**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: Calgary Area Guide Camp Skills | | Today’s date: 2/26/2024 |
| Unit(s): Calgary Area Guide Units | | |
| Responsible Guider: Victoria Woodward/Terry Lee Carter Squire | | Cost (including GST/HST): $50 |
| **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.)  Guide Camp Skills is to be a fun and rewarding experience for all. Being outside and experiencing the outdoors is truly a part of building fond memories. | | |
| **Purpose of Activity**: (Guiders – please provide a brief explanation of how the girls will benefit from participating in the activity.)  This event is designed to teach the youth camping/outdoor skills and to have fun! The units will be sleeping in tents and participating in organized activities. The Guides will rotate through stations including tent care, outdoor cooking, fire safety, games, hiking, compass and first aid. The activities are planned and facilitated by the Calgary Area Camping committee and other volunteers. | | |
| **WHEN** | | |
| Start date & time: 5/3/2024 at There will be an assigned time sent to your Guider on March 18 2024 | End date & time: 5/5/2024 at There will be an assigned time sent to your Guider on March 18 2024 | |
| **WHERE** | | |
| Location/facility name: Camp Jubilee | | Contact number: RG - 403-968-5379 |
| Address: 255240 and 255242 Rge Rd 42 Cochrane AB  Street Address City/Town Prov Postal Code | | |
| Brief description of facility/site: Girl Guides controlled property | | |
| For overnights, type of accommodation: | Meeting hall  Camp Building  Tent  Hotel  Hostel  Other (please list): | |
| **WHO** | | |
| Number of children/youth expected: 300 | | |
| Minimum supervision ratios will be: 1-7 :  Supervisors : Girls  Mandatory minimum supervision ratios can be found in Safe Guide. | | |
| Supervision will be provided as follows: (Guiders – please briefly explain how supervision will be managed.)  Unit Guiders will supervise their girls and Event volunteers will facilitate the stations | | |

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| HOW – Transportation Information | | | |
| Parent/guardian will provide transportation to and from activity:  Yes  No | | | |
| Arrangements for transportation: | | | |
| Departure time and location: There will be an assigned time sent to your Guider on March 18 2024 | | | |
| Return time and location: There will be an assigned time sent to your Guider on March 18 2024 | | | |
| **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) | |
|  | | Money: $ | |
|  | | Equipment: | |
|  | | Food: | |
|  | | Clothing: | |
|  | | Other: | |
|  | | Kit list attached: Yes  No | |
| A detailed itinerary is attached: Yes  No | | |
| **If you require more information, please contact:** | | |
| Guider’s name: | Guider’s name: | |
| Phone number: | Phone number: | |
| E-mail: | E-mail: | |