



NEW SOUTH WALES BOYS GROUP

MEMORANDUM

From: Gp. Comm. T Aylward
Issued: 15th January, 2010.
To: NSW Boys' Group Staff, Wing and Squadron O.C.'s as addressed.

RE: PREMIERS' 2010 SENIORS WEEK CONCERT

SYDNEY ENTERTAINMENT CENTRE – TUESDAY 23rd March, 2010.

Introduction:

Cadets aged 12 and over, NCOs and Officers are required to perform various duties, including distribution of programs, assisting members of the audience in making their way from buses/coaches to their seats in the auditorium and in returning to their transport at the conclusion of the Concert.

Registration of Volunteers:

1. **Volunteer Permission Slip:**
Wing and Squadron O.C.'s must ensure that all cadets under 18 years of age have their parents complete a volunteer permission slip and return same to their OC by Friday 12th March, 2010
2. **Volunteer Register:**
Wing and squadron O.C.'s must complete the enclosed "Volunteer Register" showing details of all members who will be attending the concert.
Completed Volunteer registers, together with the completed permission slips must be forwarded to the Group Physical Activities Commissioner either by email to pa.nswbg@airleague.com.au or post to 16 Monash Rd, Blacktown, 2148 by Friday 19th March, 2010.

Arrival & Assembly:

AAL members are required to meet at the front entrance of the Entertainment Centre at 0830 hours. Members will then be escorted to a room set aside for the storage of bags etc. **All personnel must confirm their attendance** by reporting to the senior AAL officer present, and assemble for a briefing and allocation of duties. N.B. The requirement to report to the senior AAL officer also applies to any late arrivals.

Meal Vouchers:

McDonald's vouchers will be provided for volunteers and SE Centre lunch will be provided for supervisors.

Transport:

O.C.'s should coordinate travel arrangements and ensure that members travelling by public transport are accompanied by a responsible person. The cost of rail or bus fares will be reimbursed, subject to proof of the amount paid being sighted by the officer in charge or his delegate at a time and location which will be confirmed at the briefing.

Conclusion:

It is expected that all units in or near the Sydney Metropolitan area will endeavour to have members participate in this Community Service Activity. Remember, participation can count towards **5 hours** of Community Service Award points.

Signed: *T Aylward*

(T Aylward Group Physical Activities Commissioner).



Australian
Air League

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PREMIER'S 2010 SENIORS WEEK CONCERT

VOLUNTEER PERMISSION SLIP

Please return your completed permission slip to your OC by Friday 12th March, 2010.

Dear Parent/Guardian,

The Premier's Seniors Week Concert for groups will be held at the Sydney Entertainment Centre on Tuesday 23rd March, 2010. Once again the Australian Air League has been asked to provide volunteers to assist frail and disabled members of the audience from their transport to their seats in the auditorium and back to their transport at the conclusion of the concert.

Each squadron is responsible for arranging transport for their members, who are required to be at the Sydney Entertainment Centre by 0830 hours. AAL members will be reimbursed for rail and bus fares incurred in travelling to the Centre.

If you have any queries, please do not hesitate to contact your son's Squadron OC or Gp. Comm. Trent Aylward whose phone number is 0413 601 973.

.....
This permission slip must be completed for all cadets under the age of 18 years and returned to your squadron by Friday 12th March, 2010.

I

give permission for my son/ward
to participate as a volunteer assisting audience member attending the Premier's Seniors
Week Concert at the Sydney Entertainment Centre on Tuesday 23rd March, 2010.

Parent/guardians signature:

Date:



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