

無障礙探索之旅 新加坡

# Barrier-free Discovery Tour Singapore

13 - 18 May 2024



## Undertaking

The Barrier-free Discovery Tour (Singapore) (hereafter the “Tour”) is organized by the Unit for Students with Special Educational Needs of Hong Kong Baptist University (hereafter the “Organizer”). The Tour will be held from 13 to 18 May 2024. To officially become one of the participants of the Tour, you must understand and observe the rules and regulations below:

### A. Confirmation of Admission and Submission of Information

1. **Successful applicants** need to submit the following items:
  - a) Bank-in Slip/Receipt of HK\$2,500 deposit. The deposit will be refunded to students upon full participation in the Tour and fulfilling the obligations.
  - b) Completed Undertaking form.
  - c) Completed Health Declaration Form for Overseas Tour.  
(with the provision of proof of health condition being fit to travel overseas upon request).
  - d) Photocopy of travel document (with validity until 30 November 2024).
  - e) Photocopy of Hong Kong Identity Card.
  - f) Photocopy of bank information, e.g. ATM card or bank book with participant’s name stated (For reimbursement of the deposit).

### B. Requirements on Attendance

1. Participants must attain 100% attendance in the activities listed on the Activity Schedule (to be sent to successful applicants).
2. Be punctual in all the activities. A three-day notice by email with supporting documents is required if the participant cannot attend a particular event. In case of medical reasons, a certificate of sick leave issued by a local registered doctor has to be submitted within one day after the event.

### C. About the Trip

#### *Before Departure:*

1. Participants should inform the respective guardian(s)/ medical professional of the schedule, arrangement, transportation, emergency contact, insurance and other important information related to the Tour before departure.
2. Participants must ensure their health conditions are fully fit for the Tour. When in doubt, please consult doctors and inform/discuss with the Organizer. The Organizer reserves the right to decline any participant whose health condition is perceived as interfering with the safety of the individual or the group. In that case, the participant should bear the consequential costs of any risks that may be created, directly or indirectly.
3. For the case of travelling with a caregiver, s/he shall be responsible for his/her own travelling expenses & liability.
4. Participants own the responsibility to obtain valid travel documents to enter/exit Singapore, if necessary, on their own accord and at their own expense. If the participant cannot apply for the travel documents due to personal reasons (e.g. delay, lack of supporting documents), the paid deposit for the Tour will not be refunded. The Organizer also reserves the right to request compensation from the participants for any possible loss including travel tickets, accommodation fees, etc. that are already paid.
5. If necessary, please arrange relevant vaccination before departure.
6. Participants must depart from and return to Hong Kong as a team on the assigned dates of the Tour and are responsible for all of their expenses after withdrawal from the team. The Organizer will not certify the completion of the Tour to the participants who withdraw from the Tour, which will result in no deposit refund.
7. Please purchase a separate insurance plan if extra travel protection is needed. Please read carefully the terms and conditions of the travel insurance provided by the University on the below websites:

<http://fohome.hkbu.edu.hk/>

(Menu bar “Students” > “Insurance for students” > “Standard Cover Provided by the University” > “Personal Overseas Trips Insurance Summary - Student Only - (Zurich: TTT0001125ZC)”)

#### *During the Trip:*

8. Participants must follow the rules and regulations set out by the Organizer (details to be distributed in the Training & Briefing session scheduled on **22 or 23 April 2024, exact date to be confirmed upon the offer of the Tour**).

#### *After the Trip:*

9. A volunteer service will be held on **25 May 2024**. All participants must attend it.

#### **D. Others**

1. Formal written Undertaking with supporting documents must be provided in case of withdrawal from the Tour. The Organizer reserves the rights to request for compensation from the participants for any possible loss including travel tickets, accommodation fees, etc. already paid.
2. The Organizer holds the final decision on the suitability of the participants in continuing with any parts of the Tour. The deposits paid by the participants will not be refunded under any circumstances in this case.
3. The Organizer reserves the right to adjust the Tour in the overseas trip or even cancel the overseas trip if the Organizer observes that the participants' personal safety is at high risk due to severe situations (e.g. political instability, natural disasters, pandemic outbreak, etc.) in Hong Kong and the trip destination.
4. The content of the Tour is subject to change by the Organizer without prior notice. The Organizer accepts no liability for any loss or damage howsoever arising from any use or misuse of or reliance on any information in the Tour.
5. The Organizer reserves the right to feature the names, voices and appearance of the participants of the Tour in any audio and visual publications of the Tour, with any purposes related to education and advocacy of inclusion of the University.

## E. Collection of Two Emergency Contacts

Please provide us below your emergency contacts:

### Person One

Name: \_\_\_\_\_

Tel: (Home) \_\_\_\_\_

(Mobile) \_\_\_\_\_

Relationship: \_\_\_\_\_

Tel (Singapore, if any): \_\_\_\_\_

### Person Two

Name: \_\_\_\_\_

Tel: (Home) \_\_\_\_\_

(Mobile) \_\_\_\_\_

Relationship: \_\_\_\_\_

Tel (Singapore, if any): \_\_\_\_\_

*\* Your emergency contact persons must be aged 18 or above. You may provide us with more than one telephone number. For non-local number, please state the regional code as appropriate. If you have any update of your emergency contact for the Tour, please take immediate action to inform the Organizer.*

### DECLARATION

I, the undersigned, declare that;

- ◆ I understand clearly and I am willing to follow all the above-mentioned rules and regulations throughout the Tour;
- ◆ I understand clearly the possible risks involved in this overseas trip. I have already communicated thoroughly with my guardian(s)/ medical practitioner(s) on all relevant issues;
- ◆ The emergency contact information I provided above is up-to-date and I will inform the Organizer in due course if there is any change before/during the Tour;
- ◆ I will take full responsibility for my safety, health and personal hygiene throughout the Tour;
- ◆ I understand the Organizer reserves the right to disqualify me and/or not recognize my participation in the Tour should I violate any of the above rules and regulations and/or all other regulations set by the Organizer;
- ◆ I have kept a copy of this signed Undertaking for future reference.

The End