UWCEA OP Payment Policy

The Outdoor Pursuits programs are meticulously planned to be efficient and cost effective. The costs are based on a certain number of participants and that keeps the price at its lowest. This policy has been created in order to share with parents and students the expectations of the OP department and the school when students cancel trip participation late and the financial implications it will have for those students and their parents. We realise that there will always be circumstances which mean that a student may not go on a trip, like extreme illness or bereavement in a family, however these cases are rare.

The reason for this policy is to
1) Reduce the number of last minute student cancelations of trips.
2) Reduce the amount of food and money wasted due to these late student cancelations.
3) Make students accountable for their decisions, both when signing up to OP trips and also when they are thinking about canceling a trip.
4) Make parents accountable for ensuring they are aware of which trips a student has registered for, and as a consequence increasing the communication between parents and students about these opportunities.
5) Have a clear communicated guideline for transparency and accountability.
6) Reduce unnecessary administrative processes for staff
7) Provide a better and safer experience for students and staff taking part.

Different trips and different levels will have different requirements for booking campsites, food, porters, guides, equipment etc. However there are some that are very similar.

Level 1, 2 & 3 (Plains, Peaks, Rides & Reefs except Level 3 Reefs)
These trips are not as laborious to coordinate and we appreciate that students are trying out different branches to see what they like. They also do not come with any national park fees so booking is much easier in most cases. That being said there are some costs which will be forwarded to parents with late cancelation.

If a student cancels one of these trips within 5 school days of the trip leaving the student will be charged for the camping costs and for the food costs involved as these elements will have already been booked prior to the trip.

If a student cancels 1-2 days before or on the day of a trip they will be charged the full amount for the trip.

Level 3 Reefs
This trip involves the PADI Open Water Dive Course and there are several elements to this course that need to be met.

A $200 deposit needs to be paid to obtain the online learning code for the course. This must be paid 6 weeks prior to the dive course so they will then release these codes in a timely manner. Anyone who cancels after the $200 deposit is paid can not get their money back and must complete the online learning course, they will then have 3 months to arrange for
the practical element to become a qualified diver. This has nothing to do with the school; it is the rules set by the PADI organisation.

The full payment, approx $550, is due 2 weeks prior to the trip. This is to pay for the practical element of the course and cover the trip costs. Anyone who cancels after the 2 week deadline will be liable for the $100 trip costs and will need to complete the practical aspect of the dive course in their own time and at their own expense within 3 months of completing the online course.

Level 4 & 5 (Plains, Peaks & Rides)
As there will be booking of National Parks on these trips payments need to be made 1 month prior to the trip. This is to give our staff time to sort out the final paperwork (passport copies and resident permits) for these trips and lodge the trip with the National Parks authorities in order to secure campsites/huts/entrance fees etc. and speed up the entry time when on the trips.

If a student cancels within this 1 month time frame they will lose all the National Park fees paid, this can range from $100 to over $600 depending on the trip. If they cancel 2 week before the trip they will be liable for the entire trip cost, this can range from $200 to $1000.

Reefs Level 4 & 5
If a student cancels one of these trips within 10 school days of the trip leaving the student will be charged for the camping costs and for the food costs involved as these elements will have already been booked prior to the trip.

If a student cancels 1-2 days before or on the day of a trip they will be charged the full amount for the trip.

Equipment hire policy

Most equipment for OP trips can be borrowed from the OP store prior to trips. A returnable deposit of TSH10,000 is required for the equipment to be able to be borrowed. The TSH10,000 deposit will be returned if:

1) All equipment is returned by the student on time.
2) All equipment is returned in working order.

The deposit will not be returned if:

1) An item or many items are not returned by the person who borrowed them. This includes if the item is returned by a member of staff/or of the group, as the borrower has lost it. It is the borrowers responsibility to return all items!
2) If an item is damaged or broken from unreasonable use/care.

Fitness Policy

As our program has grown and we are finding more and more students unable to complete a level due to poor physical health, we have carefully planned fitness tests to ensure that
students can meet the demands of the various branches of our OP program. Since implementing this 2 years ago we have had our very first Mt Meru/Kilimanjaro summit with a 100% success rate and our dive course is the first student group led by our provider to have a 100% pass rate.

Reefs Requirements
Level 1 - Students and staff will be required to complete a 200m continual (no breaks) swim test and a 1 minute treading water test. Any student or staff member who cannot meet this requirement will not be able to attend the trip. Training for this is highly recommended.

Level 2 - Students and staff will be required to complete 2 x 800m swim sessions per week for 4-6 weeks prior to the trip. This is to ensure swim fitness for a 500m open water swim.

Level 3, 4 & 5 - Students and staff are required to complete 2 x 500m swim sessions per week for 4 weeks prior to the trip. This is particularly important for the Level 3 where they have a 200m swim test and a 10 minute float test at the beginning of the practical training for their PADI Open Water Dive Certification. It is also necessary for several of the service activities which occur, some of which are swimming out coral nursery tables and free diving to collect broken coral for replanting.

Peaks requirements
Level 1 & 2 - No requirement as we would like students to try trips and see if they enjoy the experience.

Level 1B - As this is a fast track for D1 students starting with us from all over the world we require that students can meet the physical requirements of these demanding mountains by completing a 5km run in under 35 minutes. This is because students will then progress to level 3 directly from 1B if they are successful.

Level 3, 4, & 5 - Same as level 1B students are required to complete a 5km run in 30 minutes or under to attend these trips.

Plains requirements
Level 1, 2 & 3 - No requirement as we would like students to try trips and see if they enjoy the experience.

Level 4 & 5 - Students are required to walk the school cross country circuit three times without stopping to attend these trips, this will be a total of 6km.

Rides requirements
Level 1 - Students must demonstrate their ability to ride a bike in straight lines, figure eights, change gears and brake without failing. They are also encouraged to attend Saturday morning ride club on Moshi campus or practice riding in Arusha.

Level 2 & 3 - Students must attend Saturday morning ride club on Moshi campus at least twice prior to trips. Arusha campus must complete 2 x 20km rides prior to the trips.
Level 4 & 5 - Students must regularly ride their bikes, attend community rides and complete 20km rides 4 weekends in a row before the trips. The level 5 will be 250km around Kilimanjaro, students need to be comfortable in the saddle.

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