

# The Friends of Urambo and Mwanhala

## Information & Code of Conduct for School visits to the Tabora Region

FUM has been arranging school exchange visits to the Tabora Region since 1984 and has developed considerable expertise at managing these. Nearly three hundred students and staff have made the trip, some visiting very isolated communities, and all have had a wonderful time. Over its fifty plus years of operation in the Tabora Region FUM has built up an excellent working relationship with our Tanzanian friends and should your visit be supported by us you will benefit from that goodwill.

- We have experienced officers in the UK who are able to give advice during the planning stage as well as reliable contacts in the Tabora Regional Government who will assist you during your visit.
- Moreover we can also arrange transfer of funds to your link school, thus removing one of the major headaches of planning a school visit, (remember many Tanzanian schools do not have a properly supervised bank account). What is more, if funds are transferred via FUM, we are able to ensure they reach the correct recipient and are spent as intended.
- Finally we may be able to assist with your transfer through Dar es Salaam.

You are welcome to use our services but then must follow our guidelines which have been developed jointly with our Tanzanian partners. These have been put in place in order to minimise the disruption to the work of local government officials, to ensure that they are not overloaded with visitors, to ensure that your hosts are not faced with unreasonable demands and to ensure that your visit runs as smoothly as possible and does not cause any offence or friction with your hosts.

### CODE OF CONDUCT

- Schools using the services of FUM must agree to follow our recommendations as given below and in the **compulsory paragraphs highlighted in yellow**.
- Other paragraphs contain advice only but nevertheless you are strongly advised to take heed of it.
- FUM will make a small charge of £50 to cover our administration costs.
- To use the guidance of FUM you should first make contact with one of our school link officers and discuss the general outline of your visit.
- The FUM Secretary and Tanzania Link Officer will be made aware of your proposed visit and will discuss its feasibility
- FUM will then recommend travel dates for you, knowing the difficulties and constraints our Tanzanian colleagues are working under, and whether or not there are other schools visiting at the same time.
- FUM will be unable to support visits by schools other than within the recommended dates.
- If required FUM can put schools in touch with a reliable source of airline tickets and our contact to guide you through Dar es Salaam.
- The School must arrange electronic transfer of funds for travel costs from Dar es Salaam to Tabora Region. Our contact will send appropriate bank account details.

If the school wishes FUM to make this transfer we will expect the school to refund FUM the bank transfer fee (currently £15). A bank receipt will be provided.

- FUM can arrange money transfer to Tabora ahead of your visit, to pay for essentials in advance. Just what needs to be paid before your arrival will become apparent during the planning stage.
- FUM may ask party leaders to visit and report back on a FUM project located near their hosts.
- FUM will require a short report of the visit to be written for us to publish in our Newsletter, with a few photos.
- During fund-raising efforts, schools are permitted to use FUM material and to name FUM as a sponsor of their expedition. This entitles Gift Aid to be claimed.
- FUM can offer advice to teachers completing their Risk Assessment for the trip.

## GENERAL PRINCIPLES

- **CoC All visits should have a clear and agreed purpose other than adventure and tourism. This will be important when trying to raise sponsorship; FUM will not lend its support to visits unless they have a clear educational and philanthropic purpose.**
- Visits require a large amount of planning, effort and expense at the UK end and at the Tabora end and so it is essential that the outcome of the visit is likely to outweigh the costs. **While educational benefit is hard to quantify it is important that benefit to UK students is not the only outcome.**
- Visits should arise out of an existing relationship and exchange of letters, pupil work, photos, etc. and preferably should be a natural development of an existing link.
- **CoC Needs dictate that the UK partner must be the source of funding for any link or exchange. As far as possible school visits should be reciprocal and so costs for the return visit must be built into the fund-raising from the outset.**
- It is beneficial to start any link with an initial fact-finding visit by one or two teachers who will be able to identify suitable development projects for a future student visit to undertake.
- **CoC All development projects should arise from the needs of the partner school or village rather than from ideas generated by the UK end of the link. Any proposal must be discussed with the Regional Planning Department and with the District Authorities - FUM can assist here.** There is a Regional Development Plan and it is important that any capital project accords with this and is feasible and sustainable; it will then be properly supported by the local authorities. They will cost the project and ensure that the required experts and specialists are available to see it through to completion. The Regional Planning Officers will be able to advise you if, and give reasons why, a proposed project may not be the best option for the recipient school or village.
- If you have difficulty identifying a suitable project it may be possible for your school to support and become involved in a FUM project. If you wish to consider this option you should contact the FUM Hon Secretary.
- Once a student visit has been agreed and a project identified, the selection of students must be made with care. The Regional Planning Office is able to recommend maximum numbers which will depend upon the place visited. As a guide twelve students and two or more teachers should be considered the norm although visits to secondary schools could accommodate rather more.

## VISIT TIMINGS

To minimise problems of transport, extremes of climate and mosquitoes it is best to visit Tabora in our summer, their dry season. There are almost no mosquitoes, the roads are all passable, the days aren't too hot (typically 26C), the humidity is very low and the nights are cool (typically 16C) so it is easy to sleep.

An alternative time is Christmas/New Year which is the gap between the November short rains and the main rains which can start as early as mid January. At Christmas it is hotter and more humid so there are more mosquitoes; even so it is not unpleasant. You will have to allow a week for travelling and should stay for at least a week at your destination if you are visiting one location only. Ten days to a fortnight at a location is ideal.

## STUDENT SELECTION

Students should be selected carefully using the school's preferred selection criteria but it should be borne in mind that during the visit students will have to:

- ✓ Go for long periods without communication with their families
- ✓ Experience long and tedious transport delays
- ✓ Eat food they are not used to
- ✓ Go without the food and creature comforts they are used to
- ✓ Make their own entertainment
- ✓ Behave in a friendly and outgoing manner towards their hosts
- ✓ Be sensitive to the expectations of their hosts
- ✓ Act as ambassadors of their school and communities
- ✓ Attend functions and ceremonies they would rather avoid
- ✓ Dress in a manner which is respectful to the culture of their hosts
- ✓ Show appreciation for all that is done for them
- ✓ Work hard
- ✓ Live in very close proximity to the other members of their group
- ✓ Remain cheerful and polite even when very tired

## COSTS

### **The air ticket**

A variety of carriers operate the London - Dar es Salaam route. We have used just about all of them. All of the major airlines are helpful and may allow a larger baggage allowance if they are warned you are a school party - important if you plan to take school or other equipment with you..

### **Hotel in Dar es Salaam**

Plenty of these with varying prices. Count £25 per person per day in Dar es Salaam to cover everything. If you use our contact he will discuss this with you by e-mail, book the hotel for you, meet you at the airport and get you to your hotel. Unless you want to be, you need not be in Dar es Salaam for more than two days at each end of your trip. Alternatively use the Salvation Army Hostel which is cheap but safe and convenient.

### **Transport to Tabora**

Plane, bus or train. Plane is expensive and bus cheapest. The train journey is about 30hrs and first class (two to a compartment around £30 each way) 2<sup>nd</sup> class (six to a compartment is cheaper). Our contact can book tickets if given sufficient warning, It is also possible (and advisable) to arrange a travelling companion to act as escort if wanted but then his expenses (approx £100) must be paid. The bus has become a good alternative now that the tarmac road extends all the way to Tabora. It is possible to book an entire coach at little extra cost. This is the recommended way to travel.

### **Hotel in Tabora**

This will be booked for you by your hosts. Good quality and not expensive. Costs will be notified in advance but are less than in Dar es Salaam, allow about £20 per day with meals.

### **CoC Transport to school/village**

This might be by local government vehicle. Here there may be problems as vehicles are in short supply and so may not always be available when required. However their use is more or less free, the drivers being government employees. You will however be asked to pay for the diesel and the wear and tear – obviously the cost will depend on where you go.

This option is available only to those groups working through FUM. Other groups will have to use the local public transport or else hire a vehicle and driver/s.

### **CoC Accommodation in the school or village**

You will be guests and so there will be no direct charge for your accommodation and all food and bottled water will be provided. It is a good idea to take sheet sleeping bags and mosquito nets (buy these locally). To ensure that your hosts are not out of pocket you should hand over £8 per day per person (in Tanzanian shillings). To do that you should ask the advice of the visit co-ordinator, an official from the District. They know to expect this sum and will advise you how best it should be paid. If you make any gift of money on top of this subsistence fee it is always wise to hand it over in the company of a District official. Sometimes the District official may suggest that the subsistence fee should be handed over as a public gift rather than as a straight fee; depending on village politics, etc. You should accept their advice and act accordingly.

### **CoC Personal Gifts**

Many people will be involved in the arrangements for your visit. These include: School Head Teacher, teachers, Parents Association Chairman and Committee, Village Chairman, District Officials. It is well to have small gifts for these people. Nice pens, diaries, calendars, calculators, cameras, clocks and the like, which you can get your local sponsors to provide. Schools are happy to receive any equipment you offer but be careful with textbooks as these are heavy and often not suited to the Tanzanian school syllabus. It is best to ask what you should bring. From the students perspective there is nothing better than footballs and netballs and team strips. The more the better as footballs particularly have a short life in Tanzania due to the abrasive ground conditions.

## **OTHER ISSUES**

### **Health**

You should all have the required vaccinations well before you leave – consult your GP.

A Yellow Fever Vaccination Certificate is now not required for entry into Tanzania.

Meningitis vaccination is recommended. Rabies is a different matter (you are unlikely to meet any rabid dogs but some bats carry rabies) and all the local hospitals and larger medical centres have stocks of anti rabies serum. All these injections are expensive but we

reason that most school students in your party are reaching the age when they will be travelling around the world and will need these vaccinations anyway. Their parents may feel the cost of anti rabies immunisation to be worthwhile.

Malaria is the big problem as it will be all around you. AVOID getting bitten by mosquitoes. Use plenty of insect repellent particularly on legs and ankles – in our experience mosquitoes love hiding under tables waiting for you to sit down. You must ensure all students follow their regime of anti malaria prophylaxis. There are big problems with Larium and so anyone deciding to use this should start the course at least three weeks before departure so that possible psychological effects appear in time to change drug.

There isn't much you can do about snakebite but it is extremely unlikely. Students just mustn't go running about in the bush particularly at night. AIDS is a big problem and so activities which are likely to expose students to risk are to be avoided at all cost. Diarrhoea is always a problem and can be dealt with using the normal travellers' remedies. Only once has a stomach upset been serious (amoebic dysentery caused by eating an ice cream bought from a street vendor).

Take a comprehensive medical kit including all the various common drugs and dressings. Also one party member should be the paramedic – get advice from your doctor. A list of the party members' blood groups and some 'giving sets' are a worthwhile precaution.

The District Hospitals are well staffed but short of facilities and drugs. Broken bones will be a problem so if you play soccer, be careful.

A trip to the dentist before departure is essential, dental treatment available is rudimentary.

### **CoC Food and Drink**

Almost everywhere this is wholesome and tasty although you must be careful about the food from street vendors. Meat is on the tough side but excellent, eggs are good, rice, ugali (maize porridge), vegetables, groundnuts and fruit will be served. All are organic and top class although some maize is GM variety. There is no problem for vegetarians but those with severe nut allergies are advised not to visit. If there is a problem with food it is the lack of variety, the same thing will be served most days cooked in the same way.

Bottled water is available as are bottled fizzy drinks (fanta, coke, etc.), local beer (Safari Lager) is good but strong. These drinks have to be shipped from Dar es Salaam or Mwanza and so are expensive. Don't expect your hosts to provide them you must buy them yourself.

Wherever you visit you will be provided with food. Students should be made aware that they must show pleasure at being offered food and must eat a little even if they are not hungry.

Group leaders must be alert for students purchasing the local spirit (Konyagi) which is very cheap and available just about everywhere.

### **Accommodation**

This will depend on the hosts but will be the best available. Water for washing, etc. is always a problem but will be provided by your hosts often at considerable cost. Impress on students that it is a valuable resource and not to be wasted. Toilets will usually be of the Long-Drop type. Cleanliness is essential. Take some toilet paper for the journey, (flat packs of sheets are better than rolls).

### **Washing**

Learn to use water sparingly. Soap and toiletries can be bought in Tanzania but it is probably easier to take them. Travel Wash, cold-water detergent is a good idea. Tanzanian ladies seem to appreciate clothes pegs and in the past these have been useful. Often your

washing will be done for you but should be paid for. **Do not expect underwear to be washed for you, this must be done yourself.**

### CoC Clothing

Cotton is best, avoid synthetics materials. Although daily wear will be casual, (Tee-shirts, shorts, sandals), boys should have at least one long sleeved shirt and a pair of smartish cotton trousers for formal occasions. A tie is optional. Group leaders will find a lightweight jacket useful to help them look the part. Away from tourist areas used to western styles, girls should dress carefully. A good tip is to see how village girls are dressed and act accordingly. Girls should not wear shorts but loose, long trousers have become acceptable although many older women are shocked by them. Buying and wearing a Kanga is highly recommended. A long pair of lightweight cotton slacks for the evening is a good idea as is a lightweight waterproof for the rain showers near the coast. Tabora is at just over 1000m altitude and with the low humidity of August and clear skies it can feel cool at night and so a light sweatshirt or equivalent is a good idea. Floppy hats are useful as are sunglasses. Nose and face studs are not a good idea. Don't take valuable watches or jewellery. In the past most students have taken costume jewellery and given it away as gifts at the end of their stay. Raid the charity shops, friends and neighbours for costume jewellery which will be highly appreciated by ladies and school girls in Tabora. Because the sun is mostly very high in the sky and sunbathing is not usually on the list of activities serious sunburn is not likely. Provided a hat is worn and the face protected, there isn't a problem. Even so sunscreen is important, moreover its application seems to cause much amusement. Tanzanian ladies like cosmetics so take creams and soaps for personal use and as gifts. It is a good idea to pack all clothes in plastic bags as these protect from the ubiquitous red dust and are useful to hold gifts at the end of your trip.

Most pupils give the majority of their clothes away at the end of their trip so select what is taken with this in mind.

### CoC Electrical Goods

A small torch is a good idea and you will need one on the train or bus. In fact good, Chinese-made torches can be bought very cheaply almost anywhere in Tanzania and batteries to fit them are readily available. ipods, etc. are fine but be sure to take care of them. AA batteries may not be easy to buy so take some spares. Cameras are a must but remember to ask permission before taking photos. **Never take photos of police or soldiers without permission, your camera will be confiscated.** If you take a photo and promise to send the picture to the subject, **make sure you keep your promise!**

Mobile phones are an issue for School Group Leaders. Experience shows that pupils who phone home can easily become upset and also upset anxious parents so it is best to discourage their use. Reception is good in Tanzania so the group leaders should have phones one of which can retain its UK SIM card as emergency contact and for regular bulletins home. For the others it is best to purchase PAYG SIM cards locally; these SIM cards are cheap and available everywhere.

### CoC Books and games

No TV so plenty of time to kill. **Take and keep a diary to record your feelings and impressions.** Visiting Tabora will be the experience of a lifetime and you will want to be able to look back on it and re-live the experiences. Take paperbacks which can be shared amongst the group, give them away (to the local library or school) at the end of your trip. Packs of cards are a boon and what is more, make fine gifts. Good quality playing-cards are hard to find in Tanzania and card-playing is a national recreation. Frisbees are a good idea as are tennis balls to throw around; you will soon gather a crowd of kids if you start a

game during the day. If you play an instrument try to take it or at least a cheaper one (don't take the Stradivarius!). The group should learn and practise some songs and if you can manage a dance routine as well, you'll be a big hit. Everywhere you go you will be entertained by singing and dancing, so it is as well to be able to reciprocate.

FUM

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