**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: Spark and Ember Forest Friends at Camp Provincial Day Camp | | Today’s date: 3/16/2024 |
| Unit(s): Oakwoods, Maplewoods, Pinewoods and Birchwood Districts | | |
| Responsible Guider: Laura Jackson | | Cost (including GST/HST):  Cost per girl: 10$ Cost per Adult: 20$ |
| **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 journey through camp to learn about all the forest friends! This day camp offers challenges to complete, test your skills, scavenger hunt, hands on activities and explore Camp Peaceful Waters. Sparks and Embers along with their Parents/Temporary Guardians (of any gender) will participate in 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. | | |
| **Purpose of Activity**: (Guiders – please provide a brief explanation of how the girls will benefit from participating in the activity.)  Camp is fun. There is so much to see. There is much to hear. There is so much to do and learn. Our goal is to create memorable and fun experiences by highlighting Camp peaceful Waters and its programmed activities. Meet new friends, help develop coordination, motor skills, ability to think, work together, life lessons, physical activity, discover and explore enjoy nature in a supportive, non-competitive environment. | | |
| **WHEN** | | |
| Start date & time: 6/1/2024 at different bus locations with a departure time of 8 am with an expected arrival time at camp around 9.30 am | End date & time: 6/1/2024 at Return from camp by bus at 3 pm with arrival back at different bus drop off locations between 4 and 5 pm | |
| **WHERE** | | |
| Location/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 peanut or tree nuts free 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. There is no smoking, vaping or alcohol permitted on the premises. | | |
| For overnights, type of accommodation: | Meeting hall  Camp Building  Tent  Hotel  Hostel  Other (please list): | |
| **WHO** | | |
| Number of children/youth expected: 100 | | |
| Minimum supervision ratios will be: 1:1 : 1:3  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.)  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. | | |

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| HOW – Transportation Information | | | |
| Parent/guardian will provide transportation to and from activity:  Yes  No | | | |
| Arrangements for transportation: Bussing being arranged through the planning team | | | |
| Departure time and location: 8 am at various departure locations in and around Montreal | | | |
| Return time and location: Depends on the drop off bus locations. Estimated between 4 and 5 pm | | | |
| **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) | |
| Nature Exploration acitvities | | Money: $ | |
| Crafts and Games | | Equipment: None | |
| Exploring the fairy forest | | Food: Bagged Lunch (Snacks will be provided) | |
| Learning about local wildlife | | Clothing: Please dress according to the weather, using sun safety practices. | |
|  | | Other: Kit list and itinterary will be sent out with an information package after registration closes. | |
|  | | Kit list attached: Yes  No | |
| A detailed itinerary is attached: Yes  No | | |
| **If you require more information, please contact:** | | |
| Guider’s name: Laura Jackson | Guider’s name: | |
| Phone number: 514-568-6502 | Phone number: | |
| E-mail: qc-sparksembers@guidescanada.ca | E-mail: | |