, caving, mountaineering, skiing, snowboarding, snow skills, river walking and ropes courses.
- Participation in all activities at Hillary Outdoors is voluntary although students are supported and encouraged by their peers and instructor to participate to a level which challenges them.
- Because of the changeable and unpredictable nature of the outdoors risks can never be reduced to zero. Hazards exist in these activities that may result in serious injury or even death. These hazards include: weather / environmental conditions, height, water, equipment, Hillary Outdoors employees' behaviour and skills, client specific hazards, environmental impact and vehicles.
- Our aspirational goal is that no harm will occur whilst involved in activities. Our management strategies for achieving this can be viewed online.

Please contact us if you require more information to make a decision, or if you have any questions.

Yes ✓

I understand there are risks associated with outdoor activities that cannot be reduced to zero. I know I am able to ask any questions of Hillary Outdoors or the individual instructor to gain a better understanding of the activity before deciding whether to take part, and the final decision about whether to take part or not is mine. If I decide to take part, I understand the instructor will identify any hazards that are liable to arise and correct procedures to deal with these, and that it is necessary for me to follow these. The instructor will take all reasonable precautions to ensure my safety. If I act outside of this advice, then I acknowledge I do so at my own risk and may be instructed to leave the programme or activity.	
I have received enough information to make an informed decision about the programme I am / my child is about to undertake.	
I authorise Hillary Outdoors to instigate medical assistance and treatment required in an emergency.	
I understand I may be charged for items belonging to Hillary Outdoors I lose or damage.	
I understand that my personal effects are not covered by Hillary Outdoors insurance policy.	
I understand that if I am under the influence of alcohol, drugs or other substances, Hillary Outdoors has the right to stop my further participation on the programme and I have no right for refund of my course fee.	
I understand Hillary Outdoors Tongariro operates in an area with active volcanoes with associated risks. For further information please see www.doc.govt.nz/parks-and-recreation/national-parks/tongariro/plan-and-prepare/volcanic-risk-in-tongariro-national-park/	
I have read the information sent to me and agree to act within Hillary Outdoors' policies and expectations.	
I understand that Hillary outdoors cannot be responsible for storage or administration of my child's medication, unless specifically requested to do so prior to their visit.	

We require all participants to sign this form and require a parent or guardian's signature for any student under 18. Photos and videos of participants to our courses and programmes may occasionally be used for marketing purposes. We assume your permission to use any of you / your child unless otherwise requested by you.

By signing you are confirming that the information provided is as accurate and complete as possible and are confirming your consent to your / your child's participation in the stated Hillary Outdoors programme.

Participant signature _____ Date _____

Parent / Guardian signature _____ Date _____