36 Castle Street ● Llangollen ● Denbighshire ● LL20 8RT
01978 861912

GROUP LEADER'S DECLARATION FORM

Please complete all sections clearly in BLOCK CAPITALS.

BEFORE YOUR VISIT:

It is the responsibility of the group leader/s to ensure that all necessary information is distributed to participants, such as what to bring, parental consent forms, etc. It is also the responsibility of the leader/s to collect and return to ProAdventure all participants' completed parental consent forms. Please ensure that all forms are completed fully and correctly before returning them, to avoid any delays. *Any participant who does not have a correctly completed form will not be able to take part in activities.*

You should also appoint one leader as Child Protection Officer for the duration of the visit.

DURING YOUR VISIT:

Group leader/s MUST be present for the duration of each activity session, and group control and behaviour is their responsibility.

In addition to this, group leader/s are in charge of the group at all other times, such as during lunch breaks, travelling to or from activities, whilst participants are getting changed for activities, whilst in accommodation facilities, or whilst in local towns and villages.

In loco parentis responsibility for the children rests at all times with the leader in charge of the group. He or she, together with any other assisting adults, are responsible for the overall safety and discipline of the group throughout their visit.

ProAdventure's instructors are present for the purposes of ensuring the provision of safe and enjoyable activity sessions for all participants, and are in charge of all technical and safety aspects throughout each session. We ask that all supervising adults co-operate with any request made by ProAdventure's instructors or staff to control the group in their charge. All group leaders are expected to behave as responsible adults, as befits their position, at all times.

ProAdventure Ltd. reserves the right to:

• ask any participant to leave the activity or course if that person acts in any way that may endanger themselves or any other person. No refund will be due in this instance.

• cancel an activity session in its entirety if the instructor feels that group leaders are not in sufficient control of the group. No refund will be due in this instance.

GROUP LEADER'S DECLARATION - To be completed by all group leaders

I understand and accept the responsibilities of the group leader/s as set out above, for our visit to ProAdventure on .....(date).

Group Leader's Name	Signature	Telephone number

ProAdventure Ltd. 2009