


The Hong Kong Girl Guides Association
The Hong Kong Jockey Club Community Project Grant –
“Intergenerational Responsible Citizenship Project” 2023-2026
Special Outing -- Heritage Tour in Lau Shui Heung / Kam Tin

Circular

Project Theme : “Moving with the Times, Living in the New Normal”

Objective : Through engaging in outdoor exploration activities, we aim to provide members with the opportunity to embrace the joys of outdoor living, while fostering meaningful interactions among other sections. By organizing intergenerational visits and explorations, our goal is to create inclusive connections between diverse generations, cultivate effective communication with elders, promote teamwork, mutual support, and nurture exchanges between younger and elder individuals. Our initiative focuses on encouraging understanding and achieving harmonious intergenerational relationships.

Activity	Heritage Tour in Lau Shui Heung & Kam Tin (CPG23-24/OUT01)
Date	28 October 2023 (Saturday)
Meeting and Dismissal Time / Location	Meeting : 8:45 am / Dismissal : 5:00 pm Outside the secondary section of Yew Chung International School (Kowloon Tong MTR Station, Exit D), on To Fuk Road.
Target	Brownie (aged 8 or above) / Girl Guide / Ranger / Golden Guide (aged 80 years or below)
Quota	Golden Guide: 28 members Brownie / Girl Guide / Ranger : 28 members in total (Each Unit has a quota of 4 participants and 2 on waiting list)
Programme	<p>The participants will be guided by a tour guide to visit Kam Tin Tree House, Bin Mo Bridge, Chau Wong Yi Kung Study Hall, and “Mirror of the Sky” in Lau Shui Heung. Lunch will be served at Lau Fau Shan. This tour aims to introduce the participants to historical landmarks, provide insights into the architectural wisdom of that era, and allow them to experience the beauty of nature.</p> 
Fee	<p>Free of charge (subsidied by The Hong Kong Jockey Club Charities Trust)</p> <p>Each Participant is required to pay a deposit of HK\$100 which to be kept by Guider/Leader. In case of an unexcused absence, we will contact the</p>

	respective Guider/Leader to pay the deposit on behalf of the absent participant.
Dress Code	Outdoor Uniform
Important Notes	<ul style="list-style-type: none"> ● Photography will be conducted during the activity. The event photos will be used for the purposes of the organization, including but not limited to internal records, promotional materials, and publication in organization publications. ● Participants who complete the entire activity will receive a certificate of attendance and a souvenir badge. Please ensure that the names of the participants are accurately provided. ● Participants must be punctual. Latecomers will not be accommodated.
Application Deadline	05/10/2023 (If application sent by post, the date indicated by the postmark on the envelope will be considered as the registration date).
Enquiries	Ms Hang Yi YEUNG, Assistant Project Officer Tel: 2359 6857 Email: hangyi.yeung@hkgga.org.hk

Application Terms & Conditions

1. Interested participants should submit their applications through their Guider/Leader, who will coordinate the registration process. The Guider/Leader-in-charge shall carefully consider the abilities or physical fitness of each participant and ensure that they are registered as members.
2. Please refer to the circular for quota per Unit, and note that being on the enrolment list does not guarantee for all members will be accepted. Quotas are limited and will be accepted on a first-come, first-served basis.
3. If there are quotas available after deadline, applicants on waiting list will be accepted on a first-come, first-served basis.
4. Please noted the age range specified on the circular. All activities allow only the accepted to attend, replacements by members on waiting list or others are not permitted.
5. Please pay attention to the application deadline. After completing the **application form, parent / guardian consent form, or participant consent form**, you may submit them by fax * (2332 5156), email (amd@hkgga.org.hk), post or in person to the Affiliated Members Department (AMD) at The Hong Kong Girl Guides Association, 8 Gascoigne Road, Kowloon. Application via phone or verbally will not be accepted. All applications will be based on the receipt of the forms by AMD, and late submissions will not be processed. Incomplete application will not be accepted. *Fax is accepted from Monday to Friday (excluding public holidays) from 9:00 am to 5:45 pm.
6. The acceptance list will be uploaded on HKGGA website shortly after the deadline. Guider/Leader should remind participants to check the activity reminder on website approximately one week before

the activity date. Participants should attend the activity on time to avoid wasting resources.

7. Guider/Leader must collect the parent/guardian consent form (applicable to participants under 18 years old) or participant consent form (applicable to participants aged 18 or above) from all participants and submit them along with the application forms to the AMD.
8. If an accepted participant is unable to attend the activity, Guider/Leader must notify the staff at least three working days before the activity. The staff will arrange the replacement.
9. In case of absence due to illness or other unforeseen emergencies, Guider/Leader must immediately notify the staff by phone.
10. Participants who are absent without acceptable reasons will be counted as unexcused absentees and will not be considered for future applications. Absentees from Brownies, Girl Guide, Ranger must submit a letter of explanation from parent, while Golden Guide must submit an explanatory letter.
11. HKGGA reserves the right to cancel the activity under bad weather conditions, insufficient participants, or other special circumstances, and may change the activity date, time, location, and content as necessary.
12. For arrangements during bad weather conditions, please refer to the attached " The Bad Weather and Air Pollution Arrangement" document.
13. HKGGA reserves the right to amend or change the terms and conditions, and other arrangements at any time, without prior notice.

Hong Kong Girl Guides Association

The Bad Weather and Air Pollution Arrangements

Extracted from " Safety Rules and Guidelines for Activities " June 2023 edition:

Refer to the weather report released by the Hong Kong Observatory 2 hours before the activity starts: (Guider-in-charge/Leader-in-charge/Organiser could decide to cancel the activity according to the weather condition even earlier to secure the safety of the participants.)

Categories	Indoor Activities (Remark 1)	Outdoor Activities (excluding water activities)	Holiday/Camp (Remark 2)	Water Activities (Remark 3)	
Cold Weather Warning / Very Hot Weather Warning / Landslip Warning / Frost Warning	Carry On	Guider/Leader-in-charge should pay attention to the situations of the venue and participant. If needed, she may arrange for the participants to stay indoors or leave the activity venue.			
Thunderstorm Warning	Carry On	Guider/Leader-in-charge should ensure that the participants stay at a safe place until the signal is cancelled.			
Strong Monsoon Signal	Carry On			Cancel / Postpone	
Typhoon	Signal No. 1	Carry On			
	Signal No. 3	Carry On	Cancel / Postpone		Cancel / Postpone (Guider/Leader-in-charge should ensure that the participants stay at a safe place until the signal is lowered/cancelled)
	Signal No. 8 & Above	Cancel / Postpone			
Rainstorm Warning Signal	Amber	Carry On	Cancel / Postpone (If activity is in progress, Guider/Leader-in-charge should arrange for the participants to stay indoors)		If activity is in progress, Guider/Leader-in-charge should arrange for the participants to stay indoors
	Red	Cancel / Postpone			
	Black	(Guider/Leader-in-charge should ensure that the participants stay at a safe place until the signal is lowered/cancelled)			
Air Quality	High (7)	Carry On	Should reduce outdoor physical exertion and the time of		

Health Index	Very High (8-10)	Carry On	staying outdoors. Guider/Leader-in-charge should advise participants with existing heart or respiratory illness not to join the activities held in the areas of serious air pollution.
	Serious (10+)	If the activity is held in the areas of serious air pollution, it should be stopped, cancelled or postponed.	

Remarks:

1. Indoor Activities mean all activities and trainings held indoors, including Unit Meetings which are held indoors but not at the usual meeting place. The Guider-in-charge must strictly observe the regulations issued by the venue and the arrangements under bad weather conditions.
2. If Typhoon Signal No. 3, Red or Black Rainstorm Warning Signal is hoisted during a Holiday/Camp, the Guider/Leader-in-charge must take into consideration all of the safety factors, including road safety, and discuss with the District Commissioner, Division Commissioner and the Deputy Chief Commissioner to decide whether to send the participants home.
3. When doing water activities, regulations issued by the venue, arrangements under bad weather conditions or instructions from the instructors must be strictly followed.
4. When the Hong Kong Observatory issues a cold or hot weather warning, it means that the weather will remain cold or hot for an extended period. The Guider/Leader-in-charge should assess the situation and decide whether to postpone or cancel the activity. In cold weather, participants are advised to wear warm clothing to prevent hypothermia. In hot weather, it is important to avoid excessive exposure to sunlight as the body may not effectively dissipate heat, leading to symptoms such as cramps, heat exhaustion, and heatstroke. If the sunlight is intense, participants should be reminded to wear wide-brimmed hats and sunglasses that filter out ultraviolet light. It is also recommended to apply sunscreen with a sun protection factor (SPF) of 15 or higher on exposed parts of the body.