**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: Spark Ember Day: Space Explorers at Camp | Today’s date: 3/24/2025 |
| Unit Name(s): Oakwoods, Maplewoods, Pinewoods and Birchwood |
| Council: Quebec | District or Administrative Community:       |
| Responsible Guider: Laura Jackson | Cost (including GST/HST): $ Cost Per Girl: 10$ Cost Per Adult: 20$ |
| Activity Start  | Date: May 31st  | Activity End  | Date: May 31st  |
| Time: 9:00 am (bus arrival at camp) | Time: 3:00pm (bus departue time from camp) |
| **List of planned activities:** *(Not enough space? Attach an activity plan to this form)*Explore through space while at camp! This day camp offers challenges to complete, science activities to test skills, scavenger hunts, hands on activities and an opportunity to explore Camp Peaceful Waters. Sparks and Embers along with their Parents/Temporary Guardians (of any gender) will participate in space and nature based activities located at different campsites.  The Supervision, first aid and care of the children is the responsibility of the Parents/Temporary Guardians. Guider volunteers will be on hand to assist if Parents/Temporary Guardians require further assistance with major first aid issues and a first aid station that will be set up. They can also assist if EMS needs to be called. There will be first aid kits located throughout the site.  |
| A detailed itinerary is attached: Yes [ ]  No [x]  |
| **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 Peaceful Waters | Contact number: 514-566-3657 |
| Address:  | 240 Lac Bouchette Road, Morin Heights, Quebec J0R 1H0 |
|  | Street Address City/Town Prov Postal Code |
| Brief description of facility/site: Large established Girl Guides of Canada Quebec Provincially owned campsite with several well equipped camp sites on Lac Bouchette. The terrain is hilly and uneven with hiking trails and unpaved gravel roads.  |
| 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 1 or 3.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)*Guider volunteers will be stationed at various campsites to supervise the activities. Parents/Temporary Guardians (of any gender) will be accompanying Sparks and Embers with a ratio of 1:1 to 1:3. Temporary Guardians are responsible for providing supervision throughout this event. If your child will be attending with a non-guardian adult, please list their contact information on the SG2 form under ‘contacts during activity’ so we are aware of who will be responsible for supervision of your child throughout the day.   By attending this event, all Parents and Temporary Guardians (her or him) agree to the GGC Code of Conduct. Please read over the GGC Code of Conduct attached in the registration form before attending.       |
| Transportation Information |
| Parent/guardian/caregiver will provide transportation to and from activity: [ ]  Yes [x]  No |
| Arrangements for transportation: Bussing arranged through planning team  |
| Drop-off time: 8am various departure locations around montreal area  | Drop-off location: Various departure locations, communicated after registration |
| Pick-up time: Estimated between 4 to 5pm | Pick-up location: same location as bus departure  |
| **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: $ NA | Equipment: Kit list will be provided after registration is closed |
| Food: Bagged lunch (nut free) Snacks are provided | Other:       |
| Clothing: Clothing appropriate for weather | Kit list attached: Yes [ ]  No [x]  |

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| **For more info before the activity:** | **Contact information during the activity:** |
| Guider’s name: Laura Jackson | Guider’s name: Laura Jackson |
| Phone number: 514-568-6502 | Phone number: 514-568-6502 |
| E-mail: qc-sparksembers@guidescanada.ca  | E-mail: qc-sparksembers@guidescanada.ca  |