Checklist for Children/Young People Travelling Abroad

Do I know	
	Please tick
who will be in charge of me when I am travelling abroad.	
who will be in charge of me when I am staying abroad.	
where I am going on the visit.	
• the address and telephone number of the place/s I shall be staying.	
how to contact my group leader.	
how to use the phone if help is required.	
what to do if I am worried/unhappy about anything if I am staying with a host family.	
where am I to sleep and where am I to dress.	
what to do if I get lost or into difficulties when not with my group leader.	
how to behave ('house rules') where I am staying.	
the code of conduct for my visit abroad.	
Have I	
completed the required documentation necessary for travelling abroad	
including counter signing the Parent/Consent form if 16 years of age or over	
a valid passport	
a European Health Insurance Card (EHIC)	
• a visa (if required)	
Signed Date	