



ATLANTIC ADVENTURE EXPERIENCE (AAE)

COURSE PACK (2024)

WELCOME NOTE

Dear participants and families,

Welcome to the summer Atlantic Adventure Experience (AAE).

The UWC Atlantic Experience Team (AX) is very excited to immerse you in an outdoor education programme here at UWC Atlantic. The outdoor classroom is a key component of AAE and with our campus' prime location in a 12th-century castle by the sea in Wales, every day is packed with new experiences – from exploring the underground karst to the high mountains of South Wales. Scaling heights and being immersed in water – this will be an action-packed week!

AAE will be attended by young people with a passion to lead, build critical thinking and decision-making skills, develop resilience; key skills required by leaders.

We hope this course pack provides you with all the initial information you need prior to your arrival, and during your stay. Please take some time to read through this document, and feel free to contact us if you require any further information.

TOM PARTRIDGE, HEAD OF ATLANTIC EXPERIENCE
tom.partridge@uwctlantic.org



MEET JESS

Jess is an experienced Activity Team Leader in the Atlantic Experience team and facilitates a range of outdoor activities from power-boating to caving. In her spare time, Jess enjoys hiking, mountain biking and caving and is a volunteer member of the Brecon Mountain Rescue team where she learns new skills in first aid and various mountain rescue scenarios.

JESS MOON BOWEN

jess.moonbowen@uwcatlantic.org



Jess Moon Bowen,
AAE Programme Coordinator

MEET KATIE

Katie started her professional career as a youth worker and has since worked in the outdoor industry for over 12 years. She has a wealth of experience in a variety of settings including education and the third sector.

Katie enjoys taking part in many varied activities; from mountain biking to paddlesports; hiking to volunteering. She has a passion for caving and stand-up paddleboarding and is a member of several outdoor activity clubs which allows her to interact with different types of people, broadening her knowledge and life experience.

KATIE LLOYD

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Katie Lloyd,
AAE Programme Coordinator

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Please read the information carefully and contact us if you have any concerns. Please use this checklist to prepare for the programme. The boxes that are left empty are for you to complete and help you plan.

| CHECK LIST (Please check carefully prior to departure) | WHEN | CHECK |
|---|-------------|--------------|
| Pay course fees for AAE | 14-days | |
| Submit travel and logistics form | 31st June | |
| Purchase travel insurance (if required) | 31st July | |
| Ensure you have all items in the suggested kit list | 31st July | |
| Update changes to personal and emergency details | 31st July | |
| Pack your bag (don't forget your travel documents) | | |
| Get ready for AAE! | Now! | |

LOCATION & CONTACT



Address: UWC Atlantic, St Donat's Castle, St Donat's, Llantwit Major CF61 1WF, UK (Wales)

Detailed travel information on how to get to UWC Atlantic by road or by rail can be found by [here](#)

Email: aae@uwcatlanticexperience.com

Telephone: (+44) 1446 799 000

24/7 Emergency Number: (+44) 1446 799 000

TRAVEL INFORMATION

We recommend booking travel as soon as your place on the AAE programme is confirmed. You must complete the [Travel and Logistics Form](#) sent to you by 31st June 2024.

Transfers are only available from/to Heathrow Airport and all participants not arriving directly at the College should arrive and depart from this airport.

PARTICIPANT ARRIVAL | ARRIVING AT HEATHROW AIRPORT

Should you require transfer to the College, you must arrive at London Heathrow Airport Terminal 5 on the Saturday of your course start date by 3pm (BST). A coach will depart from Heathrow Terminal 5 at 4pm (BST). Please note, staff will be waiting at Terminal 5 (and no other terminal) from approximately 12pm midday, so it is your responsibility to travel between terminals to Terminal 5 safely.

Please ensure you have mobile data allowance that can be used in the UK to inform your parent/guardian of your safe arrival. Should parents/guardians require updated travel information, please do not email, please call +44 (0) 1446 799 000.

Emails will only be intermittently checked on arrival and departure days due to staff supervising transfers.

TRAVEL INFORMATION CONT.

Please be aware, the journey from Heathrow Airport to UWC Atlantic is approximately 3-hours and is an opportunity for you to start getting to know your peers. Your first meal provided by the College is Sunday breakfast so please ensure you have had a sufficient meal before getting on the coach. Snacks will be provided.

PARTICIPANT ARRIVAL | ARRIVING AT THE COLLEGE

Participants must arrive at UWC Atlantic on the starting Saturday of your course date between 6pm-10pm (BST). On arrival, please report to the main reception where a member of the AAE team will escort you to the accommodation day room for check in. Parents or accompanying guardians dropping off the participant are welcome to explore the campus grounds but must stay within dedicated areas specified on arrival. Your first meal provided by the College is Sunday breakfast so please ensure you have had a sufficient meal before arrival. Snacks will be provided.

Below is a list of local taxi numbers, should you need to arrange transport from Cardiff Airport or Bridgend Train Station:

Dragon Taxis: (+44) 1656 655766

Andy Cars: (+44) 1446 796 777

Flight Link (+44) 1446 728500 (Cardiff Airport). Book online [here](#)

It is strongly recommended you book your taxi in advance.

Please note, we cannot provide pick up from Cardiff Airport or Bridgend Train Station.

PARTICIPANT DEPARTURE | DEPARTING FROM HEATHROW AIRPORT

Should you require transfer to London Heathrow, you must book a departing flight on the ending Saturday of your course date with a flight departure time after 1pm (BST). The coach will depart UWC Atlantic at 7am (BST) and will drop off at Terminal 5 only. We cannot chaperone transfers between terminals or any other ongoing travel. Staff will not remain in the airport after drop off. A packed breakfast will be provided.

PARTICIPANT DEPARTURE | DEPARTING FROM THE COLLEGE

Participants must be collected from the College between 8am-11am (BST). Breakfast will be provided.

Final travel plans will be communicated to parents/guardians and participants approximately 2 weeks before the start of the programme. Please ensure that the participant has the College's contact number in their phone and keeps their phone charged at all times: +44 (0) 1446 799 000.

DISRUPTED TRAVEL FEES

Should you need to make last minute changes to travel i.e. cancelled/delayed flights a supplement fee of £200GBP per person plus additional transport costs (i.e. taxis) applies, payable in advance.

UNACCOMPANIED MINORS

Parents/guardians of unaccompanied minors (participants under 18 travelling on their own) should carefully check 'accompanied flight' policies which may vary widely from airline to airline. It is very important that parents arranging an accompanied flight investigate the specific policies of the airline in question. Do not hesitate to ask the airline any detailed questions about any policy that seems confusing.

Please note, should you require booking an unaccompanied minor flight service with your airline, our team cannot be the chaperone who meets them at their terminal and it is your responsibility to arrange a UK chaperone.

VISAS

Participants who require a VISA to enter the United Kingdom should apply for a [Standard Visitor Visa](#). Should you need additional documents to support your VISA application, you should contact us in advance to ensure your application can be processed in time for the course start date. We will not be able to guarantee the refund of the programme fees in case of participants missing the course due to unsuccessful VISA applications.

For eligibility information, please visit: www.gov.uk/standard-visitor-visa/eligibility

To apply for a Standard Visitor Visa please visit: www.gov.uk/standard-visitor-visa/apply

INSURANCE

Guard Me international travel insurance is taken out on behalf of participants who reside outside of the UK only. Please note the policy is not permitted for UK residents.

Participants travelling from overseas may also wish to purchase travel insurance for the duration of their travel and stay at UWC Atlantic. Missed flights and baggage are covered in the Guard Me + cancellation policy - please see the insurance policy document for full details.

We will set up an insurance policy for each student individually valid for the exact dates of the AAE course (from arrival to departure days). However, in the unfortunate case of needing to make a claim, this can only be done by the student with support from their parents / guardians and through GuardMe directly, not through the AAE programme.

Any claims must be made within 28 days via the Guard Me online portal (<https://claimsform.axa-travel-insurance.com/>). The details of your individual insurance policy will be sent to the parents / guardians in good time before the start of the course and you will also receive a link to download the 'Doctor Please!' app.

Please note that additional travel or tourist arrangements outside the dates of the course would not be covered by this policy.

If you are visiting the UK from an EU country or Switzerland and you fall ill or have a medical emergency during your temporary stay, you can use a valid EHIC issued by your home country to access healthcare. If applicable, please ensure you bring your EHIC along with your ID/passport documents.

SPECIAL DIETARY REQUIREMENTS

All dietary requirements and allergies should be indicated on the application form. If we do not receive this information from you, we will assume you have no specific dietary requirements or allergies and you can eat meat, eggs, fish, nuts and dairy products.

All main meals will be prepared by our catering team at UWC Atlantic and we can cater for a wide and diverse range of requirements so long as this is clearly specified prior to your arrival. Our meals include a range of healthy options, including vegan, vegetarian, gluten free and halal.

ACCOMMODATION

We will be using student houses located on campus. The student house is made up of 4 beds per room, 6 rooms per floor. Accommodation will be split into 2 houses for youngsters (ages 12-14) and older (ages 15-17) with gender split by floor. Accommodation is allocated by the AX team.

Non-binary requests are dealt with on a case-by-case basis; please see our terms and conditions or gender identity and inclusion.

The house has a kitchen and shared common room with a TV and Netflix for the short downtime period that is allocated in the programme. All participants are encouraged to socialise in the house day rooms, college common areas and outside (weather permitting). Participants are strongly encouraged to respect each other's space and are not permitted in each others rooms. It is important that all participants respect this throughout the whole duration of the programme and ensure all participants and staff are made to feel comfortable at all times.

There is overnight pastoral care provided in the house, with a duty member of staff in the house overnight. 24hr security and emergency contact is also available at main reception.

Hot and cold drinks, snacks and fruit will be available throughout the day, and cereal, milk, toast and preserves will be available in the student houses throughout the whole duration of the programme.

There will be three nutritious meals per day – breakfast, lunch and dinner, and on-campus meals will be enjoyed in the Dining Hall. On days where the group will be off campus, a packed lunch will be provided.

Participants are welcome to bring any food or nibbles of their choice, however, foods

containing nuts are not permitted as we are strictly a nut-free campus. **Note: If you have any concerns about any of the above, please contact us prior to arrival**

MEDICAL REQUIREMENTS

In line with our safeguarding procedure, on arrival all medication including pain killers must be handed over to the AAE team who will store and distribute medication according to the instructions provided on the application form.

This is with exception to the following:

- Asthma inhaler - must be kept on the participant at all times
- Epinephrine autoinjector (e.g Epi-pen) - must be kept on the participant at all times. 2 are recommended if possible (one of which will be kept the activity leaders)
- Topical creams - can remain with the participant

We must still be made aware of the above, but they can remain with the participant.

All medication requirements must be listed on the application form and a medical routine clearly explained (i.e names of medication, times of day, amount required, etc. Medication routine/guidance notes must be provided in English.

Any changes to the information provided in the form must be provided prior to the start of the course. Failure to declare or update any medical requirements or injuries may result in the removal of the participant from the programme.

FIRST AID

In case of injury, there is always a member of staff on duty who is first aid trained, and will be able to aid on site. Should any participants require further medical assistance, transport to the nearest medical facility or hospital will be available 24h/day, and parents/guardians will be kept informed accordingly at all times.

KIT LIST

ESSENTIAL

- Range of suitable clothing including that which can be worn for outdoors and sports activities eg t-shirts, jumpers, tracksuit, leggings, shorts *please note the weather in Wales is often changeable and can be cold, wet or hot at this time
- Several changes of underwear, socks and nightwear
- Swimming costume
- Towels (x2)
- Waterproof coat
- Sunscreen
- Sunhat/cap
- Sports shoes including one pair of old trainers that will get wet
- Water bottle
- Rucksack e.g 20-30ltrs (such as a school bag)
- Flipflops or sliders
- Wash kit
- Hiking boots
- Phone charger and UK adapter (if required)

OPTIONAL

- 4mm and above wetsuit (alternatively, these will be provided)
- Wetsuits boots (alternatively, these will be provided)
- Hairdryer
- Musical instrument
- Waterproof camera to capture your own moments!
- Playing cards and/or book
- Small amount of spending money for UWC merchandise shop (bank card recommended)

Where possible, please label your items so that any lost property can be identified.

A lockable safe will be available to allow the safe storage of valuable documents (eg. passport and pocket money).

Note: We strongly advise you to leave any valuables at home. UWC Atlantic Experience cannot be responsible for the loss or damage of any personal belongings.

PHOTOS

Photos will be uploaded to a drive shared with parents/guardians when possible but we cannot guarantee this will be daily. The safety of the group is the activity leader's priority and photos cannot always be captured for each activity. Should participants bring their own camera, they must have permission before taking photos of others. To include the photos in the shared drive for participant and parent/guardian access, please email them to aae@uwcatlanticexperience.com.

COMMUNICATION

Participants will generally be available to be contacted or to contact parents/guardians between 6.30-7.00pm (BST) on their personal devices. In some instances, an activity may run later but they will be given the opportunity to call/message at a suitable time.

Is it the participants responsibility to stay in contact with parents and guardians, but if at any stage you have concerns, please contact the programme coordinator on: aae@uwcatlanticexperience.com

SAFEGUARDING

Safeguarding all members of the UWC Atlantic community (and in particular our participants) is the main priority for us. We affirm our commitment to the wellbeing and safety of all members of our community in reflection of UWC's core values of personal responsibility and integrity, autonomy and mutual responsibility, respect and compassion.

We also affirm our full commitment to safeguarding and to promoting the wellbeing of all children and young people in the care of UWC schools, colleges, national committees, projects and educational programmes.

SAFEGUARDING CONT.

We confirm our belief in the right of all children to be protected from all forms of abuse, neglect, exploitation and violence, as set out in the UN Convention on the Rights of the Child.

We welcome any member of the UWC Atlantic community, who wishes to report an experience of sexual misconduct, harm, abuse or neglect, to do so at any time. Individuals who choose to come forward can do so knowing that we are here to listen to whatever experience they choose to share, we will always take them seriously and will follow up to help ensure the safety of our whole community.

REPORTING CHANNELS

You can contact the College in the first instance by emailing our Programme Designated Safeguarding Lead safeguarding@atlanticcollege.org

To view our Safeguarding and Respectful Community Policy please click [here](#)

UNSUPERVISED AND FREE TIME

There will be two age groups on AAE with course participants split in groups and accommodation by their age group.. Please consult the specific free-time rules for the correct participant age group.

PARTICIPANTS AGED 12- 14

Will be supervised at all times by a member of the pastoral team while in their accommodation and all designated free time will be structured and supervised.

Participants may not access the campus independently during free time, but will be permitted to walk across the campus directly to meals and activities with other friends and without direct supervision.

PARTICIPANTS AGES 15 - 17

Will be supervised overnight and a member of the pastoral team will be present in the evenings in the accommodation. Participants must complete all compulsory activities on the course, but will be permitted freedom to move independently around the campus during unstructured free time, but must strictly adhere to any curfews or other restrictions communicated by staff and only access designated areas of the campus.

INFORMATION & GUIDANCE

ADVENTUROUS, PHYSICAL AND OUTDOORS ACTIVITIES

The AAE programme is an outdoor and adventurous learning programme. This includes activities on land, water, underground, and those based on the sea. UWC Atlantic has a range of on-site facilities (e.g. climbing wall, swimming pool), and it also benefits from its coastal location. Sessions may also be delivered off-site at venues near to the College in remote areas.

Taking part in any adventurous activity involves some element of risk and it is not possible to totally eliminate them all. The management of safety is the shared responsibility of the participant, parent/guardian and AAE/other appointed staff. Where the risks are managed effectively, a balance is achieved between having fun, learning and everyone's safety.

First aid will be administered, if required, by first aid trained and qualified staff. In the event of serious injury and/or illness, medical care will be provided by local medical facilities or hospital services.

The information provided in the brochure and this welcome pack will help you to understand the nature and risks involved with the activity and programmes being delivered. On occasions we may use external providers to deliver our activity, in this case we will ensure that any relevant checks and safety systems are in place and meet the regulatory standards.

OUR COMMITMENT TO SAFETY

UWC Atlantic Experience is a College department with specific responsibility for outdoor and adventure activities. As part of its safe management our qualified staff will provide risk-managed activities. Our safety management system is externally inspected by the Adventurous Activities Licensing Authority as per UK Regulations and Legislation. (License number R0118). In addition, we are an Approved Training Centre offering Royal Lifesaving Society Awards and Qualifications.

Should you wish to discuss any aspects of the outdoor, adventure and physical activity or if you have any questions about the delivery of the programme and/or service you can contact the Head of Atlantic Experience. Parents/Guardians are entitled to withdraw participant consent for any aspect of our services/activities at any time by stating so in writing to the Head of Atlantic Experience, Tom Partridge:
tom.partridge@atlanticcollege.org



ACTIVITY RANGE

The range of activities that may be offered can be grouped into the following categories and examples:

Mountain and Land-Based

Trekking, hiking, mountaineering, rock climbing, abseiling, mountain biking, caving, camp craft

Water-based

Paddlesports (sea and inland) paddleboarding, surfing, lifesaving, surf kayaking

Combined Water and Rock

Coasteering, gorge scrambling, caving

General Activity

Archery, problem-solving and team tasks/games, pool activities, bushcraft

Physical Activity you will have access to

Team sports, gym, dance, swimming, physical activity, ball games

NOTE: This list is our entire range of activities and not all activities will be undertaken on the course.

PARTICIPANT EXPECTATIONS

To ensure all participants and staff make the best out of this experience, we would appreciate it if you could reflect on these expectations which are to be respected and followed by everyone at all times. Should participants fail to adhere to these, parents/guardians would be informed and a decision of withdrawal from the programme may incur without prior warning. We hope you appreciate the physical, emotional well-being and safety of all participants and staff is our priority.

USE OF TECHNOLOGY

Free Wi-Fi is accessible on the campus to all participants, but participants are encouraged to limit its use in order to maximize face to face social interactions. UWC Atlantic Experience will not be responsible for any loss or damage to personal belongings of any kind, however, any damage to or loss of personal belongings needs to be reported directly to the member of staff on duty during the programme, so we can take this into account and find solutions together. Misconduct, including cyber violence/harassment/bullying using UWC Atlantic equipment and/or internet facilities, will not be tolerated throughout the whole duration of the course.

ALCOHOL, DRUGS AND SMOKING

The possession, use and trafficking of any type of recreational drugs and alcohol are not permitted on and off-campus throughout the whole duration of the course. UWC Atlantic is a smoke-free campus and smoking tobacco or use of electronic cigarettes of any kind will not be tolerated. Any participants not abiding by these rules may incur in immediate dismissal from the programme without prior warning.

SOCIAL INTERACTION

No violence/harassment/bullying of any kind towards participants, staff and members of the public will be tolerated on campus and off-campus throughout the whole duration of the course.

SEXUAL INTERACTION

No sexual interaction of any kind will be permitted on campus and off-campus throughout the whole duration of the course.

PROPERTY AND LOCAL ENVIRONMENT

No damage to property and/or the local environment of any kind will be tolerated on campus and off-campus throughout the whole duration of the course.