**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!**

|  |
| --- |
| **WHAT - Activity Information** |
| Activity/event/camp: Alberta Girls Parliament  | Today’s date: 1/25/2024  |
| Unit(s): ANY Council Pathfinders, Rangers and Guests |
| Responsible Guider: Julie Kitz  | Cost (including GST/HST): $300-$500  |
| **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.)A four night, five day event held in Edmonton in which the girls act as delegates ina session of Parliament and debate various bills. There is an out-trip to the Legislature Buidling and to West Edmonton Mall where the girls will have the opportunity to participate in optional activities includeing waterpark, shopping and live exhibits. There are special guest speakers arranged by the Executive. |
| **Purpose of Activity**: (Guiders – please provide a brief explanation of how the girls will benefit from participating in the activity.)Alberta Girls Parliament aims to make young women more informed about the parliamentary system through various activities. |
| **WHEN** |
| Start date & time: 4/3/2024 at 7 pm  | End date & time: 4/7/2024 at 1 pm  |
| **WHERE** |
| Location/facility name: Providence Renewal Centre  | Contact number: 780-305-9160  |
| Address: 3005 119 Street NW Edmonton, AB T6J 5R5 Street Address City/Town Prov Postal Code |
| Brief description of facility/site:  |
| For overnights, type of accommodation: | [ ]  Meeting hall [ ]  Camp Building [ ]  Tent [x]  Hotel [ ]  Hostel [ ]  Other (please list):  |
| **WHO** |
| Number of children/youth expected: 30 delegates  |
| 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.)Girls will be asked to use the buddy system. Guiders will maintain regular group checks when entering and exiting spaces. |

|  |
| --- |
| HOW – Transportation Information |
| Parent/guardian will provide transportation to and from activity: [x]  Yes [ ]  No |
| Arrangements for transportation: Parents to arrange transportation to Edmonton or to Calgary bus stop |
| Departure time and location: TBD for bus to Calgary |
| Return time and location: TBD for bus to Calgary |
| **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) |
| visit to provincial legislature | Money: $ spending money for WEM including waterpark entry |
| visit to West Edmonton Mall | Equipment: research for debates |
| Active Living session as per itinerary | Food: included |
| Service Project as per itinerary | Clothing: as per kit list |
|   | Other:  |
|   | Kit list attached: Yes [x]  No [ ]  |
| A detailed itinerary is attached: Yes [x]  No [ ]  |
| **If you require more information, please contact:** |
| Guider’s name: Julie Kitz  | Guider’s name: Kiran McKee |
| Phone number: 780-305-9160 | Phone number: 587-894-2294 |
| E-mail: any-agp@girlguides.ca  | E-mail: any-calgaryfamousfive@girlguides.ca |