**Guiders – Keep this form and submit as part of the** [**Safe Guide Retention Package**](https://mz.girlguides.ca/web/MZ/Guider_Resources/Safe_Guide_SubPages/SGPC_Form.aspx)**.**

Activities are organized according to Girl Guides of Canada’s Safe Guide. Safe Guide sets procedures for activity management including supervision, training, equipment, and health matters. A copy of Safe Guide is available from [www.GirlGuides.ca](http://www.girlguides.ca/).

**If your daughter/ward has any needs or disabilities that may require accommodation, disclosing and discussing them with us will help us accommodate her.**

**Parents/Guardians – please keep this sheet for your information!**

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| ACTIVITY INFORMATION | | | | | | |
| Name of activity: Camp Skills Day | | | | | Today’s date: Sept 10, 2024 | |
| Unit Name(s): 1st Layer Cake Guide Unit | | | | | | |
| Council: Monashee Area | | | District or Administrative Community: Layer Cake Dist | | | |
| Responsible Guider: Sally Guider | | | | | Cost (including GST/HST): $ 5 | |
| Activity Start | | Date: October 25, 2024 | | Activity End | | Date: October 25, 2024 |
| Time: 5pm | | Time: 3pm |
| **List of planned activities:** *(Not enough space? Attach an activity plan to this form)*  We are going to have fun outdoors using our camp and outdoor skills to cook on a camp stove, make a campfire and roast marshmallows and make a demonstration shelter. | | | | | | |
| A detailed itinerary is attached: Yes  No | | | | | | |
| **Third Party Service Provider (TPSP) Activity Facilitators**  List all TPSPs that will be present during the activity and what services they will provide. *(Not enough space? Attach another page to this form)* | | | | | | |
| A TPSP waiver is attached and required to be completed in order to participate. | | | | | | |
| Location Information | | | | | | |
| Location or facility name: Camp Arbuckle | | | | | Contact number: 250-123-4567 guider cell | |
| Address: | 4550 Carrs Landing Rd Lake Country BC V4V 1C5 | | | | | |
|  | Street Address City/Town Prov Postal Code | | | | | |
| Brief description of facility/site: Guide Camp with buildings, campsites, grass fields and pit toilets | | | | | | |
| For overnights, type of accommodation:  Meeting hall  Camp Building  Tent  Hotel  Hostel  Other (please list): | | | | | | |
| Supervision | | | | | | |
| Minimum supervision ratios will be Supervisors 1 to girls 7.  Mandatory minimum supervision ratios can be found in [Safe Guide](https://mbr.girlguides.ca/Documents/MZ/SafeGuide/SafeGuide.pdf). | | | | | | |
| How will girl be supervised during the activity? For overnight include information about where girls and Guiders be sleeping and how girls will be supervised overnight. *(Not enough space? Attach another page to this form)*  Supervision will be provided as follows: (Guiders - please briefly explain how supervision will be managed)  Guiders will be with or near youth at all times.  Canoe training will be facilitated by GGC member with Paddle Canada Intermediate Tandem Caoeing certification  Handwashing/sanitizidng will be available.  Food will be provided: (snacks and tin foil dinners which the Guides will cook | | | | | | |
| Transportation Information | | | | | | |
| Parent/guardian/caregiver will provide transportation to and from activity:  Yes  No | | | | | | |
| Arrangements for transportation: Parents responibility | | | | | | |
| Drop-off time: 11am | | | | Drop-off location: camp parking lot | | |
| Pick-up time: 4pm | | | | Pick-up location: camp parking lot | | |
| **Drivers must ensure that owner of a vehicle has appropriate insurance.** Because of the way vehicle insurance is organized in Canada, coverage is only available through the vehicle owner. The owner is responsible for maintaining their vehicle insurance and for any injury to anyone or physical damage to their vehicle, another vehicle, resulting from its use for a GGC sanctioned activity. | | | | | | |
| What to bring *(Not enough space? Attach kit list to this form)* | | | | | | |
| Spending money: $ 0 | | | | Equipment: sit upon, day pack, pocket knives | | |
| Food: provided by unit, bring full water bottle, dishes, utensils, insulated mug | | | | Other: hat, rain gear, waterproof shoes | | |
| Clothing: dress for the weather in tech smart clothing - no jeans | | | | Kit list attached: Yes  No | | |

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| **For more info before the activity:** | **Contact information during the activity:** |
| Guider’s name: Guider's name and nickname | Guider’s name: Guider's name and nickname |
| Phone number: Guider's cell # | Phone number: Guider's cell |
| E-mail: Unit RG contact's email | E-mail: |