

## PATROL LEADER'S TIMETABLE

### REGISTRATION FOR THE CEJ 2014

#### **1<sup>ST</sup> FEBRUARY** **THE START OF THE REGISTRATION.**

To this day, the Head of your Contingent is supposed to publish some specific information about a registration of your contingent. The registration of each contingent may differ and so do not rely on information from your friends in other countries. Contact your HoC (Head of Contingent) by using an email address [hungary@cej2014.cz](mailto:hungary@cej2014.cz) (or [slovakia@cej2014.cz](mailto:slovakia@cej2014.cz), [poland@cej2014.cz](mailto:poland@cej2014.cz), [czechrep@cej2014.cz](mailto:czechrep@cej2014.cz)). From this day, you should be able to inform your HoC about the number of participants in your patrol so he/she can approve you to being a patrol leader.

The patrol consists of 9 participants aged 12 to 17 (born 3<sup>rd</sup> August 1996 to 3<sup>rd</sup> August 2002) and 1 patrol leader over 18 y.o. (born before 3<sup>rd</sup> August 1996).

#### **20<sup>TH</sup> FEBRUARY**

To this day, you should know whether you are or are not approved to create patrol. This is in the competency of your HoC and the way he/she will choose the patrol leaders in case when demand exceeds supply and also if there will be plenty of uncompleted patrols should be known to you in advance. You should receive a registration form (xls format) in which you will add yourself and your participants.

Information about your patrol: name (any – just for identification), whether you are interested in Home Hospitality (see website), any info you wish us to know, expected date, time, place and way of your arrival (unnecessary now, but need to be filled before the Jamboree starts).

Information about your participants: scout troop, name, surname, nickname (if any), gender, date of birth, ID number (passport or ID card), home address, email (not obligatory), name and phone number of contact person in case of emergency including their relationship (e.g. parents), whether he/she dispose with international health insurance card, number/name of insurance company, any special food needs (diets, allergies), health condition (allergies, asthma etc.), regular medicine using, level of English and other language.

Information about Patrol leader: see participant, it is the same but the email that is obligatory.

After this day you should send a filled xls registration form to your HoC. Please check with your HoC what are the possibilities of sending these data - an e-mail communication is not very safe and so we provide them with a possibility of using Czech scout data storage.

#### **30<sup>TH</sup> APRIL** **END OF THE REGISTRATION.**

All information needs to be received by Jamboree Management Team – registration section.

#### **UNTIL THE JAMBOREE**

Until the Jamboree starts, Patrol Leaders are recommended to have filled pdf registration forms with signs of their participant's parents. This is not obligatory and will not be required by Jamboree Management Team, but can be ask by your Contingent Management Team.

Also, a payment will be done until 31<sup>st</sup> May. Information will be provided lately.

You received (or are about to receive) 2 registration forms - in pdf format which your participants can hand over to you with their parent's sign (see previous paragraph) and in xls format which is for easier communication and for registration purposes.

If you have any questions, please contact us on [registration@cej2014.cz](mailto:registration@cej2014.cz) or visit our FAQ on [cej2014.cz](http://cej2014.cz) website. Many questions may be already resolved there.