



Adventurebug Worldwide Ltd

Bespoke adventure travel & events since 2000

REAT Tourism License AT/MA/00022 Company Registration B93050763
Apto. Correos 1031, 29680 Estepona, Malaga, SPAIN TEL (34) 635 817 819

Secondary School - 2 Day Business Studies Andalucia Excursion (IBO / A Levels / ESO + Bach)

Description: This business orientation trip to Algeciras, Sevilla and Zahara de la Sierra provides experiences of how different types of businesses run. The trip is designed with teacher input to meet the needs of the curriculum program.

ACCOMMODATION, MEALS & TRANSPORT



Accommodation: TOC HOSTEL.

Students share ensuite dorm rooms: Room sizes available from 2 to 8 sharing.

Teachers will have a combination of single use and twin share rooms – subject to availability. **Meals** are nourishing and prepared for the activities in mind and most special diets can be catered for.

Our trip is supported by **Autocares LACT** (or similar) from Seville. They carry a school placard and of course seat belts. The buses are modern and up to date with current traffic safety laws.

ITINERARY (*subject to variations pending authorizations from the companies)

DAY 1 – Port of Algeciras – Seville – Ines Rosales Biscuit Company

- 09.00 Depart School by private bus for Algeciras Port
Please bring pack lunches from the school.
- 10:30 Group arrival to Port Authority of Algeciras:
a) Introductions and orientation.
b) Tour of the installation and workings of the port
- 12:30 Travel to Seville with a stop along the way to eat school lunch and buy snacks / beverages (with personal money).
- 15:30 Arrival to Seville: Orientation visit to *Ines Rosales Biscuit Company*
a) learn about the commercial aspects of this traditional Andalucian company
- 17:00 Central Seville exploration time in Barrio Santa Cruz / shopping / free time.
19.00 Arrival to TOC HOSTEL, Seville – Distribution in Rooms and Settle in time
students will have this time to be acquainted with the rules and norms of sharing their rooms. Social time, rest and clean up before dinner.
- 20:00 Dinner in TOC HOSTEL / Briefing after dinner.





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DAY 2 – Coca Cola – Aeropolis (Air Bus) - Zahara de la Sierra (Olive Mill)

08:00	Breakfast
08:45	Depart Hostel for Seville Business Park visits: Choose an option or split the group in 2 to visit both 1. Air Bus (Aeropolis Industrial Park) – 2.5 hour visit (with taller workshop) 2. Coca Cola – 90 min visit approximately
12.30	Depart Seville, travel to Zahara de la Sierra (1.5 hours) / packed lunch on route
14:00	Molino El Vinculo Olive Press – 1 hour visit including olive oil tasting.
15:30	Depart for home (optional stop near Ronda / toilet break)

Excursion Price (net IVA 21% inc.)

From 175 € per pupil

Our prices INCLUDE THE FOLLOWING:

- All accommodation / dorm share (students) / private toilet facilities in each room
- 1 teacher per 15 paying (individual rooms available on request and subject to availability)
- All meals from dinner first day to picnic lunch final day
- All activities and Adventurebug monitor to oversee logistics and smooth flow of trip
- Entrances & Coordinated *visits as per above itinerary. Port of Algeciras, Coca Cola, Aeropolis Sevilla, Molino El Vinculo. *Subject to final confirmation
- Private transport by licensed bus(s) with seatbelts for both days
- Insurance (3rd party) and Accident Assistance for all students and teachers
- All permits, licenses and administration fees
- All taxes (21 % IVA is included)
- Risk Assessment Document and Emergency Evacuation Procedures

General Kit List:

- Small day backpack for carrying lunch, water, sun protection, etc.
- Plastic water bottle for refilling in hostel
- Towel for hostel
- Loose fitting clothes
- Trainers or walking shoes
- Jumper for night time
- Personal toiletries
- Sun protection cream
- Hat and Sunglasses
- Notepad, pencil and materials for recording business meetings
- No other technical equipment or clothing necessary to buy

For more information about Adventurebug, please contact us:

ADVENTUREBUG ANDALUCIA S.L.

Apartado Correos 1031
29680, Estepona, Malaga, SPAIN
Tel/Fax 34 952 894 308 Mobile 34 635 817 819

EMERGENCY NUMBERS

Adventurebug (24 hour) 635 817 819
Adventurebug Office 692 451 362
info@adventurebug.com





SAFETY EMERGENCY PROCEDURES

The information below is to assist teacher leaders and monitors with managing risk and potential hazards on our trips. It also offers practical advice in the event of emergencies and provides a resource base of contact numbers to rescue personal. In the event of any emergency it's important to stay calm, get all the facts and be sure that you and the other children are safe and accounted for.

Recommendations for Safe Practice on School Adventure Trips:

1. Ensure a **FIRST AID** kit is carried on all days (Adventurebug will always have one)
2. Teachers and Activity Monitors set safety boundaries for children and give warning to any possible hazards including weather patterns, terrain, wildlife, road hazards, public areas and any items of nature that could be a danger.
3. Communication system in place between groups and their supervising leaders and teachers – exchange mobile phone numbers and have a central meeting point each day that everybody is familiar with.
4. Always watch out for one's personal safety in areas of outdoor pursuits and double check on fellow peers when doing activities.
5. Keep within boundaries and respect monitor's judgement and authority.
6. Ensure that an escape route / plan is in place and / or provisions for repatriating an injured or sick from an activity site.
7. Respect all safety equipment and installations.

In the event of any accident or serious illness scenario:

If working with the Adventurebug monitors on activities – tell them what has happened and they will launch their own emergency procedures. If not: Provide any necessary First Aid to casualty & call in further Emergency Services if necessary. Our first line of assistance is:

Medical services – call Euro emergency number 112

Rescue services – call Guardia Civil 062

Criminal scenario – call Guardia Civil 062

Adventurebug (Matt Butler) 635 817 819 (Julie Butler 692 451 362) (Office) 952 894 308

Ensure the rest of group is together and not in any danger If hospital services required, 1 staff member and then appropriate a parent or garden, accompany patient to hospital. **INSURANCE AND REGISTRATION FOR A PATIENT.** Adventurebug has an internal medical emergency policy to speedily register with the Spanish National Health Service. Our insurance policy (and because they are minor in age), ensures they get prompt treatment from emergency services care. **PLEASE HAVE A DOCUMENT WITH THE STUDENTS NAME, ADDRESS AND FAMILY DETAILS available!** Ensure a Spanish speaker is present (*teacher or designated adult preferred*). Based on severity of incident, decide how to best carry on activity session with group.

In the event of a lost person:

1. Ensure all other members of group are accounted for first.
2. Get as much information regarding location person last was seen.
3. Contact supervising monitor to advise.
4. Follow instructions of supervisor.
5. Keep rest of group in one place under adult supervision.
6. Should person not be found within 20 min / and depending on environment / call emergency services (Guardia Civil) for support.

Note – this information is a guideline only and Adventurebug cannot be held responsible for the handlings and procedures – including outcomes of emergency responses as every scenario is unique and requires specialized attention – we will however do our absolute best to provide the highest “Duty of Care” to any person involved in our programs.

