

Scout Event Information
Greater Western Sydney Jamborette
Cataract Scout Park, Baden-Powell Drive, Appin
30th September 2016 ~ 3rd October 2016
Registrations Close: 9th September, 2016

Information about the Camp:

The Jamborette is held at Cataract Scout Park, commencing Friday evening 30th September and ending Monday afternoon 3rd October. Camping and catering will be on a Troop basis managed by individual Troops. Transport to and from the event will be everyone's own responsibility unless specific Troop arrangements are made. Consult with your leaders

Activities include Abseiling & Rock Wall, Flying Fox, Theme Bases, plus others. Flying Fox and rock activities require the wearing of an approved harness and helmet which will be provided and must be worn.

Where applicable for Districts/Rovers/Venturer Units, the completed Jamborette Activity Base Application and Risk Awareness forms MUST be submitted by the 9th September.

A minimum of 18 bases must be completed to gain the Jamborette Award. There will be good camping certificates for those troops who earn them & also a Gateway competition for "Theme" & "Traditional Scout" gateways.

Information about Registrations:

- *Scouts*: \$40.00 plus your Troop catering costs
- *Venturers*, Rovers and Leaders: \$30.00 plus your Troop catering costs

Final closing date for all applications is the 9th September 2016.

Leaders enter *all* registrations on-line in the Scout Event GWS Region system (EMS) at www.events.greaterwestscouts.com.au. Each Section/Group/Crew/Unit must send the following into the Region Office by the 9th September at the latest.

1. Printed EMS Invoice Cover Page and correct payment.
2. Copy of printed E-Permission (E1) for each applicant which MUST be filled in correctly and signed fully. Leaders must check to verify completeness.

E1's:

This will be our first event where we enter E1 information online into the E-Permission. Leaders will need to collect participant's names, membership number and email address. **If participant is under 18 years old parents correct email address will need to be collected.** Leaders will enter this into EMS which will generate an email to the email address with a unique code where they/parents can go in and complete the E1 information on line. Once correctly completed they click the digital signature and they will receive an email with the E-Permission form which they should check for accuracy, ***sign*** and give to the leaders, with payment. Updates can be made in the E-Permission up to 48 hours before event commencement, but a new copy will need to be printed and given to the leaders to go to the Region.

Cancellations:

Refunds will only be given in the event of illness or other similar cause. Requests must be made in advance or on the day of registrations at the Jamborette. A \$5 administration fee will apply to *all* refunds. Anyone not turning up with no explanation will forfeit their full registration.

General:

All standard rules for Scout camping must be followed which apply to both uniformed members and any parent helpers. All members must be registered members of the association. All adults must have completed the Working With Children Check and have that number confirmed with the association.

For further Information:

Contact your local leaders or

Robin Garrett –GWS Regional Commissioner (Scouts): 0405-103-331 or 4577-2662

Instruction for Parents/Applicants for Completing the E-Permission

Initial Steps:

The leaders will provide what was Page 2 of the old E1 which will have information about the event, costs and transport arrangements. Parents/applicants will need to provide the participant's correct name, Membership Number and correct email address for the parent if applicant is under 18 years old or applicants email address.

Entering Information into the E-Permission:

Once the leaders enter this information into the Scout Event system, an automatic email will be sent to the provided email address so this must be correct. In this email will be a link to go to and log in with the unique code provided. They will be presented with this sample screen.

The screenshot shows the 'Registration Details' and 'Personal Details' tabs. The 'Registration Details' tab is active, showing the participant's name (Robin Garrett), phone number (0405-103-331), and email address (scouts@greaterwestscouts.com.au). The 'Personal Details' tab is also visible, showing fields for Name, Gender, Appointment, Formation, District, Region, and Member #.

This screen has four tabs across the top which will have orange dots till they are filled in. Once filled in correctly they will change to green ticks. The final step, "Consent" cannot be completed till all the other tabs have green ticks. Fields with "*" are required and must have the correct information in them. Any tabs with a red triangle mean required information is missing. The green buttons at the bottom will save only or save and open the next tab.

Note the format for date of birth must be in the form of YYYY-MM-DD.

Here is an example of a form with correct information (green ticks), one with missing information (red triangle) and the other tabs still needing to be filled in.

The screenshot shows the 'Activity Permissions' and 'Consent' tabs. The 'Activity Permissions' tab is active, showing a list of activities with radio buttons for 'Yes' or 'No'. The 'Consent' tab is also visible, showing a section for 'Medical Authority' and 'Consent'.

If the applicant is 18 years old or older, the Activity Permissions will not be required and may be greyed out or the page/tab missing altogether.

This information as well as all other information, particularly medical, can be updated up to 48 hours before the event at which time the form will be locked. Any changes needed must be notified directly with the Region Office or event co-ordinator.

This is the Consent page/tab which cannot be completed yet due to missing information in the other page.

The screenshot shows the 'Medical Authority' and 'Consent' sections. The 'Medical Authority' section contains a disclaimer about the participant's responsibility for their own safety and the organization's liability. The 'Consent' section contains a checkbox for the participant to confirm that the information submitted is correct and that they understand the terms of the event. A red error message at the bottom states: "Please fix the following errors: 1. Medical & Dietary page has not been completed".

Once all the information has been correctly entered in and saved, the Consent page will show the first and surname fields as well as the "Sign" button. Fill in your name (parents name for youth) then click the Sign button.

SCOUT EVENT E-PERMISSION FORM
GWS REGION

Robin Garrett
Adult Recognition Awards Presentation Dinner 2015

Personal Details ✓ Emergency Contact ✓ Medical & Dietary ✓ Activity Permissions ✓ **Consent**

Medical Authority

We acknowledge that this activity will involve inherent and obvious risks. I/we authorise any officer, member, servant or agent of The Scout Association of Australia, New South Wales Branch, in the event of any accident or illness to obtain such urgent medical assistance or treatment for the above named participant, including the administration of any anaesthetic or blood transfusion as he or she may consider expedient and for this purpose to engage any first aiders, ambulance officers, doctors, dentists, nursing assistance or hospital accommodation and in this event I agree to pay the said Association on demand all such doctors', dentists', nurses', ambulance and hospital fees (other than fees and expenses recoverable by the said Association under any policy of insurance).

Consent
To be completed by ALL participants or parent/guardian if under 18 years

- I confirm that the information submitted into this online form has, to the best of my knowledge, been entered correctly.
- I understand that I can modify the information submitted into this online form up to 48 hours before the start of the event, after which time, the event e-permission system will be locked.
- I understand that it is my responsibility to inform the event organisers of any changes to this information after the event e-permission system has been loaded.

By putting your name in the box below and saving this form you have **read, understood and agree** to the above medical authority and consent.

Electronic Signature

First Name * Surname *

Sign

Once this is done the Consent page will have a green tick and the name will appear like a signature with the date and time that it was "signed".

You should then receive another email which will include the E-Permission form that you will need to sign. Check to make sure everything is correct then sign the form and give to the leaders along with correct money, before the due date, and they will forward this on to the Region Office.

SCOUT EVENT E-PERMISSION FORM
GWS REGION

Robin Garrett
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Personal Details ✓ Emergency Contact ✓ Medical & Dietary ✓ Activity Permissions ✓ **Consent** ✓

Medical Authority

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Electronic Signature

Robin Garrett
Wed 30th Mar 2016 (8:37am)

Unlock Form

Here is an example of what the E-Permission form requiring signature might look like. Note the spot at the bottom where the parent/applicant would sign.

SCOUT EVENT E-PERMISSION FORM
GWS REGION

027-006-0008
Robin Garrett
Region Commissioner - 117223
Greater Western Sydney Region

REGISTRATION CONTACT:
Robin Garrett
Greater Western Sydney Region
0405-103-331
scouts@greaterwestscouts.com.au

EVENT:
Adult Recognition Awards Presentation Dinner 2015
Wentworthville Leagues Club
50 Smith Street, Wentworthville
Sat 22nd Oct 2016 (6:30pm to 10:00pm)

PERSONAL DETAILS

Name	Robin Garrett
Address	5 Raven Place South Windsor NSW 2756
Home Phone	4577-2662
Mobile Phone	0405-103-331
Date of Birth	1960-03-02
Contact Email	

EMERGENCY CONTACT

Name	mary garrett
Relationship to Participant	spouse
Phone Number (Primary)	4577-2662
Phone Number (Secondary)	0405 103 331
Address	same

PARENT CONSENT
To be completed by parent/guardian for participants under 18 years

Do you give consent for Robin Garrett to participate in the following activities which will be offered at this event.

Swimming	NO
Can the participant swim 50 metres?	NO
Water / Boating	NO
Rick Related	YES
Abseiling	YES
Flying Fox	YES
Flying	NO

SIGNATURE
Participant Signature (or Parent/Guardian if under 18 years)

Name Robin Garrett
Date 2016-03-30 08:37:56

If you have any questions, please contact
Robin Garrett (0405-103-331)

MEDICAL & DIETARY

If the participant suffers from any chronic or recurrent ailment, allergy or physical defect, it should be disclosed in order that provision can be made for their welfare. Please ensure a responsible leader has any Medical Plans if they apply.

Medicare Number	1234 12345 1
Date of last Tetanus Injection	Unknown
Does the participant have any physical disabilities?	Mental as anything
Does the participant have any known allergies, including drugs or food allergies??	NO
Has the participant any special food requirements?	NO
Will the participant have any medication at the activity?	Ventolin puffer as required

Does the participant suffer from any of the following:

Epilepsy	NO
Diabetes	NO
Asthma	MILD

MEDICAL AUTHORITY
To be completed by ALL participants or parent/guardian if under 18 years

We acknowledge that this activity will involve inherent and obvious risks. I/we authorise any officer, member, servant or agent of The Scout Association of Australia, New South Wales Branch, in the event of any accident or illness to obtain such urgent medical assistance or treatment for the above named participant, including the administration of any anaesthetic or blood transfusion as he or she may consider expedient and for this purpose to engage any first aiders, ambulance officers, doctors, dentists, nursing assistance or hospital accommodation and in this event I agree to pay the said Association on demand all such doctors', dentists', nurses', ambulance and hospital fees (other than fees and expenses recoverable by the said Association under any policy of insurance).