

## Science World Sleepovers with Girl Guides - January to March 2025 - FAQs for Guiders

**Registration:** Registration opens on Tuesday, November 26 at 12pm Pacific. Each date has its own Doubleknot registration page on the provincial event calendar at [www.girlguides.ca/bc](http://www.girlguides.ca/bc). Units are strongly encouraged to come with multiple date choices (there are six identical events being offered at Science World) to increase the likelihood you can get registered.

Registration for the sleepovers is by unit only. Districts or others may not bulk-buy. One unit volunteer should plan to be online when registration opens. We require unit-specific info about you, your branch, your youth needs, etc.

We anticipate these will sell out quickly (past similar events have sold out within 10-20 mins), and we thank you for your understanding as these are 100% volunteer-powered activities and our venue will only allow us to book limited dates this year due to other operational needs and non-GGC bookings. We hope to revisit these events in the future and will prioritize groups that didn't attend in 2024-2025 if we are able to repeat them.

For best results, using a laptop or desktop computer is recommended (instead of a phone or tablet), so you can view all fields and navigate the form with ease. Payment will be withdrawn from unit accounts via Unified Banking within one to two weeks of registration; no action is required by your treasurer. Ticket purchases on registration day are final and refunds are not available. Youth tickets may be transferred to other youth as appropriate, e.g. if you have a spare ticket and wish to invite another child to come with you, and we do not collect youth names until 14 days prior.

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| <b>Information collected at the time of registration - have this ready for Tuesday, November 26 at 12pm</b>  |
| Full unit name (e.g. 1st Anytown Sparks)   |
| Unit banking number (e.g. xxxxxx - 6 digits)   |
| The registering/contact Guider's name, email address, phone number   |
| Full names, iMIS numbers, and any first aid certifications of all participating adults (this is required for our Safe Guide submission and unlisted/unscreened adults will be unable to attend and will be turned away on the night-of; no parent "guests" or non-member tagalongs may attend)<br><i>*If you have a child with medical/behavioural/other needs that require 1:1 support by a screened Support Person who has completed a Police Records Check with GGC (contact <a href="mailto:screening@girlguides.ca">screening@girlguides.ca</a>), please email <a href="mailto:diamondsinger@gmail.com">diamondsinger@gmail.com</a> with details, to receive registration instructions in advance of Nov 26</i> |
| Number of youth tickets you're purchasing for registered GGC youth members (purchases are final and non-refundable, but you will not be asked for youth names or other youth info until 14 days before your event date, so can swap in other youth if an unexpected cancellation occurs)   |
| How many free parking spots you anticipate needing for Guiders staying overnight, if any   |
| Any special support/accessibility/dietary needs of youth or adults (and names of those members) - we can only accommodate if communicated in advance   |

**Paperwork:** Safe Guide forms (SG.1 and SG.2) will be shared only with registered units, sent by email after registration. As units are asked to consider first/second/other date choices to increase the likelihood they can participate, you would be unable to collect signatures on SG.2s until knowing your date, as any permission/paperwork is specific to that event. Units are also not guaranteed to be successful in purchasing tickets due to high demand, so having caregivers sign a SG.2 afterwards reduces their confusion that their child is guaranteed to participate and helps them understand that it's pending confirmation. The event organizer coordinates a SG submission on behalf of all units. If you are adding other elements, note that you may require Safe Guide assessment of your own, if they are yellow or red activities (example: an additional night in Vancouver).

**Refund policy:** Ticket purchases on registration day are final and refunds are not available. Youth tickets may be transferred to other youth up until 14 days prior, when the final youth participant list is due.

**Conduct Expectations:** Please review the enclosed "Conduct Expectations" document with your youth and adults. Units or individuals not upholding the expectations may be asked to leave with no refund and at their family's expense/logistics for early exit. At a large, special, exciting event, we can only have fun and be safe if everyone contributes to a positive environment.

**Arrival:** Registration starts at 6:15pm. Everyone must be on-site by 6:30pm. We recommend youth be dropped off between 6:00-6:15pm. Gather with your unit outside the front entrance and send one Guider to see the organizers once units are invited to check in. At least one Guider should arrive early so you can gather your arriving youth and encourage families to depart to clear space for other arriving youth.

**Parking:** Parking is free for Guiders. We expect the lot to be busy with parent drop-offs so arrive early to claim a spot for overnight use. You must enter the building to pick up a free parking pass. Do not pay for parking as Science World cannot reimburse you for fees paid. Do not leave any belongings in your vehicle overnight due to break-in/theft concerns.

**Food:** An evening snack and hot breakfast buffet will be served. Groups/participants must have dinner before the event starts. Special dietary needs must be provided at the time of registration in order to be accommodated.

**Technology:** These will be phone-free events for all youth, regardless of age. This is strictly enforced and Guiders are expected to assist with enforcement of this expectation. See the Conduct Expectations document for full details.

**Ratio:** 1 free adult supervisor registration will be provided to units for every full patrol of 5 Sparks/Embers or 7 Guides/Pathfinders/Rangers. To ensure as many youth as possible can participate, units must only bring ratio adult supervisors for their patrols. Units with a partial patrol may bring 1 supervisor as that patrol leader, with a fee of \$25+GST for that extra adult. (Ratio Example A: Ember unit has 14 youth who want to attend, sends 2 full patrols (5 youth + 5 youth) and 1 partial patrol (4 youth), receives 2 free adults for 1:5 full patrol ratio, pays for 1 adult for the partial 4-person patrol of fewer than 5 youth. Ratio Example B: Ranger unit has 3 youth who want to attend, sends 1 partial patrol (3 youth), pays for 1 adult for the partial 3-person patrol of fewer than 7 youth.) Additional adults will be unable to attend due to a limited and firm venue capacity, as extra adults will result in us turning youth away, and our priority is providing a great youth experience as a girl empowerment organization.

**Support person(s):** If a youth member requires a Support Person to provide 1:1 assistance for their special needs (e.g. mobility, toileting, food/eating, medication, supervision, etc.) to be registered with your unit, or if any accessibility info is required about the sleepover, please email the event contact (diamondsinger@gmail.com) with more information about this request, before registering.

**Luggage storage:** Entry/storage is not available before or after the event. Please make your own arrangements for how to transport or manage luggage. A simple recommendation, if your unit is travelling by public transportation or wishes to do other activities before/after without carrying your bags around on foot, would be to have one adult drive a 'gear vehicle'.

**Gifts/Souvenirs:** All participants will receive a Girl Guide crest. There are no other shopping opportunities during the event so no spending money is required.

**Ins/outs:** There are no in/out privileges during the event or late entries / early departures. All participants should plan to stay from evening start to morning end.