



StudyTrips
Schools & Colleges

Know before you go

Your useful guide to planning a study trip and staying safe



STUDYTRIPS

HOW TO BOOK – A SIMPLE GUIDE

STEP 1 – CALL US TO DISCUSS YOUR TOUR IDEAS AND TO RECEIVE A QUOTE

You will be assigned an experienced Account Manager who will be your primary contact and guide you through every stage of the planning and booking process. My contact details are shown in your quotation.

STEP 2 – LIKE THE PRICE? LET US MAKE A PROVISIONAL BOOKING FOR YOU!

If you are happy with our quote please contact us and we will be happy to make a provisional booking for you. Usually, we can hold the booking for 2 weeks allowing you time to promote the tour and collect deposits.

STEP 3 – PROMOTE YOUR TOUR

We can provide a teachers pack to help you to promote your tour. Included in the pack is a parents' letter, a poster of the destination and payment cards. Contact us if you need further help to promote the tour.

STEP 4 – CONFIRM YOUR BOOKING

We'll send you a Booking Form with our quotation. To confirm your tour you just need to complete and return the form together with the necessary deposit. We'll then send you a confirmation by return. If you are travelling by air (No-frills airline) then you will also need to send us your passenger names list with the Booking Form.

STEP 5 – PAY THE BALANCE

We will request your final passenger numbers and gender breakdown around 6 weeks before your departure (10 weeks if travelling by air). We'll then send you an invoice for the final balance payment. The final balance payment is due 4 weeks prior to departure (or 8 weeks if travelling by air).

STEP 6 – CHECK YOUR TRAVEL DOCUMENTS

Around 3 weeks before departure we will send your travel pack. This pack will include essential travel information. We will call a couple of days before your travel date to clarify the main points.

FAQs

When do I need to give my final passenger numbers?

We will contact you to give you a specific deadline date for this information. Usually, we require the final passenger names list 4 weeks before departure for coach tours and 10 weeks before departure for flight tours. If you are flying on a no-frills airline you will need to give your final passenger list at the time of confirmation. Please note that we reserve the right to charge an administration fee for any changes that we have to make outside of the deadline dates.

When do I need to pay the balance?

If you have booked a coach tour then we require the balance 4 weeks before departure. For flight and rails tours payment is due 8 weeks before you travel.

What is included in the travel pack?

We send out a comprehensive pack, including a detailed itinerary with contact and emergency numbers, hotel voucher, ferry list to be completed before you embark, maps & destination guide, tickets for shows, meals, attractions (if applicable) plus luggage labels.

Can I speak to another lecturer/teacher who has travelled with you?

We appreciate that it takes time to build up a good working relationship with your tour operator. Many of our clients re-book with us each year and we will be glad to put you in contact with a lecturer who has booked a similar tour to yours.

Passengers with additional needs

We are happy to give advice to disabled clients and to assist them in choosing a tour that will meet their requirements. However, overseas local legislation at the destination may not be as stringent as that under the UK's Disability Discrimination Act and hotels in these places may therefore lack access facilities for wheelchair users. We request that clients make clear any special requirement during booking but reiterate that we do everything possible to accommodate any such requests.

What about data protection?

Client personal information will only be passed on to the principal and relevant suppliers of client for your travel arrangements; or to public authorities such as customs or immigration if legally required.

Inspection Visits

It makes the whole trip much easier to manage if you've already visited the destination. We are happy to arrange a complimentary inspection visit for you & a colleague or spouse for 2 nights (we are happy to offer advice regarding transport and if required make a reservation on your behalf. *Please note that we will charge you for the fare at cost if we pre-book transport.* Please contact us for more information.

VISIT ENTRANCES AND BOOKING SERVICE

When organising your tour we aim to add value to the students' learning experience. A well planned and implemented study tour can improve a student's personal, social and emotional development. There is also strong evidence that good quality learning outside of the classroom can enrich the syllabus.

Museum and technical visits are now an integral part of any study tour. With this in mind we have invested a great deal of energy into developing an extensive menu of subject related visits throughout the UK, Europe and beyond.

- **We can tailor-make an innovative programme to suit your educational needs and budget.**
- **In many cases we can pre-pay entrances to prevent you and your students having to carry around large sums of cash.**
- **Cross-curricular itineraries. Combine subject groups and save money! Our programmes can be adapted to include suitable visits for several subject areas.**
- **A complimentary inspection visit for the Group Leader to help you risk assess and orientate yourself.**

Important notes relating to excursions

Your Account Manager will work with you from the initial enquiry to plan a programme that is suitable for your group. However, we are not educational experts and so it is your responsibility to decide whether the individual visits are relevant to your particular syllabus. Also, visits are subject to availability and so there needs to be a certain amount of flexibility when planning the programme.

- Unless specified the group will need to pay any entrance and guide fee locally.
- It is the group's responsibility to ensure that they arrive in good time for the visit.
- If you are delayed then please call the Museum or Attraction to inform them.

- If the group fails to keep an appointment then the school/college will be liable for any cancellation charges incurred
 - All visits included in your itinerary have been assessed and categorised to aid with risk management. We can provide further information for risk assessment if required.
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FINANCIAL PROTECTION FOR YOU AND YOUR STUDENTS

We will provide you and your students complete financial security because we are fully bonded with ABTA and hold an ATOL licence.

What is ATOL?

ATOL is a protection scheme for flights and air holidays, managed by the Civil Aviation Authority (CAA).

ATOL is the only scheme for flights and air holidays sold by tour operators in the UK.

How does ATOL protect you?

The scheme protects you from losing money or being stranded abroad when a tour operator goes out of business. All licensed firms have to lodge bonds with the CAA. The CAA gives refunds and arranges for people to finish their holidays and fly home. A Government-backed fund, the Air Travel Trust, steps in if any ATOL bond isn't enough to look after everyone affected.

The [CAA website](#) has more info about the scheme and a list of firms with a licence.

What is ABTA?

ABTA represents over 5,500 travel agencies and 900 tour operations, throughout the British Isles. It maintains a Code of Conduct which aims to ensure that the public receive the best possible service from Members, and to maintain and enhance the reputation, good name and standing of ABTA and its Members.

What protection does ABTA give you?

Many of the travel arrangements provided by ABTA Members are protected in case of the financial failure of the travel company. You should, however, always ask your travel company if protection applies to your travel arrangements. Where travel arrangements aren't already protected, your travel company may be able to offer suitable insurance to cover you.

To take full advantage of the protection available under any financial protection scheme or the ABTA Code of Conduct, it's important that you have the correct documentation when making your booking. Please visit [ABTA Members Code of Conduct - ABTA](#)

What happens if my flight is cancelled or delayed?

The action taken by the EU in the field of air transport aims, among other things, at ensuring a high level of protection for passengers. This Regulation establishes common rules on compensation and assistance to passengers in the event of denied boarding and of cancellation or long delay of flights.

Summary

This regulation applies to:

- passengers departing from an airport located in the territory of an EU country to which the EU Treaties apply; and
- passengers departing from an airport located in a non-EU country to an airport situated in the territory of an EU country to which the EC Treaty applies,

In the event of flight cancellation or denied boarding, the passengers concerned have the right to:

- reimbursement of the cost of the ticket within seven days or a return flight to the first point of departure or re-routing to their final destination;
- care (refreshments, meals, hotel accommodation, transport between the airport and place of accommodation, two free telephone calls, telex or fax messages, or e-mails);
- compensation totalling:
 - €250 for all flights of 1,500 kilometres or less;
 - €400 for all intra-EU flights of more than 1,500 kilometres, and for all other flights between 1,500 and 3,500 kilometres;
 - €600 for all other flights.

Please note that the airline may not pay compensation for delays or cancellations that were outside of its control, such as, but not limited to, adverse weather conditions

Delays

The regulation introduces a three-tier system:

- in the event of long delays (two hours or more, depending on the distance of the flight), passengers must in every case be offered free meals and refreshments plus two free telephone calls, telex or fax messages, or e-mails;
- if the time of departure is deferred until the next day, passengers must also be offered hotel accommodation and transport between the airport and the place of accommodation;

- When the delay is five hours or longer, passengers may opt for reimbursement of the full cost of the ticket together with, when relevant, a return flight to the first point of departure.
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WE SUPPORT YOU 24/7, 365 DAYS A YEAR

We understand that organising a trip abroad, especially with responsibility for young adults, can sometimes be a daunting prospect. It is also not without risk. However, through carefully planning, preparation and thorough risk assessments, inherent dangers can be managed to within acceptable levels. Rest assured that your students' safety is our priority.

Naturally, we cannot forecast what may happen in the future but you have our assurance that we will continually monitor the situation and will do all that is reasonably possible to make alternative contingency plans if circumstances change.

In the very rare event that there was an incident whilst your group is on tour, you can be assured that we have a robust safety management system in place, which is supported by ABTA, ATOL and Endsleigh, our insurer. Additionally, our local representative is on hand to offer on-the spot assistance.

We also have a number of linguists in the team who can liaise effectively with the relevant official organisations to repatriate the group

Our tours are operated in line with Foreign and Commonwealth Office (FCO) guidance. We monitor FCO site daily and have the resources to react quickly should that advice change. For FCO travel advice please click [here](#)

As part of our quality control procedures we obtain the Group leader's mobile number and an emergency number in the UK. This allows us to contact the leader at any stage of the trip. Additionally, if the group is travelling by coach we can track the coach via the coach tracking system and we receive travel alerts from the FCO, ABTA and our airline and ferry partners.

Included in the comprehensive travel pack we include the Group Leader with the following emergency contacts: 24hrs contact number, local representative's contact details, coach emergency and drivers' numbers and airline contact details.

Emergencies

Emergency situations are extremely rare, however, we recognise that from the moment the public becomes aware of the issue, relatives and friends will want further information.

The Major Incident Coordinator will have taken steps to ensure that our staff members are fully briefed and that sufficient personnel and telephone lines are available to handle the increased volume of calls. We will also send a member of the Major Incident Team to the Institution to act as a liaison officer.

In the event of a death(s), the next of kin will be informed through official police sources. Our Incident team will be briefed, as far as possible, to deal with questions from relatives about:

- The cause of the incident
- Repatriation arrangements & Insurance details
- Compensation & Liability issues

When arrangements have been made to repatriate injured clients or those who have been involved in a major incident, the Major Incident Coordinator will take steps to ensure that the medical authorities at the port or airport of entry to the UK have been notified and that they liaise closely with the carrier.

GROUP TRAVEL INSURANCE

We are an appointed representative of Endsleigh Insurance. We will issue you a link by e-mail to complete the application form. This will ensure that you are adequately covered whilst abroad. If you add any extra passengers or replace passengers please notify us immediately otherwise it may affect any claims made.

Please ensure that you read what is included and what is not included in the cover to ensure that it is suitable for your trip. For example if you plan to take the students ice skating you may have to pay a winter sports premium). We strongly recommend that each member of the group has adequate insurance cover before your departure.

Making a claim

There is 24-hour medical assistance from Emergency Assistance Service. Tel: +44 (0) 845 271 4472 or +44 (0) 203 060 9671 (if phoning from abroad) and state that you are insured with Endsleigh Insurance, quoting the policy number.

Standard claims: Endsleigh Insurance Services Ltd, PO Box 432, Cheltenham Spa, Gloucestershire, GL50 3YD. Tel: +44 (0) 844 472 2452

EHIC cards

The European Health Insurance Card (EHIC) is the replacement for the E111. Persons who are normally resident in the United Kingdom (UK) are entitled to a UK issued EHIC. The EHIC can be used to cover any necessary medical treatment due to either an accident or illness within the European Economic Area (EEA). The EHIC does not cover persons who are visiting a country with the main intention of receiving medical treatment. The EHIC may not cover persons for all medical costs incurred so you are strongly advised to also arrange travel insurance to ensure that you are covered for all possible eventualities.

The EHIC is valid within the EEA, which consists of the European Union (EU) plus Iceland, Liechtenstein and Norway. Switzerland also operates the same arrangement.

For more information please click [here](#)

PASSPORTS AND VISAS

All passengers are themselves responsible for ensuring that they have a valid passport, appropriate visas & confirm to the health regulations regarding vaccinations. Please note that some countries require passports to be valid for up to 6 months after the date of return to the U.K.

For travel to the United States all nationals and citizens of the Visa Waiver Program (VWP) countries (inc the UK) are required by law to obtain travel authorization prior to travelling to the USA. Passengers can register on-line up to 72 hours before departure but we strongly urge you and your students to register early. **Travellers who do not receive authorization may be denied entry!** For more details and to register please visit United States [Embassy](#)

If you are travelling to the USA you must have a **biometric passport**. Biometric passports were issued after 2007. We recommend that you check prior to travel, otherwise, you will be ineligible to travel to the USA without a visa.

VISA requirements

Please ensure that any of your passenger that requiring a visa applies in good time. We recommend that you do not confirm a passenger on the trip until you are satisfied that he/she has the relevant documents to travel.

We are pleased to offer help and guidance and we are happy to provide a letter to support a student's visa application. Please contact us for details.

TRANSPORT

Coach travel

Not all drivers will know the destinations or hotels that you are travelling to. You may be required as a Group Leader to assist in map reading. Please also be prepared for delays caused by traffic problems which are outside our control and may affect timings. A good relationship with your driver will pay dividends, always consult them before making any changes to the tour, as their driving hours are strictly adhered to for the safety of the group.

Please note that most Coach Companies have strict rules regarding drivers socialising with the passengers. Generally speaking drivers should not accept alcoholic drinks from clients or indeed drink alcohol during the tour.

Most coaches are now fitted with hands free mobiles. Your driver should never use a mobile phone unless it is hands free while he/she is driving.

Seatbelts

It is now the law for all coaches in the UK to provide full seatbelts and so if you are on a coach tour with a UK coach then each passenger will have a seatbelt. However, the seatbelt law is not enforced in other European countries. For example, in Spain only the front two seats behind the driver and the middle seat in the back row must be fitted with seatbealts. We will always endeavour to find a coach that is fully seatbelted in Europe but we can not guarantee this type of coach. Your LEA should already be aware of this. **Please note that where seat belts are fitted, they must be worn.**

Tips for the journey

We recommend that for overnight coach journeys a pillow or cushion should be taken which will add to your comfort and can be left on the coach until required again. Most drivers will sell soft drinks, tea and coffee, but we recommend that bottled water should also be taken for overnight journeys.

If you are driving through France, a member of staff must occupy the seat adjacent to any emergency exits and there should be a supervisor 'on duty' throughout the night.

Pick-up points and times

The Coach Company and the driver will have exactly the same itinerary that you have been given. Please pay careful attention to the pick-up points and times. If you can locate the coach then please contact the driver directly on his mobile or call the coach company on the office or emergency numbers given on the itinerary. If you cannot contact of the Coach Company then please call our **out of hours number 01432 818510**

Ferry travel

Ferry cancellations and delays

Many of you will use the P&O ferry's Dover-Calais route. Occasionally, the sailing may be delayed because of adverse weather conditions in the channel. If your ferry is cancelled or delayed the P&O staff at the port will inform the driver. Usually, the delay is no longer than a couple of hours and P&O will put you on the next available crossing. In extreme circumstances P&O may transfer the booking to Eurotunnel (the shuttle train from Folkestone) at no extra cost because both companies have an agreement. We may be able to transfer the group to the Eurotunnel at your request but please note that your school will be liable for any extra charges incurred.

UK and European coach transfers

The name and telephone number for the coach company will be indicated in the itinerary along with instructions about where the coach will be located. If you cannot find the coach please follow these procedures:

1. Keep the group together in the arrivals hall and one or two leaders do a detailed search of the coach park. Please look out for your sign in the windscreen and the name of the coach company on the coach's livery
2. If you still can't find the coach then call the Coach Company directly on the telephone numbers given in the itinerary. If you do not speak the language then ask someone at the information desk or Tourist Information in the airport to call on your behalf
3. If in the event that you cannot contact the Coach Company then please call our 24hrs number 01432 818510

Flight travel

PASSENGER LISTS

Please ensure that the name on the passport corresponds exactly with the name on the passenger list. The airline will charge an administration fee for any errors.

We recommend that you ask each passenger (students and staff) to bring their passports to the main office when signing up for a tour. This will ensure that the passport information is correct on the passenger list and prevent errors.

ADVANCED PASSENGER INFORMATION

It is a legal requirement to provide advance information on passengers travelling to European countries. Airlines need to provide the European authorities with key pieces of data on every passenger. This information is compulsory and is required for the purposes of ensuring aviation safety and security. *We are happy to submit this information on your behalf but please not that your institution will be liable if the information we receive contains errors.*

What information will be sent?

Passport/National ID information, including:

- Passport/National ID information, including:
- Full Name (as they appear on the passport)
- Date of birth
- Nationality
- Passport or Travel document number
- Type of Document (passport / ID Card)
- Expiry date of passport / I.D card
- Date of Issue & Country of Issue

What if I refuse you permission to release my data to the authorities?

If you do not provide us with the required passenger information in you will not be accepted for travel at Check-In.

What will this information be used for?

The data may be given to Border Control authorities, who have a legal right to receive the data. They may share it with other enforcement bodies for the purposes of preventing and combating terrorism and other serious crime.

- **INFORMATION WILL BE REQUIRED AT LEAST 2 WEEKS PRIOR TO DEPARTURE.**
- **INCOMPLETE OR FAILURE TO RETURN THE FORM COULD RESULT IN REFUSAL AT CHECK-IN.**

RYANAIR ON-LINE CHECK IN

Ryanair requires passengers to check in on-line. To check in your group we need your Advanced Passenger Information details. On completion we will either e-mail or post your boarding passes. On arrival at the airport present the boarding passes and passports at the relevant Ryanair check-in desk as normal.

GENERAL FLIGHT INFORMATION

SPECIAL DIETS

Please advise if any of the group members have medical or religious dietary requirements. We will notify the hotel and/or airline (if applicable) and do our utmost to facilitate your request, however, we have no control over ingredients used in meals both on the flight and also in the accommodation. Those with allergies must be responsible for their own health and ensure that any medicines are carried and the teacher informed.

PASSENGERS WITH ADDITIONAL NEEDS

Please inform us as soon as possible if you have a passenger with additional needs so that we can source and book suitable travel and accommodation options. We are pleased to provide guidance and will do our utmost to ensure that every person has the opportunity to travel. Please note that some airlines (e.g. Ryanair) will only allow a limited number of disabled passengers on any one flight.

FLIGHT CANCELLATIONS & DELAYS

Occasionally, a flight may be cancelled or delayed because of adverse weather conditions or strike action. If this happens then in the first instance please follow the airline's advice. Under E.U. law the carrier (airline) has a legal obligation to care for its passengers. This includes the provision of food and beverages (usually after a 3 hour a delay). If the flight is delayed overnight then the airline must provide accommodation and transfers.

Of course, if the airline refused or cannot help we will arrange your accommodation but your institution will be liable for the charges incurred. We will require written agreement before making the booking. We will be pleased

to offer support when dealing with an airline issue on the group's return. We recommend that you contact your insurer at your earliest opportunity to check what you are covered for. Usually, insurers do not cover for strike action or adverse weather conditions but it is at the insurers' discretion.

ACCOMMODATION

HEALTH AND SAFETY

We audit all of our accommodations to ensure that they meet the necessary stringent safety criteria expected by our independent health and safety experts.

DAMAGE AND GOOD BEHAVIOUR DEPOSITS

The majority of hotels in Europe now insist on a damage and good behaviour deposit on arrival. The deposit amount is usually around 20 euros (or £20.00) per student. The deposits will be returned on departure once the rooms have been checked. Sometimes the hotel will be happy to take a copy of a credit card to cover the amount.

ROOMING

We endeavour to accommodate the whole group on the same floor. However, because of the layout of the hotel this may not always be possible. We always request that at least one teacher is situated on the same level as the group but again we cannot guarantee this.

The room allocation will be indicated on your hotel voucher. Students will usually be accommodated in multi-bedded rooms. Multi-bedded rooms will have 3 or more beds. Most hotels allot 3-5 students to a room and hostels usually allot 6-12 students to a room. Rooms may have bunk beds.

MEALS

Half-board accommodation will consist of an evening meal and a continental breakfast (Please refer to your tour quotation & hotel voucher for your applicable board basis). Meals en route are not included. Meals usually begin with evening meal on day of arrival & end with breakfast on day of departure. Drinks are not usually included with meals on the continent.

DIETARY REQUIREMENTS

With an increasing number of medical, ethical and religious dietary requests every effort will be made to cater for those with special requirements, however we cannot always guarantee that the restaurant is able to cater for particular diets. If special ingredients are required you may have to take items with you. We have no control over ingredients used and those with allergies must be responsible for their own health and ensure that any medicines are carried or with the teacher in charge.

GENERAL TRAVEL ADVICE

Here is a selection of useful links to help you and your students to stay safe and healthy on your study Trip. You will find more information on our website <http://www.oxfordinternational.com/educational-tours/>

[FCO travel advice](#) – For up to the minute travel information

[Foreign travel checklist](#) – A pre-tour and on-tour checklist

[Guidance notes for teachers](#) – Useful resources, offering real-life scenarios aimed at 16-19 year olds

STUDENT CONDUCT

In making a booking the group leader accepts responsibility for the good conduct of all participants during the tour and warrants that at least one responsible adult will be on active duty at all times to ensure the good behaviour of all participants. It is the group leader's responsibility specifically to ensure that participants act in a responsible manner during the tour and do not behave in a way likely to cause damage to property or damage or offence to other people. No-one under eighteen years of age consumes alcoholic drinks unless with prior permission from a parent or guardian, no participant consumes alcohol to excess, all local laws relating to the consumption of alcohol are at all times obeyed by the participants. If the behaviour of any group member causes distress, damage, danger or annoyance to other persons or property, our suppliers of accommodation and transport services, reserve the right at all times to cancel arrangements immediately or to eject the person(s) responsible. In such circumstances, our responsibility will cease and we will not be obliged to cover expenses, which may be incurred on the part of the party. Similarly we will not consider or accept any claims for compensation.

SAFETY TIPS FOR STUDENTS

1. Continental drivers drive on the RIGHT so please ensure that you look both ways. Oncoming traffic will come from the LEFT.
2. Listen carefully to instructions and ask for clarification if necessary
3. Please take extra care during "free" periods. Always go out as part of a group.
4. Only take the necessary amount of money needed for that day and ensure that your valuables are kept in the hotel safe.
5. Put all valuables, including passports in the hotel safe.

6. Do not use a taxi or public transport unless you have the teacher's permission
7. Keep appointments and meet at the designated place at the correct time.
8. At refreshment stops stay close to the teacher and do NOT wander off alone.
9. On the ferry or plane please listen carefully to the safety instructions
10. Report any illness or injuries to the teacher immediately
11. No swimming without permission

12. Respect the hotel rules. The Hotel Manager has the right to eject you if you cause a disturbance. If this happens your parents will be financially responsible for your travel home.
13. Do not use bad language. You are representing the school, WE and your country!
14. Always take the teachers telephone number and the hotel address and number with you.
15. Get to know the fire drills

SUSTAINABILITY

We recognises that sound business management must take into account the effects of its business on the environment and we are committed to conducting our business in an environmentally responsible manner. We accept that we have a responsibility for the environment and sustainability, which should be influenced, incorporated and promoted within our operations and the services we provide. We are fully committed to this policy and supports this commitment by:

- Complying with, and exceed where practicable, all applicable legislation, regulations and code of practice.
- Integrating sustainability considerations into all our business decisions.
- Minimising the impact on sustainability of all office and transportation activities.
- Minimising greenhouse gas emissions from WE operations, specifically targeting reductions in our carbon emissions associated with energy consumption.

- Reducing the consumption of primary raw materials (including fossil fuels, water and energy).
- Encouraging sustainable travel practices by staff, students and visitors.
- Encouraging sustainable approaches to the built environment in our construction and refurbishment projects.
- Incorporating, in our environmental practices, the best available technology that is economically available.
- Minimising waste production through increasing re-use, recycling and recovery.
- Minimising the risk of pollution and environmental through careful waste disposal where reuse or recycling is not possible.
- Considering sustainability in the procurement of goods and services.
- Promoting environmentally responsible behaviours throughout the Company.
- Supporting staff and students engaged in activities that help create a more sustainable future.
- Working with the local community and offering advice regarding socio-cultural practises of the regions we promote.
- Reviewing and to continually improving our sustainability performance.

SLAVERY AND HUMAN TRAFFICKING

This statement, pursuant to Section 54 of the Modern Slavery Act 2015, sets out Oxford International Education Group's actions to understand all potential modern slavery risks related to its business and to put in place steps that are aimed at ensuring that there is no slavery or human trafficking in its own business and its supply chains or in any part of its business.

As part of the international education sector, the organisation recognises that it has a responsibility to take a robust approach to slavery and human trafficking. The organisation is absolutely committed to preventing slavery and human trafficking in its corporate activities, and to ensuring that its supply chains are free from slavery and human trafficking. *Copies of our policy are available on request.*

CORPORATE RESPONSIBILITY

We are also fully committed to corporate responsibility and support a number of projects globally. One of our recent projects is to help the Kichwa community of Sani Isla in the Ecuadorean Amazon. The community lives in some of the most biologically diverse rainforest in the world. Access to education is made difficult by inadequate options for river crossing, and the local school itself is understaffed and under resourced. Our sponsorship has helped provide solar panels to generate the electricity required to run the school.

Updated: 01/02/2018