

NAURU AIRLINES

CHILDREN TRAVELLING ALONE – UNACCOMPANIED MINOR POLICY

If you wish to transport an Unaccompanied Minor on any Nauru Airlines flight, there are a number of things you **MUST** do to ensure the Unaccompanied Minor is uplifted on the service booked and not denied travel at the airport:

1. Unaccompanied Minors.

- a. An “Unaccompanied Minor” is a child (or children) between the ages outlined below who is not accompanied by their parent, guardian or a person 15 years or older or more nominated by their parent or guardian. This also includes children travelling in a different class or cabin to their parent or guardian.
 - 5-11 years old (inclusive); or
 - 12-15 years old whose parent or guardian have requested that they travel as an Unaccompanied Minor (if no request is made, the child will travel without special arrangements).
- b. Infants and children aged from 0 to 4 years inclusive cannot travel as an Unaccompanied Minor on a Nauru Airlines flight.

2. Booking Unaccompanied Minors.

- a. You must book the child as an Unaccompanied Minor at the time of booking the flight.
- b. To ensure the highest level of service is delivered to all guests, the maximum number of Unaccompanied Minors able to travel on any given flight is 5. No additional bookings for Unaccompanied Minors will be accepted after this maximum has been reached.
- c. You will be asked to provide information about your child’s name, date of birth, any special instructions (such as self-administered medications) and contact details for parents/guardians, and the persons who will deliver and collect the child from points of departure and arrival.
- d. A booking for an Unaccompanied Minor cannot be arranged where:
 - the flight itinerary includes connecting flights, an overnight stopover or the last flight of the day;
 - the flight itinerary includes a flight not operated by Nauru Airlines (even if it has an ON flight number). These flights must be booked directly with the operating carrier;
 - your child is unable to consume food and beverages on their own, or attend the toilet on their own (including getting to and from the onboard toilet); or
 - your child carries or requires medication, unless your child can comply with the requirements in clause 6 below.

3. **Fare and supervision fee.** In addition to the applicable fare, a supervision fee of \$0 applies to each Unaccompanied Minor and must be paid at the time of booking. This fee is to cover some of the costs of the additional services and facilities required for a comfortable and enjoyable flight experience for children travelling alone.

4. Unaccompanied Minor Form.

- a. The Nauru Airlines Unaccompanied Minor form must be completed for each Unaccompanied Minor travelling, signed by the child’s parent/guardian and presented at check-in for each flight. The name and signature must match the details recorded in the

booking. You can download the Unaccompanied Minor form at <https://www.nauruair.com/travel-info/before-you-fly/special-requests/unaccompanied-minors>

- b. The 'Declaration of Parent/Legal Guardian' section of the form must only be signed by the child's parent or legal guardian.
 - c. Personal information of the child and the person escorting the child at departure will be documented on the Unaccompanied Minor form, and therefore may be viewed by any person picking up the Unaccompanied Minor.
5. **Passport, visa and other travel documents.** The Unaccompanied Minor must hold his or her own valid passport and all country specific travel documents, including any visas or authorisation letters. The person making the booking on behalf of the Unaccompanied Minor should make enquiries sufficiently in advance of travel with the consulates or embassies of each country to check that all requirements are met.
6. **Children Travelling with Medication (including over-the-counter).** Children travelling alone must be capable of self-administering their medication in order to travel. Nauru Airlines staff are not generally authorised to administer medication. Medication is defined as any medicine from a doctor or dentist (on prescription) and from a pharmacist or over-the-counter. Examples of over-the-counter medication may include Panadol, antihistamines, and hydro-cortisone creams/ointments. For children who travel with medication, you will need to ensure the following:
- a. make sure you notify Nauru Airlines at the time of booking;
 - b. advise Nauru Airlines of any allergies or any special requirements; and
 - c. organise a letter from the child's doctor if your child needs to carry medication, which may include carrying an Adrenalin Auto Injector and Ventolin inhalers. The letter from the child's doctor must:
 - be dated within two years of the date of travel;
 - be written in English;
 - confirm that the child is capable of identifying the need for the medication; and
 - confirm that the child can self-administer it.
7. **Delivery and collection of minor.**
- a. The booking must include the name and contact details of the:
 - person/s who will deliver the child to our check-in staff (**Delivering Guardian**); and
 - person/s who will collect the child from our staff (**Collecting Guardian**).
 - b. Only a parent, guardian or another person who is 15 years of older nominated and approved by the Unaccompanied Minor's parent or guardian is eligible to be a Delivering Guardian or Collecting Guardian.
 - c. Where delivering an Unaccompanied Minor to the airport, please you must arrive at check-in no later than 2.5 hours before departure. The Delivering Guardian must provide acceptable photo ID to our staff at the time of delivery of the child. The Unaccompanied Minor will not be accepted for check-in if the photo ID is not provided at check-in.
 - d. The Delivering Guardian must remain at the airport until the flight has departed (is in the air).

- e. The Collecting Guardian must provide acceptable photo ID to our staff at the time of collection. The Unaccompanied Minor will not be handed over unless acceptable photo ID of the collecting person/s is produced at time of collection.
 - f. If the Unaccompanied Minor is not met at the destination:
 - Nauru Airlines may take whatever reasonable steps it considers necessary, which may mean returning the Unaccompanied Minor to the airport of departure;
 - Nauru Airlines will take reasonable steps to notify the parent/guardian who signed the Unaccompanied Minor form of the steps taken; and
 - The parent/guardian who signed the Unaccompanied Minor form, Delivering Guardian and Collecting Guardian will be jointly and severally responsible and must pay Nauru Airlines on demand for any costs it has or may reasonably incur in taking such action.
 - g. Acceptable forms of photo ID are a valid national passport, valid motor vehicle driver's licence or other photo identification card issued by a national authority.
 - h. Each of the Delivering Guardian and Collecting Guardian must be contactable by our staff, using the contact details provided, for the entire time the child is unaccompanied.
8. **Refusal of carriage.** We reserve the right to refuse carriage where we are not satisfied that all requirements in this policy have been met. Without limiting the above, the Unaccompanied Minor may be required to show proof of age on request at check-in. A birth certificate, birth extract or passport is suitable for identification for an Unaccompanied Minor. Boarding may be refused if this is not provided.