

INDIVIDUAL BOOKING INFO (FACT 3i)

Our Residential Centre

Trinity, our floating base is moored on the East Coast. It is the ideal activity venue for individuals, youth clubs, schools, churches, people with special needs and those wishing to gain RYA qualifications. The lightship has accommodation for 48 people in 2, 4 and 5 berth cabins.

Bursary Fund

FACT is committed to serving people whose financial means are limited. Our Bursary Fund is an easy and available way to enable those people to enjoy a residential course onboard. Do ask the office for details, which includes completion of a simple application form.

Arrival & Welcome

On arrival, we will meet you in our car park and assist you with your luggage for the five minute walk to *Trinity*; please 'phone 01621 868113 (and select option 3) as you arrive in the village.

After settling everyone in, we will have introductions and talk through the rules of the centre and safety

FACT Staff & Responsibilities

During your stay, you will be looked after by both permanent and seasonal volunteers, all of whom are trained and familiar with life on board and the various specialist activities. Appropriate personal checks, which include a DBS Disclosure, are made on all new staff.

FACT staff take full responsibility for the organisation of domestic arrangements and activities.

The highest priority is given to the safety and comfort of visitors.

Life On *Trinity*

The experience of living together in a community is one of the most important aspects of your stay on board. Guests always enjoy sharing and doing things together - helping with the washing-up and cleaning is as much a part of your stay as the activities. As Christians we welcome the opportunity of sharing our faith; feel free to join us in the Christian life of the centre.

Programme Evaluation

We are constantly striving to improve and develop what we offer. At the end of your stay, we will ask you to fill in and return to us a feedback form with any comments and suggestions for the future.

Practical Matters

For the time spent on the water - be prepared with plenty of warm clothing - the kit list below will give you some idea of what to bring.

Protection against the sun when you are on the water is important: sunglasses are recommended, sun cream is essential. Footwear requires thought too - you'll need one pair of outside shoes and wellies if possible (we have some spare wellies onboard catering for most sizes up to 8) and trainers or light shoes onboard.

If you don't own a sleeping bag - don't worry - we have spares that can be hired at £3 for a weekend or £5 for a week. Foam pillows and pillowcases are provided for each individual.

Waterproofs and buoyancy aids are available for all visitors at no extra cost.

Suggested kit list (Bring in a soft bag)

- Sleeping bag
- 2 towels
- Warm jacket
- Indoor and outdoor shoes
- Warm jumpers /sweatshirts
- Hat/scarf/gloves (for cold weather)
- At least one complete change of clothes
- Wash kit
- Nightwear
- Wellies

For water-based activities

- Soft-soled shoes e.g. trainers
- Tracksuit trousers or leggings (NOT jeans)
- Plenty of warm layers
- A woolly hat or cap / gloves
- Sun cream

Personal Belongings & Pocket Money

We discourage the use of mobile phones, MP3 players and iPods etc onboard: apart from the obvious distraction, they can get lost or broken.

We have a small souvenir shop on board, items starting from 50p. We also have *Trinity* garments: T-shirts, baseball caps and hoodies, these range from £8.00 - £30.00.

Sweets and drinks can be purchased in the village.

Please see over for conditions of booking.

INDIVIDUAL BOOKING INFO (CONTINUED)

Conditions of booking

- A booking is only secured when a deposit and booking form are received and acknowledged by us. If you cancel your booking (which must be in writing), for whatever reason, the deposit is forfeited.
- The balance of fees must be paid four weeks before the start of a course. If you cancel your booking, for whatever reason, less than 12 weeks before arrival, 60% of the full fees are due; if less than four weeks the full fees are due.
- If a booking has to be cancelled by the centre and no acceptable alternative dates are available, all fees paid to the centre will be refunded.
- Should you have a change in circumstances, do contact the FACT office immediately; we will do all we can to accommodate your needs.
- FACT activities can be physically demanding. Participants should ensure that they have adequate fitness for the planned activities. FACT is keen to include everyone & will make every effort to adapt activities so all can participate safely.
- If conditions are unsuitable for the safe running of an event or activity, FACT will endeavour to offer a practical alternative to the advertised course or planned programme.
- A safety briefing will be given to all those attending an event at FACT. Participants are required to comply with that briefing & the rules of the centre during their visit.

Photographs

- Visitors are advised that they are not permitted to publish or make available to the public, images in any format, whether static or moving of the staff or volunteers of the Trust; or any organised activities, unless express permission has been granted in writing. Permission can be obtained by emailing info@fact.org.uk.
- If you later withdraw consent for publicity material, it will not be possible to remove your image from any material in circulation. By agreeing to your image being used, you agree to assign any copyright or any other right or ownership of these images to FACT.

Privacy

- FACT has a Privacy Policy which can be found at www.fact.org.uk/privacy-policy or upon written request from the office. Your data will be used and stored in accordance with this policy.
- For RYA courses, we may be required to share some of your details with the RYA, for the purpose of issuing & registering certificates.

Holiday insurance

- FACT is covered by public liability insurance which indemnifies the Trust in the event of an accident or loss resulting from negligence on its part. Cancellation costs, personal accident and property loss for visitors is not covered, so we advise you to make your own arrangements if insurance is required.



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