

Operation Last Post

**Surrey Scouts**

**Further Information**

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# Foreword

In 1907, at the age of ten, Marc Nobel attended a camp run by Baden Powell on Brownsea Island. This camp later helped to form the foundations of the Scout Association. The camp had twenty boys divided into four Patrols; Marc was in the 'Bulls' Patrol.

Marc went on to become a 2<sup>nd</sup> Lieutenant in the British Army, Royal Field Artillery, but died of his wounds received near the village of Boeshinghe on 1<sup>st</sup> July 1917 - 'Whilst showing great bravery in trying to get help for his wounded comrades'. He was just 20 years of age, and he is buried at Ferme-Olivier Cemetery, Plot 3. Row G. Grave 22. When we visit, we will conduct an act of remembrance, for Marc and all those that died.

To help you with the local geography the present-day village of Boeshinghe (now Boezinge) is about 5 km Northwest of Ypres. Marc is buried in the Ferme-Olivier Cemetery, Elverdinghe, 4 km West from where he received his wounds. The cemetery contains 408 Commonwealth burials of the First World War, six of which are unidentified, and three German war graves.



# Hello!

We hope you are all well and looking forward to joining us for Operation Last Post 2025.

There are five communications in total available to you, these will be emailed to the address on your unit's booking, but they will also be available via the OLP event page: <https://www.surrey-scouts.org.uk/events/operation-last-post>. If you have any unanswered questions, please get in touch via [bookings@operationlastpost.org.uk](mailto:bookings@operationlastpost.org.uk) or come to one of the briefing evenings.

Please read the enclosed details below carefully and review the actions you need to take.

## Communications

#	What	When
1.	<a href="#">Initial Information</a> : what is OLP, what happens, entry requirements, and activities	1 <sup>st</sup> June 2024
2.	<a href="#">Registration Update</a> : admin & finance, Brookwood Last Post and Core Team	1 <sup>st</sup> December 2024
3.	Further information: briefing evenings, kit list, InTouch, apparel	1 <sup>st</sup> April 2025
4.	Final Details: departure & return timings, programme, NAN, and contact details	1 <sup>st</sup> July 2025
5.	Post Event Update; Brookwood Last Post, photo links	1 <sup>st</sup> October 2025

## Actions

Phase	What	When
1.	<del>Register and transfer unit deposit (£100)</del>	<del>30<sup>th</sup> November 2024</del>
2.	<del>Register participants' details and transfer participants' deposit (£100)</del>	<del>31<sup>st</sup> January 2025</del>
3.	<b>Transfer remaining participant balance (£125)</b>	<b>30<sup>th</sup> April 2025</b>
4.	Return your unit's apparel request form	31 <sup>st</sup> May 2025
5. a	Provide an InTouch Home Contacts	31 <sup>st</sup> July 2025
5. b	Complete Participant Permission, Health, and Travel forms	31 <sup>st</sup> July 2025

In addition:

- Please advertise the Operation Last Post briefing evening to your unit (at either the Woking or the Dorking venue)
- For the InTouch system to run smoothly we need your help:
  - Please issue 'Information sheet for Home Contacts' to your Home Contact
  - Ensure your Home Contact has a list of your Units participants and their contact details.
  - Issue 'Information sheet for Parents/Guardians' to your participants parents/guardians.

Finally, as expressed in our 'Initial communication' we intended to travel by coach via Euro Tunnel to Belgium. However, Euro Tunnel has not opened any coach slots for our dates. Therefore, we have secured a return ferry between Dover and Calais instead. This means we will need to leave slightly earlier on Sunday to accommodate the longer check-in and customs process at Dover. Please let us know if this affects you.

Yours in Scouting

Andy Dolan  
OLP Leader

# Briefing evening

We have arranged two briefing evenings, the first in Woking and the second in Dorking.

The purpose of the briefing evenings is to give every Scout, Leader, and parent / guardian an insight into why the First World War started, and why we are making this expedition to Ypres.

We will also be joined by the Chairperson of the Brookwood Last Post Association who will give background on the deep link between Ypres and Surrey and how we still to this day remember the fallen. The core team will also be on hand to recap on transport, accommodation, activities, and kit required as well as answer any of your questions.

Venue	Date	Time	Address	what3words	Parking
Woking	2 <sup>nd</sup> July 2025	19:30	1 <sup>st</sup> Goldsworth Park Scouts and Guides HQ, The Generation Centre, Surrey, GU21 3LG	///fades.love.chart	Goldsworth Park shopping centre car park, free parking for 3 hours.
Dorking	9 <sup>th</sup> July 2025	19:30	St Martin's Church, Church Street, Dorking, RH4 1DW	///power.clubs.boot	St Martin's Walk car park, free parking after 18:00, maximum stay 3 hours

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**At the briefing evening, we will distribute the UK Scout Scarf and UK Uniform badge to participants. Depending on delivery, we will also provide each participant with their three OLP T-shirts.**

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# What to bring

Participant's luggage is restricted to:

- Holdall or rucksack (e.g. 50 - 70 litres), this will be loaded into the coach hold for the duration of the journey.
- Daypack (e.g. twenty-five litres) to hold items for the journey and for the daily excursions.

The coach hold space is limited, and each coach is at capacity. Bags that exceed this allowance may be left behind. All bags will be tagged with OLP identity labels which will be provided at the departure point. As we are camping, light weight good basic camping and suitable walking equipment is key.

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**Any items required during the coach journey must be in your hand luggage, which includes Passport, Visa, snacks, drinks, medication, and a high-visibility vest. The main luggage compartments will remain closed until we arrive in Merkenveld.**

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## Kit list guide

### On person / packed in Day Bag

#### General

Passport  
 Visa\*  
 EHIC/GHIC  
 Refillable drinks bottle  
 Pocket money (Euros and GBP)  
 Watch  
 Antibacterial hand gel  
 Medication  
 Personal First Aid kit (e.g. bug spray, sun cream)

#### Footwear

Comfortable trainers / hiking shoes or boots

#### Outerwear

OLP T-shirt (our uniform)  
 OLP Scarf with woggle (or a friendship knot)  
 Sun hat  
 Sunglasses (optional)  
 Waterproof coat  
 Waterproof trousers

#### Miscellaneous

Camera (optional), with charged power bank  
 Book or quiet game  
 Pen/pencil and notepad  
 High-visibility vest (risk assessment requirement)

### Packed In Kit Bag/Holdall

#### Personal kit

Personal wash kit (toothbrush and paste, shower gel/soap, sanitary products as applicable)  
 Hankies/tissues  
 Towel  
 Plastic bags or sacks for dirty washing/boots  
 Head torch, with charged batteries

#### Clothes

OLP T-shirts (X 2)  
 Shorts  
 Trousers  
 Underwear  
 Socks  
 Warm jumper or fleece  
 Spare footwear

#### Sleepwear

Tent  
 Roll mat  
 Sleeping bag (e.g., two season)  
 Lightweight pillow e.g. inflatable (optional)

\*If required

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**Please label all items, bags, clothing, OLP T-shirts, scarves, and medication.**

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### Preparing for hot weather

- Stay sun safe: Slip on a top, slop on sun cream, and slap on a hat.
- Hydrate, to prevent against dehydration, make sure you bring a water bottle and drink water regularly.
- Insects - Use insect repellent to stop bites from mosquitos and midges.

### Tips and tricks

- Surrey Scouts / The Scout Association cannot accept responsibility for loss or damage to any personal effects and does not provide automatic insurance for such items.
- All clothing must be clearly marked with the participant's name, before packing.
- Do not attach anything on to the outside of your holdall/rucksack or day pack, as it will get snagged on something and fall off.

### Medication

If the participant has a requirement to take any medicines, the bottle(s), tube(s), or other items should be clearly labelled with their name and the exact dosages / instructions in a named resealable bag. The Core Team should be informed beforehand via the Participant Information, Permission & Health Form.

### Pocket money

There will be opportunities to use spending money on the Channel crossing and in the centre of Bruges and Ypres, we suggest €10 - €30 spending money will be sufficient. It will be the responsibility of the Scout to look after this money, the Scout Association take no responsibility if it is lost. We will not be able to provide a camp bank, so you will need to obtain your currency in the UK. The monetary unit for both Belgium and France, is the Euro and the current exchange rate is in the region of €1.17 to the GBP. Credit / debit cards and contactless payment are widely accepted, but depending on your payment card, you might incur a non-Sterling transaction fee.

### Mobile phones

At their own risk, participants can bring mobile phones, so that they can be used to record the expedition activities through photos or video. However, they must not be a distraction around monuments, places of interest and during ceremonies. We will be following the Scout Associations InTouch system, any personal issues / emergencies which necessitate communication to the UK should go through Leaders in the first instance and then via the Core Team, County and Unit Home Contact as appropriate.

Charge points will be available in the Fourage (dining hall) at Merkenveld campsite, they will be limited in number so we will not be able to charge everyone's phone and camera batteries at once. Equipment being charged at the Fourage are left at the owner's risk,

There will not be any available Wi-Fi in the areas we are visiting, however, if the mobile device has a data connection, then you might find the 'Last Post' Association' and the 'Commonwealth War Graves Commission' apps useful over the event. Please be aware, mobile providers may charge you for using data on your mobile device in the EU.

Merkenveld campsite does offer an unsecured Wi-Fi network, with speeds that fluctuate based on the number of connections. The Scout Association does not take responsibility for this internet connection, participants who connect to it do so at their own risk and would be advised to connect via a VPN.

### OLP T-shirts

Included in the cost of OLP, are three T-shirts per participant. These T-shirts, along with the OLP scarf will be the Scout uniform for the entire event, there is no need for participants to bring their Scout uniform. Subject to delivery, we intend to have these T-shirts distributed at the briefing evenings, failing that we will deliver directly to the postal address on the order form. When you receive your order, please check that you have all the T-Shirts you ordered.

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**To order your units T-shirts, complete the form on the following page(s) and email to [bookings@operationlastpost.org.uk](mailto:bookings@operationlastpost.org.uk) by 31<sup>st</sup> May 2025**

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Unit	
Contact name	
Contact telephone	
Contact email	
Delivery address	

[illegible]



Unit	
Contact name	
Contact telephone	
Contact email	
Delivery address	

[illegible]

Unit	
Contact name	
Contact telephone	
Contact email	
Delivery address	

[illegible]

# Paperwork

## Entry requirements

Please remind your unit, that as part of entering both France and Belgium, and returning, participants will need to comply with Passport, Visa entry requirements. These requirements can be found below, which is updated frequently.

- France: <https://www.gov.uk/foreign-travel-advice/france/entry-requirements>
- Belgium: <https://www.gov.uk/foreign-travel-advice/belgium/entry-requirements>

## Insurance

Travel Insurance for the expedition has been arranged through Scout Insurance Services (Unity). A policy summary is available online at <https://www.unityinsuranceservices.co.uk/scout-insurance/travel>. If you need to understand specific policy details, then please contact Unity on 0345 040 7702 or [info@unityins.co.uk](mailto:info@unityins.co.uk), quoting policy B602310055CF22 770619876.

## EHIC / GHIC

In addition, it is a requirement of our insurance that all those attending OLP have a valid EHIC/GHIC. There is no charge to apply for these via the NHS website: <https://overseas-healthcare.nhsbsa.nhs.uk/get-healthcare-cover-travelling-abroad/start>. Avoid unofficial websites, as they may charge you. Once the application has been approved, you should receive your card within 15 days, but this may take longer during peak periods, so please do not leave this too late.

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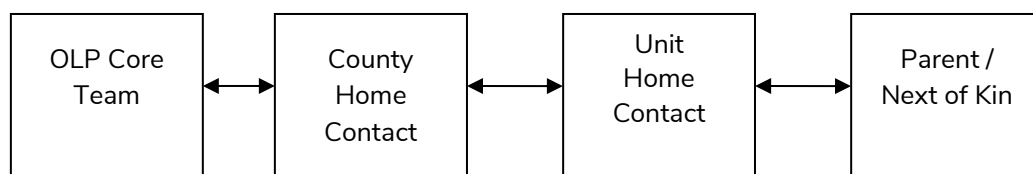
**All those attending OLP need to have a valid Passport, Visa (if applicable) and EHIC/GHIC.**

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## InTouch

We will be appointing a County Home Contact for OLP, which the Core who will act at the bridge for communications whilst we are abroad between the Core Team and those in the UK. The Home Contact will be used in the event of the core team needing to contact those in the UK or visa-versa.

Each unit will also need to appoint a Home Contact, who will form part of the bridge between the County Home Contact and participants parent's / guardians. Please note the contact must not be related or emotionally involved with any member of the unit on OLP, and available for the duration of OLP (Sunday 24<sup>th</sup> August – Tuesday 26<sup>th</sup> August 2025).



For the system to run smoothly we need your help:

1. Please complete the Unit Home Contact details and return to [bookings@operationlastpost.org.uk](mailto:bookings@operationlastpost.org.uk) by 31<sup>st</sup> July 2025 at the latest.
2. Provide the 'Information sheet for Home Contacts' to your Unit Home Contact and ensure they have a list of your Units participants and their contact details.
3. Provide the 'Information sheet for Parents/Guardians' to your participants parents/guardians.

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**Please complete and return your InTouch home contacts by 31<sup>st</sup> July 2025.**

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## Unit Home Contact Details

Unit Leaders: Please complete this form by providing a Unit Home Contact, who is not related or emotionally involved with any member of your unit, and email to [bookings@operationlastpost.org.uk](mailto:bookings@operationlastpost.org.uk) by 31<sup>st</sup> July 2025.

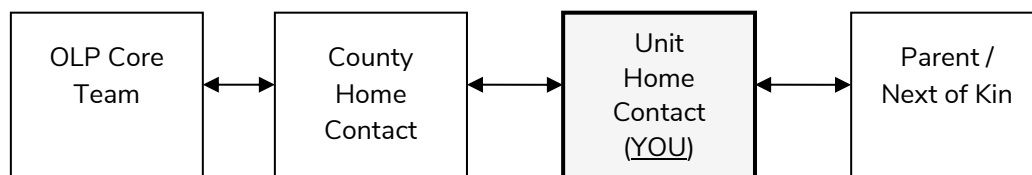
Name of Unit	
Name	
Address	
Primary Contact Number	
Backup Contact Number	
Email (if available)	

## Information sheet for Unit Home Contacts

Thank you for agreeing to be a home contact for Operation Last Post.

The Operation Last Post Core Team have appointed two County Home Contacts who will function as the bridge for communications between the Core Team and those in the UK. This is the usual practice when members of the Scout Association are away from their home area. The Home Contact will be used in the event of the core team needing to contact those in the UK or visa-versa.

As a Unit Home Contact, you form an important link between those attending OLP and their family back home. Before departure, the Unit Leader will provide you with a list of participant names and adult contacts for those participants attending OLP. Each of the participants adult contacts of the Unit have been given your contact details only. This diagram shows the communication routes for OLP.



### County Home Primary Contact

Name	Liz Pocknell
Address	23 Wyvern Way, Burgess Hill, West Sussex, RH15 0GA
Primary Contact Number	07747607071
Backup Contact Number	01444 523291
Email	<a href="mailto:pocknell@btinternet.com">pocknell@btinternet.com</a>

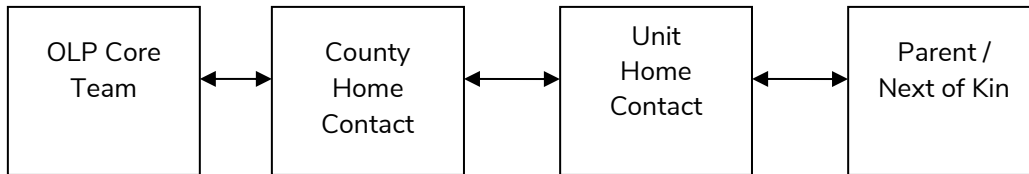
### County Home Secondary Contact

Name	Julia Kielstra
Address	Mountain Ash, Boxhill Road, Boxhill Surrey KT20 7JN
Primary Contact Number	07766480477
Backup Contact Number	01737842093
Email	<a href="mailto:julia@kielstra.uk">julia@kielstra.uk</a>

## Information sheet for parents / Guardians

The Operation Last Post Core Team have appointed two County Home Contacts who will function as the bridge for communications between the Core Team and those in the UK. This is the usual practice when members of the Scout Association are away from their home area. The Home Contact will be used in the event of the core team needing to contact those in the UK or visa-versa.

Our Unit has also appointed a Home Contact, who will form part of the bridge between the County Home Contact and yourselves. This diagram shows the communication routes for OLP.



### Unit Home Primary Contact Details

<b>Name</b>	
<b>Address</b>	
<b>Primary Contact Number</b>	
<b>Backup Contact Number</b>	
<b>Email</b>	