



1934 to 2015

NEW SOUTH WALES BOYS' GROUP

**ANNUAL OFFICER, NCO, AND BAND
TRAINING CAMP**

Inspire

24th to 26th July 2015

AT

Naamaroo Conference Centre,
Lady Game Drive, Lane Cove



NEW SOUTH WALES BOYS' GROUP

2015 Annual Officer, NCO and Band Training Camp

1.0 AIM

- 1.1 The New South Wales Boys' Group is conducting its Annual Officer, NCO and Band Training Camp at 'Naamaroo Conference Centre, Lady Game Drive, Lane Cove.
- 1.2 This Camp will be conducted over the weekend from Friday evening 24th to 26th July 2015 and concluding at 1500 hours sharp Sunday afternoon.
- 1.3 All members are required to enter Camp in full AAL uniform on Friday evening no later than 2000hrs, as the Official Opening Ceremony commences at 2100hrs.

2.0 INTENTION

- 2.1 It is the intention of the Camp Staff and Instructors to improve the standard of drill, band, leadership, administration, methods of instruction and other subjects designed to raise efficiency of Squadrons and Wings throughout NSW Boys' Group.
- 2.2 This training camp is open to all Officers, potential Officers, NCO's, potential NCO's, and band members of the New South Wales Boys' Group. Networking is an important part of any organisation – this is your opportunity to network with other members, receive updates on Air League information and build new friendships.

A reminder to all Trainee, Warrant Officers and NCO's as part of your Air League Development, you are required to attend.

- 2.3. Training in NCO rank knowledge has been scheduled over the weekend and Officers will be instructed in areas to assist in maintaining and improving squadron operations.
- 2.4 Band clinic, Drum Major Training, Bugle Training and Massed Band practice will be covered over the weekend.

3.0 GENERAL

- 3.1 Members attending the Camp will have bunkhouse style accommodation with meals being catered for throughout the weekend, commencing from Saturday with breakfast, concluding with lunch on Sunday. It is the responsibility of all members to ensure that they have dinner on the Friday before entering camp.
- 3.2 Transport to and from the Camp remains the responsibility of individual members and squadrons.

3.3 All Group, Wing, Squadron Officers and NCO's are reminded that they all should attend the Group's Annual Training Camp once every two years. For those who have not attended within this time frame they are required to attend this year's training camp. This camp gives members the opportunity to learn and be up to date with all changes that have occurred.

3.5 The cost of the Camp is as follows:

Cadet Accommodation: - \$145.00 **Officers Accommodation: - \$ 170.00**
Leaders Rooms with Linen - Officers only \$190.00
Day Visitors with one Meal \$50.00 **Day Visitors with Two Meals \$90.00**

3.6 In a medical emergency, members will be conveyed to the nearest Public Hospital.

3.7 The Camp "emergency only" phone number is mobile number 0404 355 114.

3.8 **Camp Staff**

Camp OC:	Group Commissioner. Jeffrey Remington DSA MSA
Camp 2IC:	Group Lieutenant Brendan Fox
Camp Adjutant:	Group Commissioner Trent Aylward
Assist Camp Adjutant:	Wing Captain Brendan Gregory
Accommodation Officer:	Group Commissioner Peter Gledhill

3.9 On arrival, all members are to report to the Camp Accommodation Officer for registration, accommodation and flight allocations. Full uniform inspections of all Officers and NCO's will take place after registration.

3.10 Members should take the following items into Camp: -

Full AAL Uniform	Towel	AAL Officers Mess Dress
Raingear	AAL Camp Dress	Torch
Sleeping Bag or Sheets	Notebook and Pens	Pillow / Pillowcase
Jumper / Jacket	Change of Clothing	Shoe Cleaning Kit
Sleepwear	Toiletries	Shoes / Joggers

NOTE: All personal items should be marked clearly for identification purposes.

3.11 The camp application form 17a and camp selections are attached to this circular and must be appropriately completed, detached and returned to your Squadron Officer Commanding.

No later than Sunday 5th July 2015.

3.12.1 All Officers, Trainee and Warrant Officers are advised that at 0900hrs on Sunday 26th July, 2015 a General Officers Meeting be conducted at the camp.

Training Camp march out parade is scheduled for 1500 hours on Sunday 26th July 2015 with dismissal being at 1530 hours. Parents are welcome to attend.

Group Commissioner
Jeffrey W. Remington DSA MSA
Group Training Commissioner
Camp Officer Commanding



NEW SOUTH WALES BOYS' GROUP TRAINING DEPARTMENT



Please address all correspondence to:

Group Training Commissioner
P.O. Box 194, Beverly Hills
New South Wales 2209

www.airleague.com.au
training.nswbg@airleague.com.au
Phone (02) 9457 9228
Mobile Number 0404 355 114

PATRON:
His Excellency General
The Honourable David Hurley AC DSC (Ret'd)
Governor of New South Wales
Registered under the

N. S. W Charitable Fundraising Act
No. CFN 13408
ABN 56 805 308 832

To All: Group Commissioners
 Group Staff Officers
 Officers Commanding Wings
 Officers Commanding Squadrons

Enclosed are application forms for the NSW Boys' Group Annual Officer, NCO and Band Training Camp for 2015, to be conducted over the weekend 24th to 26th July 2015 at Naamaroo Conference Centre, Lady Game Drive, Lane Cove.

It is the responsibility of All Officer's Commanding Wings and Squadrons to ensure that their Officers and NCO's are given the opportunity to attend this training camp. Each Squadron within New South Wales Boys' Group should be represented, enabling them to be conversant with changes.

Within a two year period all officers from your Squadron are required to attend the Group Training Camp, have YOU attended within the 2 year period? A reminder to all Trainee and Warrant Officers as part of your Officer Development Training Programme, you are required to attend.

It is the intention of Camp Staff and Instructors to improve the standard of drill, leadership, administration, methods of instruction and supplementary subjects including band, designed to raise efficiency throughout NSW Boys Group.

A camp summary sheet is also enclosed which is to be completed by the Officer's Commanding Wings and Squadrons for personnel attending. When completed, all camp application forms along with the camp selection sheets must be stapled behind the summary sheet.

Please send these camp summary sheets and forms with payment no later than 5th July 2015 to:

Group Training Commissioner.

Jeffrey Remington – 5 Nyara Road Mount Kuring-Gai NSW 2080

Your assistance and co-operation in providing correctly completed applications and summary sheets will ensure the overall efficiency of this camp. Please do not hesitate to contact me if you have any questions or need clarification of matters pertaining to this weekend.

Yours Sincerely,

Group Commissioner Jeffrey Remington DSA MSA
Group Training Commissioner
Officer Commanding Camp
9 June 2015

NSW Boys' Group Annual Officer, NCO Training Camp

We have always strived for diversity in the camp structure. Therefore, we need you to indicate the following by ticking in the space provided that you have obtained the following field badges. This will ensure that you will receive the training required and tailored to your needs over the weekend.

Name: _____
Membership No: _____

Bandsman ship

Will you be doing band training during the training camp? YES

NO

Will you be doing drumming training YES

NO

What is your current drumming badge _____

Will you be doing bugle training YES

NO

What is your current Bugle badge _____



First Aid Four Badge

Will you be doing your first aid four badge whilst you are in camp

YES NO

This must be returned to the Group Training Commissioner along with your camp application form.

NSW Boys' Group Annual Officer, NCO Training Camp

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Name: _____
Membership No: _____

Bandsman ship

Will you be doing band training during the training camp? YES

NO

Will you be doing drumming training YES

NO

What is your current drumming badge _____

Will you be doing bugle training YES

NO

What is your current Bugle badge _____



First Aid Four Badge

Will you be doing your first aid four badge whilst you are in camp

YES NO

This must be returned to the Group Training Commissioner along with your camp application form.



APPLICATION TO ATTEND ACTIVITY

Form 17a i
(incorp Form 20a)
12/2006

(***)Please return this form to Squadron OC by/...../20.....(***)

DAY OUTING OVERNIGHT ACTIVITY SQUADRON:

NAME OF ACTIVITY: DATE:

APPLICANT DETAILS: MEMBER NON-MEMBER

Surname: Given Names:

Residential Address: Postcode:

Phone No.: Home: Mobile: Email:

Medicare No.: Private Health Insurance provider (if any):

Blood Group (if known): Date of Last Tetanus Injection (if known):

MEMBERS ONLY

Membership No.: Age: Rank: Date of Joining:

NON-MEMBERS ONLY

Age (if under 18):

REQUIRED FEE

Enclosed \$ (if required)

EMERGENCY CONTACT DETAILS

Surname: Given Name:

Residential Address: Postcode:

Relationship to Applicant: Email:

Phone No.: Home: Work: Mobile:

DETAILS OF ANY KNOWN MEDICAL/PHYSICAL CONDITION
(Disabilities, Allergies, etc and any medication required)

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Applicant is self-medicated Applicant requires supervision of medication

PRIVACY NOTICE and INDEMNITY
(See details on reverse of this Form)

I,

acknowledge that I have read and understand the Privacy Notice detailed overleaf and I hereby affirm my understanding of the League's Privacy Policy and my agreement to the collection of personal and sensitive data for the purposes described in that Policy in furtherance of the League's objectives.

I further acknowledge having read the Indemnity Statement overleaf and that all particulars included on this Form 17a are correct at the time of signing.

.....

Signature of APPLICANT **OR**
Signature of Parent or Legal Guardian where the Applicant is deemed to be a minor under respective state laws.

SPECIAL DIETARY REQUIREMENTS/VEGAN/VEGETARIAN etc (State what foods CANNOT be eaten)

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WITNESS TO ABOVE SIGNATURES

Printed Name: Signed: Date:

CONFIDENTIAL WHEN COMPLETED

FORM 17a – APPLICATION TO ATTEND ACTIVITY

INSTRUCTIONS FOR THE USE OF THIS FORM

PHOTOCOPIES OF THIS FORM ARE ACCEPTABLE PROVIDING
THE FORM HAS BEEN COMPLETED IN BLACK INK AND THE COPY IS LEGIBLE.

PART A. GENERAL REQUIREMENTS

1.0 Use of Form 17a

1.1 **Form 17a must be used to apply to participate in any activity conducted by any Unit of the League.**

Form 17a should be destroyed in accord with the League's Privacy Policy.

1.2 **Form 17a must be fully completed by –**

1.2.1 members who are financial and who have already submitted a Form 20 and who are in possession of a membership number,

1.2.2 a Parent or Guardian on behalf of a member who is deemed to be a minor under respective State Laws,

1.2.3 non-member volunteers who wish to participate in any activity conducted by any Unit of the League in a supervisory role or where a non-member is utilising League provided services, eg, parent or friend attending a League camp; parent or friend sharing transport services provided by the League etc.

2.1.3 Members, Parents/Legal Guardians and adult non-member volunteers are responsible for advising any changes to details on Form 17a as per the Indemnity clause contained therein. When this occurs, Squadron OC will issue the Member/Parent/Legal Guardian or adult non-member volunteer with a replacement Form 17a for completion and is responsible for the prompt return of the updated form.

2.0 Distribution of Form 17a

2.1 **For the purpose of Parade Nights and other programmed activities such as band/drill practices, instructional activities etc THAT DO NOT exceed a duration of greater than four (4) hours. (Activities exceeding four (4) hours duration MUST have a separate Form 17a to cover the event/activity.**

2.2 **For the purpose of any activity other than Parade Nights etc as detailed in para 2.1 above.**

2.1.1 On the first Parade Night of each year, or upon a new member joining, Squadron OC will issue Form 17a to each member and adult non-member volunteer, the name of the activity being "Parade Nights and associated activities" (refer para 2.1 above) and the date being the relevant year, ie 2006. Completed forms must be returned to Squadron OC on the next and following Parade Night.

2.2.1 Unit OC or Officer in Charge of an activity will issue a Form 17a to each member and non-member volunteer together with any relevant document giving details of the activity.

2.1.2 Squadron OC will retain and have available at each Parade Night and associated activity (refer para 2.1 above), a Form 17a for each Member and adult non-member volunteer for a period of twelve (12) months. At the end of this period the

2.2.2 Completed forms must be returned to Unit OC or Officer in Charge of the activity by the date required, together with any applicable fees.

2.2.3 Unit OC or Officer in Charge of the activity must retain the Form 17a until the completion of the activity, and given that no accident/incident occurred involving the member or non-member volunteer, the form should be destroyed in accord with the League's Privacy Policy.

2.2.4 If the member or non-member volunteer was involved in an accident/incident then the Form 17a must be attached to the accident/ incident report forwarded to Group Headquarters.

2.2.5 Members, Parents/Legal Guardians and non-member volunteers are responsible for advising any changes to details on Form 17a for the activity as per the Indemnity clause contained therein.

Part B. PRIVACY NOTICE

Upon joining the Australian Air League Inc. ("the League") you agreed to us collecting personal and sensitive data for the purposes disclosed in our Privacy Policy in furtherance of the League's objectives. In the case of a youth member, you acknowledge a similar understanding and agreement in your capacity as the Parent or Guardian of that member. The League will not use your personal and sensitive information for any reason other than that for which you would reasonably expect it to be used.

You have certain legislated rights of access to the personal and sensitive information being held in respect of you and your child/ward and you may exercise those rights of access by contacting the Group Executive Commissioner.

You can also contact us on privacyofficer@airleague.com.au.

The League's Privacy policy can be viewed on our web site at www.airleague.com.au.

Part C. INDEMNITY

In consideration of the Australian Air League Inc. (hereinafter named the League) either allowing the member to carry out the above named activity, or accepting services to be provided from me or my son/daughter/ward to the League on a voluntary basis, or such other basis as may be agreed in writing, I agree and indemnify the said League, its officers, member pilots, servants or agents insofar and to the extent of which the League, its officers, member pilots, servants or agents are not entitled to be indemnified under any policy of insurance whatsoever against any damages claims or demands arising out of any incident accident or illness which may befall or occur to me or my son/daughter/ward during my/his/her voluntary service with the League or such other participation in the above named activity conducted by the League or when travelling to or from the above named activity connected with the League. I further authorise any officer or member in charge at the time, where it is impractical to contact me, in

the event of any incident, accident or illness to obtain any necessary medical assistance or treatment and for this purpose engage any doctors, nursing assistance or hospital accommodation and, if emergency operations are required I authorise the administration of anaesthetic and operation by a surgeon at his/her direction and in this event I agree to pay all expenses, costs and fees of whatsoever nature other than fees and expenses recoverable under any insurance policy which the League may have in place from time to time and I agree to pay all such costs expenses and fees to the League upon demand. I further agree to inform and update the League in relation to any change in medical condition affecting me, my son/daughter/ward prior to the date of the above named activity. I further agree that I, my son/daughter/ward will be bound by the Rules and Regulations of the League and I further agree that I, my son/daughter/ward will accept and adhere to all directions of the Officer in Charge whilst participating in League activities.