**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: ORCKA Basic course weekend  | Today’s date: 1/10/2024  |
| Unit(s): for Temagami area units |
| Responsible Guider: Margaret Harper  | Cost (including GST/HST): 75.00 plus HST  |
| **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.)Camp and eat with your unit and choose your ORCKA level 1& 2, 1-3 or 4 Meet your instructor and group Fri night and canoe Saturday and Sunday with breaks and 1 wet session including safety skills.Refer to “what level should I take” and the information page which includes kit list  |
| **Purpose of Activity**: (Guiders – please provide a brief explanation of how the girls will benefit from participating in the activity.)Click or tap here to enter text. To complete one or more levels of the ORKCA Basic canoeing program within Guiding , meet Guiders and youth from other units.Camp in tents at a local park  |
| **WHEN** |
| Start date & time: 6/14/2024 at 5/7 pm  | End date & time: 6/16/2024 at 3 pm  |
| **WHERE** |
| Location/facility name: Happy Holidays Campground  | Contact number: 705-569-3540  |
| Address: **7727 Hwy 11 N Temagami, Ontario P0H 2H0** Street Address City/Town Prov Postal Code |
| Brief description of facility/site: Private Campground in north Temagami on Duncan Lake  |
| For overnights, type of accommodation: | [ ]  Meeting hall [ ]  Camp Building [x]  Tent [ ]  Hotel [ ]  Hostel [ ]  Other (please list):  |
| **WHO** |
| Number of children/youth expected: up to 30 Pathfinder Trex and Rangers Unit Guiders and Instructors -  |
| 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.)3 facilitators will supervise the groups of canoers max of 5 boats for each instructor Non member canoe facilitator will be paired with Robin Walton ,a guider for the tandem group. Unit guiders provide site, meal and washroom supervision within ratio.  |

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| HOW – Transportation Information |
| Parent/guardian will provide transportation to and from activity: [x]  Yes [ ]  No |
| Arrangements for transportation: Parents to provide unless unit Guiders arrange  |
| Departure time and location:  |
| Return time and location:  |
| **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) |
| Canoeing Duncan Lake and creek  | Money: $ 0.0 |
| Land instruction and moving canoes | Equipment: see info page |
| Tent pitching, caring for own and group belongings  | Food: as arranged in your unit |
| Off site trips in pairs and groups, Guider informed | Clothing: see info page |
| General camp duties with your unit  | Other:  |
| Wet session – dumping canoes etc. | Kit list attached: Yes [x]  No [ ]  |
| A detailed itinerary is attached: Yes [ ]  No [ ]  |
| **If you require more information, please contact:** |
| Guider’s name: Margaret Harper | Guider’s name:  |
| Phone number: 705-324-9649 or C 705-340-8134 text only | Phone number:  |
| E-mail: margharper61@gmail.com  | E-mail:  |