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

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

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| --- | --- | --- | --- | --- | --- | --- |
| ACTIVITY INFORMATION | | | | | | |
| Name of activity: The Elements, Activity Day: overnight | | | | | Today’s date: Aug 30/24 | |
| Unit Name(s): | | | | | | |
| Council: | | | District or Administrative Community: Community One | | | |
| Responsible Guider: | | | | | Cost (including GST/HST): $ 40.00 | |
| Activity Start | | Date: Oct tbd | | Activity End | | Date: Oct tbd |
| Time: tbd | | Time: tbd |
| **List of planned activities:** *(Not enough space? Attach an activity plan to this form)*    Join Community 1 as we celebrate the Elements together.  You will participate in games, crafts, song and activities that are centered around the Earth, Water, Fire and Air.  Hot lunch and special event crest included.  An optional unit swapping activity opportunity will be available at the end of the day. | | | | | | |
| A detailed itinerary is attached: Yes  No | | | | | | |
| **Third Party Service Provider (TPSP) Activity Facilitators**  List all TPSPs that will be present during the activity and what services they will provide. *(Not enough space? Attach another page to this form)* | | | | | | |
| A TPSP waiver is attached and required to be completed in order to participate. | | | | | | |
| Location Information | | | | | | |
| Location or facility name: Bryerswood Optimist Camp | | | | | Contact number: 5197266266 | |
| Address: | 6480 Texas Road, Amherstburg Ontario N0R 1J0 | | | | | |
|  | Street Address City/Town Prov Postal Code | | | | | |
| Brief description of facility/site: | | | | | | |
| For overnights, type of accommodation:  Meeting hall  Camp Building  Tent  Hotel  Hostel  Other (please list): | | | | | | |
| Supervision | | | | | | |
| Minimum supervision ratios will be Supervisors 1 to girls 5.  Mandatory minimum supervision ratios can be found in [Safe Guide](https://mbr.girlguides.ca/Documents/MZ/SafeGuide/SafeGuide.pdf). | | | | | | |
| How will girl be supervised during the activity? For overnight include information about where girls and Guiders be sleeping and how girls will be supervised overnight. *(Not enough space? Attach another page to this form)*  This is a unit event and all units need to come to approprate ratio for the event. Girls will travel around the camp as groups  Units wishing to camp, can do one night or both. They can do buildings or tents. with the understanding if in buildings the day event gets precedent | | | | | | |
| Transportation Information | | | | | | |
| Parent/guardian/caregiver will provide transportation to and from activity:  Yes  No | | | | | | |
| Arrangements for transportation: | | | | | | |
| Drop-off time: 9;15 | | | | Drop-off location: at camp | | |
| Pick-up time: Arranged per unit | | | | Pick-up location: at camp | | |
| **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. | | | | | | |
| What to bring *(Not enough space? Attach kit list to this form)* | | | | | | |
| Spending money: $ | | | | Equipment: | | |
| Food: | | | | Other: provided by units | | |
| Clothing: dress for the weather | | | | Kit list attached: Yes  No | | |

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| --- | --- |
| **For more info before the activity:** | **Contact information during the activity:** |
| Guider’s name: | Guider’s name: |
| Phone number: | Phone number: |
| E-mail: | E-mail: |