**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 disabilities that may require accommodation, disclosing and discussing them with us will help us accommodate her.**

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

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| **WHAT - Activity Information** |
| Activity/event/camp: Downhill Skiing at Vorlage  | Today’s date: 1/17/2024  |
| Unit(s): 1st West Quebec Trex Unit ID 1841238  |
| Responsible Guider: Johanne Bottrill  | Cost (including GST/HST): No equipment rental $33.94; equipment rental $56.74 plus Tax  |
| **Activity description**: (Guiders – give a description of the overall activity, event, or camp. Try to “paint a picture” of what it will be like for the girls.)Participants will arrive at 9:00 AM for orientation, they will be fitted up for their equipment and instructed on how to wear it. At 10:00 AM they will head to the hills where they will be provided with a ski/snowboarding lesson (given their choice) prior to being allowed to go out on their own.  |
| **Purpose of Activity**: (Guiders – please provide a brief explanation of how the girls will benefit from participating in the activity.)An opportunity to learn a new skill that enables participants to learn about the benefits of winter outdoor activities. |
| **WHEN** |
| Start date & time: 2/17/2024 at 9:30 AM  | End date & time: 2/17/2024 at 4:00 PM  |
| **WHERE** |
| Location/facility name: Centre Vorlage  | Contact number: 819-459-2301  |
| Address: 65 chemin Burnside Wakefield, Quebec J0X 3G0  Street Address City/Town Prov Postal Code |
| Brief description of facility/site: Vorlage is a ski hill located at the village of Wakefield, within the municipality of La Pêche, Quebec, in the Gatineau Hills north of Ottawa, Ontario. It consists of 18 runs, 13 of which have night skiing. It was opened in 1941 and has a terrain park. |
| For overnights, type of accommodation: | [ ]  Meeting hall [ ]  Camp Building [ ]  Tent [ ]  Hotel [ ]  Hostel [ ]  Other (please list):  |
| **WHO** |
| Number of children/youth expected: 30  |
| Minimum supervision ratios will be: 1:7 :  Supervisors : GirlsMandatory minimum supervision ratios can be found in Safe Guide. |
| Supervision will be provided as follows: (Guiders – please briefly explain how supervision will be managed.)A “base” will be established in the main lodge of the building on the second floor near the cafeteria. Leaders will alternate remaining at the base for any needs the participants may have. Participants will take part in a lesson prior to being given the freedom to try their new skills on their own. At times, participants will be on the hills unsupervised.  |

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| HOW – Transportation Information |
| Parent/guardian will provide transportation to and from activity: [x]  Yes [ ]  No |
| Arrangements for transportation: N/A. |
| Departure time and location: N/A. |
| Return time and location: N/A. |
| **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. |
| Specific activities will include:(Guiders – please list the different activities the girls will be doing) | Girls will require the following:(Guiders – please attach a kit list if more space is required) |
| Warm clothes | Money: $  |
| Downhill skiing | Equipment: skis, snowboard if owned |
| snowtubing | Food:  |
|   | Clothing: dress for the weather |
|   | Other:  |
|   | Kit list attached: Yes [ ]  No [x]  |
| A detailed itinerary is attached: Yes [ ]  No [x]  |
| **If you require more information, please contact:** |
| Guider’s name: Johanne Bottrill | Guider’s name:  |
| Phone number: 873-353-3347 | Phone number:  |
| E-mail: Johanne.bottrill@gmail.com  | E-mail:  |