



IMPORTANT INFORMATION FOR PARENTS, GUARDIANS AND CARERS - OFFSHORE VOYAGES AND VESSELS

We are delighted to welcome your child on a Sea Cadets offshore voyage. A voyage on our fleet is the pinnacle of the Sea Cadet experience where they will learn key life skills including teamwork, communication and confidence.

Preparing for the voyage:

Travel tickets: Travel tickets will be arranged by the National Booking Centre (NBC). Whilst it might be possible for cadets to travel in groups to and from vessels, quite often they will have to travel alone. Please carefully check the travel details in advance, so we can address any concerns ahead of time. If, for any reason, you don't use all the tickets please return them to the NBC as quickly as possible so we can arrange a refund.

Next of kin/emergency contact: Please check with your unit that they have the correct NOK details for your child. If you are planning to be away during your child's voyage, please provide an alternative NOK contact number.

Dietary requirements: If your child has any special dietary requirements please inform their unit so they can update their records, and ask your child to let an adult on the voyage know upon arrival.

Medical conditions/notes: If your child has any medical conditions or health concerns, including any recent doctor appointments or current medications, please inform your child's unit so they can update their records. It is also worth reviewing this information regularly, as some medical notes may be removed from Westminster once no longer relevant.

Passports and EHIC: Passports are compulsory for voyages that may include a foreign visit. Voyages that are scheduled to visit a foreign port are clearly indicated on the programme and in the course information. If a passport is required, please ensure that the surname on the passport matches the surname of the cadet on Westminster.

It is recommended that you obtain a European Health Insurance Card. Having one of these will cover any overseas medical expenses. Visit: <https://www.ehic.org.uk>.

If you are unsure whether your child needs to bring a passport or if you have any other questions, please ask the Commanding Officer (CO) at your child's unit who will be happy to help.

If a cadet arrives on board for a voyage that requires a passport, but does not carry it, the vessel's CO may need to consider if the cadet should be returned home. However, this action would not be taken without first discussing the situation with the unit CO and the parents.

Photographic identity: Some type of photographic identity, such as a Passport or Citizen Card will be required if domestic air flights are included in the journey either to and/or from the vessel.

Kit/uniform required on board: The kit list below includes all the clothing and uniform that your child will need to bring for the week. Please note there are differing kit requirements depending which vessel your child will be joining.

TS ROYALIST

Uniform items

- White cap (chin stay sewn in) for Sea Cadets and beret for Royal Marines Cadets.
- One, preferably two, set/s of No.4's (navy blue trousers, working shirt, woolly pulley – equivalent for Royal Marines Cadets). **No parade/drill boots.**

Non-uniform items

- Passport & European health insurance card (check programme if required).
- Sleeping bag, pillow case and bottom sheet.
- A fleece top is essential.
- Complete change of outer clothing including trousers or jeans, shirt, warm jumper or sweatshirt and woolly hat.
- Dark shorts and polo shirt (for warmer weather wear).
- Adequate underwear changes/pyjamas.
- Pair of non-slip soled deck shoes (trainers, or boots such as magnums or combat), plus one pair of extra shoes (see notes).
- Swimming costume.
- Pair of woolen gloves or sailing gloves.
- Toilet requisites and towel (**no aerosols** i.e. deodorants etc).
- Neck scarf / snood
- Notebook and pencil.
- Sea Cadet offshore handbook (if held)
- RYA Logbook and DofE Award book if applicable
- Preferred sun block cream and sun hat.
- Camera

TS JOHN JERWOOD & TS JACK PETCHEY

Uniform items

- White cap (chin stay sewn in) for Sea Cadets and Beret for Royal Marines Cadets
- One, preferably two, set/s of No.4's (navy blue trousers, working shirt, woolly pulley – equivalent for Royal Marines Cadets). **No parade/drill boots.**

Non-uniform items

- Passport & European health insurance card (check programme if required).
- Duvet cover, pillowcase and bottom sheet.
- A fleece top would be useful.
- Complete change of outer clothing including trousers or jeans, shirt, warm jumper or sweatshirt and woolly hat.
- Dark shorts and polo shirt (for warmer weather wear).
- Adequate underwear changes/pyjamas.
- Pair of non-slip soled deck shoes, plus one pair of extra shoes (see notes).
- Swimming costume.
- Pair of woolen gloves or sailing gloves.
- Toilet requisites and towel (**no aerosols** i.e. deodorants etc).
- Neck scarf / snood
- Notebook and pencil.
- Sea Cadet offshore handbook (if held)
- RYA Logbook and DofE Award book if applicable
- Preferred sun block cream and sun hat.
- Camera

YACHTS - TS CITY OF LONDON and TS SIR STELIOS - No uniform items required.

- Passport & European health insurance card (check programme if applicable).
- Sleeping bag and pillow case.
- A fleece top is essential.
- One complete tracksuit and/or thermal tops and leggings for sailing in.
- Complete change of outer clothing including trousers or jeans, shirt, warm jumper/sweatshirt and woolly hat.
- Dark shorts and polo shirt (for warmer weather wear)
- Adequate underwear changes/pyjamas.
- Pair of non-slip soled deck shoes (ie trainers or plimsolls), plus one pair of extra shoes. **No parade/drill boots** (see notes)
- A pair of Wellington Boots (ideal on the yachts and no need to buy expensive specialist sailing footwear)
- Swimming costume.
- Pair of woolen gloves or sailing gloves.
- Toilet requisites and towel. (**no aerosols** i.e. deodorants etc.)
- Neck scarf / snood
- Sea Cadet offshore handbook (if held).
- RYA Logbook (Sail Cruising) and DofE Award book if held.
- Notebook and pencil.
- Preferred sun block cream and sun hat.
- Camera

Kit List Notes:

- Passport & European Health Insurance Card (check programme if applicable).
- All kit must be in good repair and marked with the owner's name.
- It is advisable to pack all kit in waterproof bags.
- Bring kit in a kit-bag or foldable holdall. No rigid cases or framed rucksacks.
- Coloured, leather or studded-soled boots, wedge soled or high-heeled shoes are not permitted on board. No drill boots.
- Canvas non-slip deck or sailing shoes are ideal.
- Oilskins/foul weather clothing will be issued on board.
- Females please bring bun nets and pins if required, but no electrical equipment for hairdressing.

No responsibility will be accepted for loss of/damage to personal property.

Smart phones and other electronic items

Whilst it is accepted that almost all youngsters have a mobile phone and would wish to bring it with them, consideration should be given to providing your child with an inexpensive 'pay as you go' phone, and for them to keep their more expensive smart phone at home. Mobile phones will be collected by staff for safe keeping as soon as your child arrives on board, and will only be issued to cadets when off duty (normally in the evening) or when granted shore leave. Other electronic equipment such as IPADs, Tablets and Laptops should not be brought to the vessels unless for a specific and bona fide reason such as your child having to complete important school work whilst on an offshore voyage.

Final preparations and joining day

T1 Form: A fully completed T1 form/card is a compulsory requirement. Additionally, please ask your child to bring their T1 (Med) form to the vessel if appropriate, which is to include any medication they are currently taking. It is particularly important that information is known about any very recent medical conditions/trips to the doctors, that occurred in the final two weeks before the voyage and, therefore, might be missing from the T1 or T1 (Med).

Medication: Please check that any medication taken by your child is clearly indicated on the T1 Med Form. A small amount of anti-seasickness medication is carried on board but will only be issued at the Commanding Officers discretion – (see separate note on seasickness).

Travel plan, Passport, EHIC, kit and uniform: Final check to ensure everyone is aware of travel times and plans. Also that correct documentation is held and full kit and uniform packed. It is a good idea to get cadets from nearby units to travel together.

Joining the vessel: Your child should aim to arrive on board the vessel as close to 1500 as possible on the joining day (normally a Saturday). Unless unavoidable, they should not arrive at the vessel excessively earlier than 1500. If during the journey they encounter any problems or delays, they should contact the ship they are joining at anytime after 0800 on Saturday morning.

The contact numbers for each of the ships are below. Additionally there is always an Offshore Duty Officer who may be contacted with any questions or concerns on the day:

TS Royalist: 07803 475879

TS Jack Petchey: 07543 662207

Offshore Duty Officer: 07979 802122

TS John Jerwood: 07754 935467

Yachts: 07747 634466 or 07747 634484

Office at Gosport: 02392 765888 (not weekends)

The ship specific telephone numbers above will remain switched on until the last cadet has arrived on board, after which time they will be switched off for the duration of the voyage. We will encourage your child to phone home to report their safe arrival.

Whilst Sea Cadets issue travel tickets, travel plans, routes and takes every precaution with regards to safe travel, we are unable to provide additional funding to allow an adult to accompany cadets. Please be aware that your child may be travelling to and from offshore vessels unaccompanied by adults (but often with other cadets of a similar age).

Yachts: Please be aware that the 2 offshore yachts operate together and it is expected they will normally be in the same locations every evening and overnight. When booking onto the yachts cadets are not allocated to a particular vessel until they arrive on the joining day. This is due to the Skippers needing to find out the make-up of the weekly crew, their experience, gender and a variety of other issues. Therefore, cadets from the same unit, or siblings, may be allocated to different yachts for their offshore week. Of course, where cadets specifically wish to sail with a sibling or a particular unit friend, then all efforts will be made for this to happen.

Spending money: Your child will probably have an opportunity for shore leave during the voyage so an amount of spending money would be advisable. This should not be excessive; we feel that a maximum of £35 is more than adequate for a one week voyage. It will be the responsibility of the cadet to keep their spending money safe whilst on board.

During the voyage:

Emergency contact: If you need to urgently contact your child, please call the Offshore Office on 02392 765888. A message will be passed to the vessel for them to contact you when they arrive at the next port of call. For emergency contact out of office hours please telephone the Offshore Duty Officer on: 07979 802122.

Seasickness: Seasickness is common on board. By signing the 'course application consent form' you are giving consent for an adult crew member to provide your child with anti-seasickness tablets if required.

Activities on board: During an offshore voyage your child will be spending time at sea on board one of our training vessels. They all provide general sea experience and involve the cadets in all the tasks required to operate the vessels. Activities on board include working with ropes and fenders on the deck as the vessel leaves and enters harbour, duties on the bridge steering, navigating the ship and keeping lookout watches. Added to this will be time spent understudying the ship's engineer with pre-sea checks and system monitoring, and with the ship's cook conducting domestic duties. Throughout the week they will receive a wide range of theoretical and practical lessons on a variety of topics such as the weather, safety equipment, buoys and knots.

On board TS Royalist, those cadets who wish, are granted the challenge of going aloft to prepare sails for setting and then stowage on completion of sailing. In the smaller yachts they will helm, set sails and work the winches, whilst carrying out other general duties, including cooking. Broader experience, including visits to places of interest and leisure facilities ashore may take place when the programme permits. When conditions are favourable, they may travel in the ship's sea boat and, subject to individual ability, they may participate in swimming in the sea.

Child protection: On all vessels there may be a chance to spend some time on shore; this, and time spent travelling to/from the vessels, are the only times* they are not directly supervised by adult staff (*TS Royalist, Jack Petchey and John Jerwood). Due to the nature of the smaller Yachts, and the fact they only carry two adults on board, there will be occasional short periods when the cadets are on board the yacht in a marina/mooring, or are in close proximity to the vessel, when they are not being directly supervised. As parents/guardians would expect, all possible precautions are taken to ensure the safety of the cadet crew at all times.

RYA log books: These are available for cadets to purchase on board (approximately £5) and are for those who wish to progress their sailing/power boat qualifications. These log books are recognised by all sail training organisations.

Coming home:

Leaving the vessel: Cadets will usually depart from the vessel at 0900 at the end of the voyage (normally a Friday morning). Each cadet will have a travel home plan and a ticket as necessary. Please ensure your child understands their travel plan.

Packed lunch: If the journey home is likely to take more than three hours your child will be given a packed lunch for the journey.

