

Outward Bound Hong Kong

Participant Handbook

Dear Applicant

I am very pleased to learn that you have enrolled in one of our courses. I am sure it will be a very rewarding and important personal experience for you.

I would like to take this opportunity to explain to you more clearly the nature of the challenges you will undertake, because in an unpredictable outdoor environment the risk is naturally greater than you would encounter in everyday life.

As you may know, all our courses are physically and mentally demanding. However, they are carried out within the different capabilities of the average person. The degree of difficulty varies depending on the goals that each group considers appropriate. Our staff will encourage you but will not compel you, and the necessary motivation and the resulting success of the course will rest with you and the group.

Your course will involve hill-walking and carrying backpacks weighing about 25% of your body weight. You may also be sailing, rowing, rock climbing or canoeing. When on expedition in Hong Kong, your group will be at least 2 hours from the nearest communication point

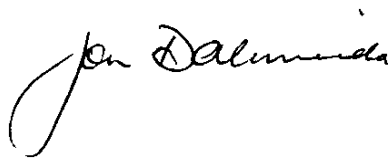
On our expeditions overseas, groups may be out of communication for several days. Emergency mobile phones, which our staff carry at all times, do not always work in the wilderness.

In winter, you may encounter cold and wet weather in the hills and at sea. However, the safety of your group is greatly strengthened by the experience of our staff, the training you will receive, proper equipment and the awareness you will develop. In summer, the weather can be very hot and humid. In Hong Kong, it is important to guard against the risk of heatstroke. However, acclimatization to heat by regular exercise before the commencement of the course will result in an increased tolerance for exercise in a hot environment.

I would like to stress once again the importance of pre-course conditioning. Start exercising regularly as soon as possible. It will significantly add to your enjoyment of the course. Since the establishment of Outward Bound Hong Kong, more than 100,000 people have safely and successfully taken the challenge. It remains a precious, memorable experience that has a lasting impact on their lives. Soon you will be one of them as well.

I look forward to seeing you on the course.

Yours sincerely,
Jon D'Almeida
Executive Director



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General Information

Outward Bound Objectives

Outward Bound aims to stimulate personal development and generate understanding between people by:

- Encouraging participants to venture out of their comfort zone
- Setting new challenges in a demanding adventure programme; and
- Providing an experience which inspires responsibility, self-reliance, teamwork, confidence, compassion, and community service

Further to this, each course has specific learning outcomes that facilitators will actively help you to achieve.

Mental Attitude

A positive attitude with a willingness to try is essential. You are expected to

- Push yourself and encourage your team-mates when engaging in challenging activities
- Make choices, take on responsibilities and learn new skills
- Be involved in some risk-taking under the watchful eye of our trained, qualified instructors
- Test your self-imposed limitations

Insurance

Outward Bound Hong Kong is itself covered by public liability insurance, but does not carry personal medical insurance for participants. If an accident or illness occurs during the course requiring outside treatment, government hospitals or clinics will be used.

Participants may choose to enrol in the Voluntary Personal Accident Insurance (VPIA) scheme, and should have declared his/her intention to do this on the Enrolment Form. No insurance will be effective until the course fees and premium are fully settled before the course begins.

Outward Bound Training Conditions and Rules

To promote a healthy lifestyle, maintain a high safety standard and ensure that all participants focus solely on their training, the use of the following substances or devices is **strictly forbidden** on any Outward Bound course.

- Alcohol, tobacco, illegal drugs
- Radios, personal audio items (MP3)
- Camcorders (video cameras) CD/MD/VCD players
- Electronic Games
- Mobile phones, pagers or any form of electronic communication devices.

Note: Anyone found using any of these may be asked to leave the course. The course fees will not be refunded.

Dormitory Allocation

Outward Bound Hong Kong provides dormitory-style accommodation which participants will be expected to keep clean and tidy. Separate rooms are assigned for male and female participants.

Care of Outward Bound Equipment

Training equipment is provided free of charge. If, through blatant misuse or carelessness, a piece of equipment is lost or damaged, the person or team responsible will be liable to pay for the replacement cost

Medical Matters

Participants must complete the 'Confidential Medical History & Physical Examination Record'. You must declare any pre-existing medical and psychological conditions, allergies and your recent medical history. Those who do declare any such conditions could be asked to submit a Medical Clearance Form that has been completed by a doctor. This is for the safety of everyone.

If a participant is on any kind of prescribed medication, such information should be declared on the Enrolment Form, and should also be given to the Group Instructor at the beginning of the course. This medication should be in its original packaging and accompanied by the doctor or pharmacist's instructions regarding dosage and frequency.

Participants with a history of Asthma should bring 2-current Inhalers with them.

Warning!

If during the course a participant is found to have wilfully withheld any information regarding pre-existing medical or psychological conditions from Outward Bound Hong Kong, he or she may be asked to leave the course, and the course fees will not be refunded.

Valuables

You are discouraged from bringing valuables to the course. Your valuables (money, mobile phone, wallets, etc) will be collected for safekeeping at the beginning of the course and returned to you on the last day. Cameras (not video cameras) may be brought at your own risk. Outward Bound Hong Kong will not accept responsibility for the loss of, or damage to personal belongings not handed in for safekeeping.

Weather

Please check the 7-Day Weather Forecast at the Hong Kong observatory before arriving at Outward Bound.

<http://www.weather.gov.hk/wxinfo/currwx/fnd.htm>

What to do if the following weather warnings are hoisted on the first day of your course:

If the Hong Kong Observatory at 7:00a.m announces that a black rainstorm warning or typhoon signal No.8 is hoisted, the courses that start at 9:30a.m will be postponed to 1:30pm. Participants should report to Outward Bound at 1:30p.m on the same day.

If the Hong Kong Observatory at 12:00pm announces that a black rainstorm warning or typhoon signal No.8 is hoisted, all courses will be cancelled on that day. Participants should report to Outward Bound at 9:30a.m on the following day.

We will try our best not to cancel or postpone courses due to bad weather.

While a course is in progress, participants WILL NOT be sent home but will be accommodated at the training bases.

Emergencies

An important part of the Outward Bound experience is to get the participants away from city life. Therefore, it is our policy that participants **DO NOT MAKE OR RECEIVE TELEPHONE CALLS** whilst attending a course. Please make sure your family, friends and colleagues are aware of this.

In the event of an **EMERGENCY ONLY**, please call:

- During office hours (Monday to Friday: 8:30 am - 5:00 pm):

Outward Bound Headquarters - 2792 4333

- After office hours:

Course Co-ordinator - 9738 9779

Duty Manager - 9738 2143

Please be ready to provide the following information:

- Participant's name
- Course code
- Caller's name
- Caller's company, school or organisation (if applicable)
- Caller's contact number

PRE-COURSE PREPARATION

Your course will be much more enjoyable if you have done some physical preparation beforehand. We suggest that you try to incorporate 3 x 30 minutes of active exercise into your weekly routine. Walking, swimming, cycling, aerobics, running or other active sports are good; these together with some strengthening exercises will make a big difference. We recommend that a minimum conditioning program should be carried out for at least two weeks, preferably longer, prior to the start of your course.

TECHNICAL EQUIPMENT SUPPLIED BY OUTWARD BOUND

Backpack (60-85 Litres)

Insulation pad

Water bottle (1 Litre)

Bowl / eating utensils

Rain jacket

Rain pants

Sleeping bag

Stove

REQUIRED CLOTHING & EQUIPMENT LIST FOR JOURNEY AND EXPEDITION BASED COURSES

The following list outlines the type and amount of clothing and equipment you should bring.

The instructors will screen all personal items very closely BEFORE you pack them into your rucksacks or bags for your journey.

Due to weight restrictions, there is no room for luxury items such as shampoo. There will be no shower or washing facilities during your expedition.

Pack your personal belongings into only ONE medium sized kit or duffel bag or a backpack with an internal frame.

All your contents (including your bag) must fit into a drawer smaller than 80cm tall, 50cm wide and 30cm deep.

Backpacks with hard external frames or suitcases are NOT ALLOWED, as they take up too much storage space.

For Wong Wan Chau courses, all items should be put in large plastic bags inside your kit bag so that they will not get wet during the boat journey to the site.

Required Items	Required Minimum Quantity
CLOTHING	
Sun hat with wide brim & retaining strap (a cap is ineffective in protecting the face & ears against sunburn. Choose light colours & 'breathable' materials.)	1
Underwear (sets)	1 set per 2 days
T-shirt	Maximum of 2
Shorts	1
Long-sleeved shirt (for sun protection – a MUST)	2
Trousers (NO JEANS) <i>Jeans cause extensive chafing AND they become heavy and cold when wet.</i>	2
Lightweight rainproof jacket	1
Swimming costume	1
Long sleeved clothing for water activities (long sleeved shirt and trousers compulsory for sun protection during water activities). <i>This may be the same set as mentioned above.</i>	1
FOOTWEAR	
Sports socks (pair)	1 pair per 2 days max
Hiking socks (pair)	1 pair per 2 days max
Hiking boots with ankle support and a deep tread - a necessary item for all participants on courses with a land expedition element	1
Wet shoes for water activities (must provide full protection to the feet, including the heel, and no skin is to be exposed). Crocs and sandals are not allowed.	1

TOILETRIES	
Sunscreen (SPF 25 or more)	Less than 200ml
After-sun lotion	Less than 100ml
Lip balm with sun block	Optional
Insert repellent (non-aerosol to avoid damaging nylon tents & non-fragrant to avoid bees)	Less than 250ml
Tooth brush / tooth paste	Less than 90g
Talcum powder	Less than 200g
Comb	Optional
Tampons / sanitary napkins (for women)	Essential
Wet wipes for in-field cleaning / washing	Optional
Pen / pencil	1-2
Notebook	Small
Watch (waterproof & with strong strap) – not necessary for children’s course	1
Torch / headlamp (best if waterproof)	1
Spare batteries (set)	2
Sunglasses & retaining strap	1
Large & strong plastic bags (To keep personal items dry)	A few
Bandana / BUFF / HAD type neck protector	Optional
Industrial gloves (pair)	Optional
Small folding knife (blade not longer than 3.5 inches) – for adults only	Optional
Walking stick	Optional
Camera & adequate film	Optional

WINTER ADDITIONS	
Warm long-sleeved shirt (wool or polyester pile)	
Wool / fleece sweater	
Warm outer jacket	
Gloves	
Scarf	
Warm hat (wool cap)	
PROHIBITED	
Body shampoo / soap	NIL - DO NOT BRING
Shampoo & hair conditioner	NIL - DO NOT BRING
Laundry Clip	NIL - DO NOT BRING
Laundry detergent/ powder	NIL - DO NOT BRING
Swimming goggles (only permitted for those with contact lenses)	NIL - DO NOT BRING
Small personal first-aid kit	NIL - DO NOT BRING
Razor (for men)	NIL - DO NOT BRING
Face cloth	NIL - DO NOT BRING
Bath towel	NIL - DO NOT BRING

REQUIRED CLOTHING & EQUIPMENT LIST FOR CENTRE-BASED COURSES

The following list suggests the type and minimum amount of clothing and equipment you should bring. Please be aware that there are no washing facilities. If your clothing, footwear or equipment is found to be inadequate or substandard, Outward Bound Hong Kong may prohibit you from taking part in certain training activities.

Required Items	Required Minimum Quantity		
	Course Duration (Days)		
CLOTHING	1	2-4	5 or more
Sun hat with wide brim & retaining strap (a cap is ineffective in protecting the face & ears against sunburn. Choose light colours & 'breathable' materials.)	1	1	1
Underwear (sets)	1	2-3	4
T-shirt	1	2	2
Shorts	1	1-2	1-2
Long-sleeved shirt (for sun protection – a MUST)	1	2	2
Trousers (NO JEANS) <i>Jeans cause extensive chafing AND they become heavy and cold when wet.</i>	1	1-2	2
Lightweight rainproof jacket	1	1	1
Swimming costume	1	1	1
Long sleeved clothing for water activities (long sleeved shirt and trousers compulsory for sun protection)	1	1	1
FOOTWEAR			
Sports socks (pair)	1	2-3	2-3
Hiking socks (pair)	-	-	2
Hiking boots with ankle support and a deep tread - a necessary item for all participants on courses with a land expedition element	-	-	1
Non-slip trainers (for running & wearing at campsite)	1	1	1
Wet shoes for water activities (must provide full protection to the feet, including the heel, and no skin is to be exposed). Crocs and sandals are not allowed.	1	1	1
TOILETRIES			
Sunscreen (SPF 25 or more)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
After-sun lotion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lip balm with sun block	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Insert repellent (non-aerosol to avoid damaging nylon tents & non-fragrant to avoid bees)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tooth brush / tooth paste/ mug	-	<input type="checkbox"/>	<input type="checkbox"/>
Body shampoo / soap	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shampoo & hair conditioner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Talcum powder	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Face cloth	1	1	1
Bath towel	1	1	1-2
Comb	1	1	1
Small personal first-aid kit	-	1	1
Razor (for men)	-	<input type="checkbox"/>	<input type="checkbox"/>
Tampons / sanitary napkins (for woman)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wet wipes for in-field cleaning /washing	-	-	-

PERSONAL GEAR			
Pen / pencil	1	1-2	1-2
Notebook	1	1	1
Watch (waterproof & with strong strap) – not necessary for children's course	1	1	1
Torch / headlamp (best if waterproof)	1	1	1
Spare batteries (set)	-	1	1-2
Sunglasses & retaining strap	1	1	1
Large & strong plastic bags (To keep personal items dry)	-	<input type="checkbox"/>	<input type="checkbox"/>
OPTIONAL ITEMS			
Swimming goggles	-	1	1
Industrial gloves (pair)	-	1	1
Small folding knife (blade not longer than 3.5 inches) – for adults only	-	-	1
Walking stick	-	-	<input type="checkbox"/>
Camera & adequate film	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Laundry Clip	-	6	6
Laundry detergent/ powder	-	<input type="checkbox"/>	<input type="checkbox"/>
WINTER ITEMS (NOVEMBER – APRIL)			
Warm long-sleeved shirt (wool or polyester pile)			
Wool / fleece sweater			
Warm outer jacket			
Gloves (pair of)			
Scarf			
Warm hat (wool cap)			

Note: The quantity of the items marked is to be decided according to individual needs.
Reminder: Mark your name on all personal items to avoid unnecessary mix-ups.

A SPECIAL NOTE ON FOOTWEAR

Your hiking footwear is one of the most important items you will bring to your Outward Bound course. To avoid unnecessary pain and injury, choose your footwear carefully, and test and wear them before the course begins.

Wearing tennis shoes, basketball shoes or hiking shoes that have shallow treads or do not offer adequate ankle support can lead to sprained ankles, the injury most common to these courses.

Military boots, industrial safety boots with steel toecaps, or motorcycling boots are NOT appropriate for hill walking, and can easily cause blisters or other foot problems.

If you are not able to bring hiking boots, a pair of deep lugged high traction trail trainers or cross-training running shoes are acceptable.



Features of a Good Hiking Boot or cross-trainers

- Padded tongue
- High, firm and cushioned ankle support
- Secured ring lacing system
- High -traction, durable deep-lugged rubber outsole

Recommended brands for hiking in Hong Kong:

Merrell
Timberland
Vascque
Evolu
Technica
Raichle
5-10
New Balance
Asolo

TAI MONG TSAI COURSES.

Start / Finish Times

Course Name	Course	Start Time	End Time
Kids Discovery Course		9:15a.m	3:00p.m
Teens Explorer Course		9:15a.m	3:00p.m
Youth Adventure Course		9:15a.m	3:00p.m
Family Weekend		9:15a.m	2:00p.m
Classic Outward Bound		9:15a.m	4:00p.m
Leadership and Team Development		9:15a.m	4:00p.m
3-Days CEF Course		9:15a.m	4:00p.m
5-Days CEF Course		9:15a.m	4:00p.m
Future Course		9:15a.m	4:00p.m

A presentation ceremony will usually take place in the Main Hall at 3:00 pm. Participants will depart after the ceremony and souvenir shopping.

We will notify the participants if there are changes to the assembly time and/or place.

TAI MONG TSAI BASE PUBLIC TRANSPORT

Public transport to Tai Mong Tsai from Choi Hung (MTR station); Hang Hau (MTR station); Shatin (New Town Plaza); and Sai Kung Town.

Bus No. 92 Sai Kung ---- Diamond Hill MTR

Bus No. 94 Sai Kung ---- Wong Shek Pier

Bus No. 299 Sai Kung ---- Shatin

Green Public Light Bus No. 1A Sai Kung ---- Choi Hung MTR

Green Public Light Bus No. 101 Sai Kung ---- Hang Hau MTR

PRIVATE TRANSPORT OR TAXI

1. Via Sai Kung

Drive down Hiram's Highway to Sai Kung.

Continue on the main road for 2.8 km until you come to a roundabout.

Go right and follow the coastal road for 2.2 km to the crossroads of Tai Mong Tsai Road and Yan Yee Road.

Turn right when you see the Outward Bound Hong Kong sign (opposite Yan Yee Road). Then follow the path for approximately 5 minutes and you will find the Tai Mong Tsai training base.

2. Via Shatin

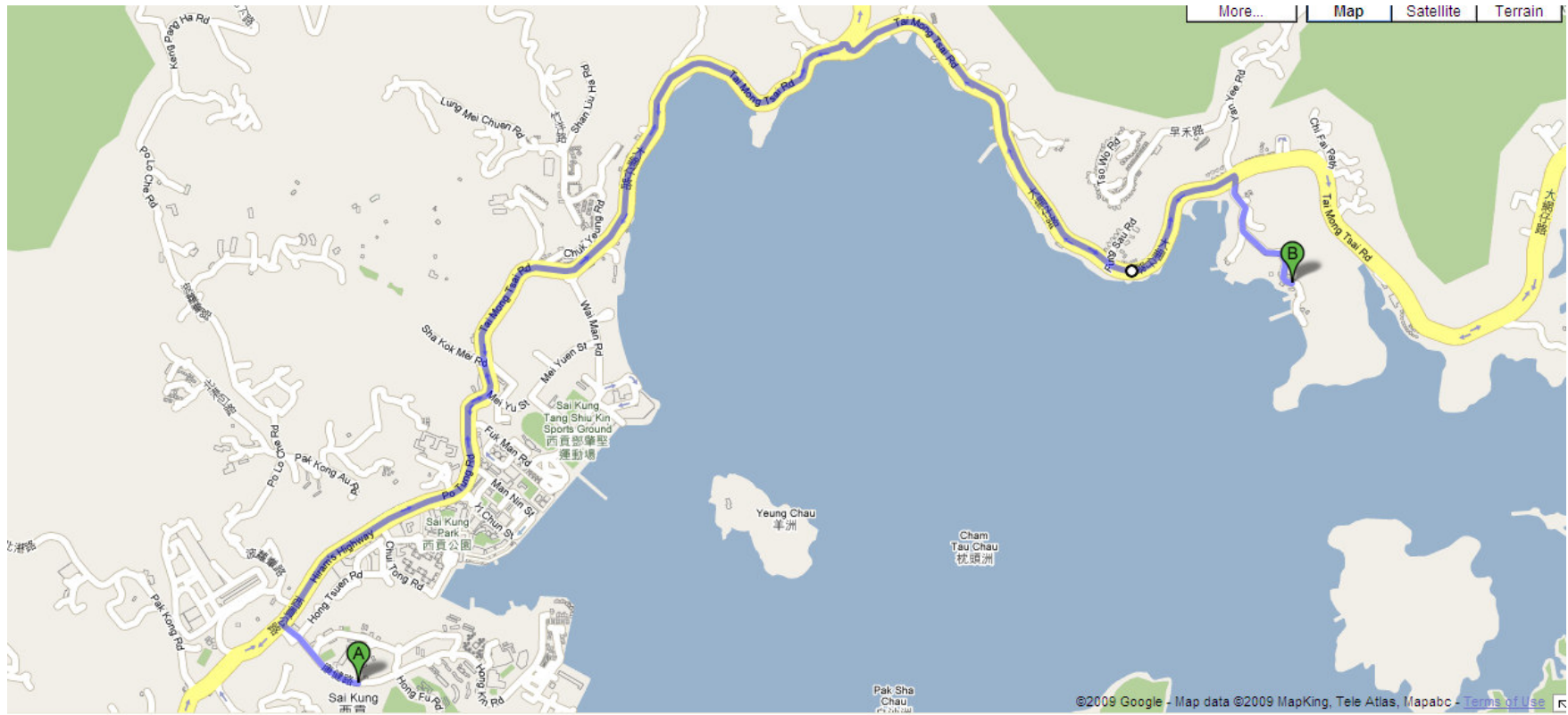
Follow road signs to Sai Kung until you arrive at a roundabout at the end of Sai Sha Road.

Turn left and follow the coastal road for 2.2 km to the crossroads of Tai Mong Tsai Road. Then follow the instructions hereafter as shown in Point 1 above.

PARKING

There are no parking facilities at Outward Bound Hong Kong. It is possible to drop participants at the entrance to 210 Tai Mong Tsai Road and then to walk in.

There is also a public car park near Tai Mong Tsai village on the left-hand side of the road, approximately 100 metres past the turn-off to our base.



ADDITIONAL INFORMATION FOR CHILDRENS COURSES

INTRODUCTION

An Outward Bound children's course is a simple introduction to later Outward Bound courses. The children will engage in new activities, make new friends and learn new skills. We will encourage them to extend themselves and push them towards new levels of accomplishment. Our staff are well trained and experienced, and will carefully supervise all activities, making sure that all safety procedures are being taught and followed.

ADULT ACCOMPANIMENT

An adult must accompany all Kids and Teens course participants when they come to, and depart from, our base.

SUPERVISION

The children are divided (by age and language ability as much as possible) into groups of approximately 12. All groups are under the supervision of the Course Coordinator. Each group has its own Group Instructors and an adult helper. In addition, there are other support staff available to the children 24 hours a day. In the dormitory an adult will be sleeping in a room nearby.

PERSONAL ITEMS

We suggest that children pack their own bags and make a list of contents. This reduces the likelihood of forgotten or mistaken items.

All personal items and clothing should be clearly marked with their name.

Outward Bound Hong Kong will not accept responsibility for any lost or damaged belongings.

MONEY & VALUABLES

Children over 11 years old must bring their identity cards.

Money is not needed during the course but at the end of the course participants may wish to purchase some souvenirs. We recommend that this should be done by parents on the last day. Any money that the children have with them, along with any other valuables, will be collected for safe keeping on the first day of the course and returned on the last day. Cameras or watches may be brought, but Outward Bound Hong Kong will not accept responsibility for the loss of, or damage to any personal belongings not handed in for safekeeping.

CONFECTIONERY

The children will be well fed during the course. Candies, chewing/bubble gum, chips, soft drinks and personal foodstuffs should not be brought to the course.

HOMESICKNESS

Early on in the course we might ask the children to write a letter home. They may tell you how much they miss their family and may even want to come home. This is to be expected and is usually a passing phase. However, in the event of prolonged homesickness we may call the parents and ask for their support in persuading their child to stay.

END OF COURSE

The Kids and Teens courses held at our Tai Mong Tsai base end with a presentation ceremony, which usually takes place at the time listed below. Parents and guests who wish to attend the presentation ceremony are requested to arrive at the base no earlier than 2:30 pm.

There is no parking at the school. The participants should leave our premises at approximately 5 pm.

The presentation ceremony will be at 3:00 - 3:30 pm

The souvenir shop is open from 2:30 - 4:30 pm

WONG WAN CHAU COURSES

If your course code begins with "LW" (except school and corporate courses), please arrive at Wong Shek Pier no later than 1:30 p.m. No lunch is provided on Day One

Warning!

Wong Wan Chau is a remote island not accessible by public transport. If you arrive late, you will have to arrange your own transport at your own expense, otherwise, you will miss the chance to participate in the course.

A presentation ceremony will usually take place at the base.

Participants will be transported back to Wong Shek Pier by ferry to catch the 3:30 pm No. 94 Bus to Sai Kung.

Transport available to Wong Shek Pier:

1. Bus No. 94 from Sai Kung Town to the Wong Shek Pier bus terminal (leaves around every half hour)
2. Taxi

Please note that the Sai Kung Bus Terminus is very crowded on weekends.

Access to the Sai Kung Country Park beyond Pak Tam Chung by private car is NOT PERMITTED

SPIRIT OF OUTWARD BOUND HONG KONG

If your course code begins with "SOB" (except school and corporate courses), please report to our Tai Mong Tsai base at the Main Hall (Ground Floor of the Administration Building) at 1:30 p.m. No lunch is provided on Day One.

SPECIAL CLOTHING LIST FOR COURSES ON SPIRIT OF OUTWARD BOUND

To allow you to have a comfortable sea journey, we suggest you bring the following:

- Breathable, easy to dry, non cotton based tops and pants
- You MUST bring a pair of trainers or deck shoes suitable for walking on deck (must NOT have black soles)

Wellington boots (for winter courses from Nov to Apr)

Outward Bound Souvenirs

Tai Mong Tsai base:

The base at Tai Mong Tsai has a shop that sells an attractive and extensive range of Outward Bound souvenirs. The shop will be open following the presentation ceremony on the last day of the course.

Wong Wan Chau base:

For Wong Wan Chau courses, the instructors will distribute a souvenir price list catalogue to each participant during the course. You can make your purchases and receive the items at the end of the course. The income from all souvenirs is used to subsidise deserving applicants so that they can participate in courses.

Website:

Outward Bound merchandise can be found at www.outwardbound.org.hk.