**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: Bike Friends Forever, Sunday Morning | | | | | Today’s date: August 30, 2024 | |
| Unit Name(s): Multi-unit event, hosted by West Coast Area | | | | | | |
| Council: West Coast | | | District or Administrative Community: N/A | | | |
| Responsible Guider: Diamond Isinger | | | | | Cost (including GST/HST): $ 40 | |
| Activity Start | | Date: Sun, December 1 | | Activity End | | Date: Sun, December 1 |
| Time: Drop off between 8:45-9am | | Time: Pick up at 12:30pm sharp |
| **List of planned activities:** *(Not enough space? Attach an activity plan to this form)*  Pedal with your pals at Bike Friends Forever for Sparks/Embers/Guides! Participants will be provided with bikes or scooters and required helmets and knee/elbow pads to borrow, try new skills with the guidance of BMX instructors, and enjoy other bike-related activities, including mechanics and first aid - rotating through a total of three hour-long activity stations.    Kids should come prepared to participate and be aware that this activity requires some basic ability to use bikes, balance bikes, or scooters to get the most out of the experience. This event does not include "bike 101" instruction about how to ride a bike/scooter for those who have never been on a bike/scooter before; instructors will share new techniques and demonstrate skills. BMX bikes are available in various heights/sizes, but younger youth or other participants who would be more comfortable on child-size scooters or balance bikes will have the options to borrow those instead for their on-bike time and practice the same skills; smaller ramps and flat practice areas are also available for those not confident on the pump tracks. All participants must be willing and able to wear standard safety equipment provided at the event, including helmets, knee/elbow pads, etc.    All participants are required to attend the full experience from start to end (no late arrivals or early departures). The fee includes: Bike/scooter loans and borrowed safety gear, instruction, a special event crest, and various supplies.  Please bring/wear: Uniform shirt, fitted pants, running shoes or similar lace-up secure athletic shoes, hair tie or other way to keep hair out of your face, water bottle, nut-free snack, signed forms. The GGC Permission Form and NSBP Waiver are mandatory. NO EXCEPTIONS. | | | | | | |
| 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)*  North Shore Bike Park supplies all bikes/scooters, helmets, elbow/knee pads, and general instruction and support for youth by staff/coaches during their time on bikes/scooters. | | | | | | |
| A TPSP waiver is attached and required to be completed in order to participate. | | | | | | |
| Location Information | | | | | | |
| Location or facility name: North Shore Bike Park | | | | | Contact number: 604-969-0888 | |
| Address: | Capilano Mall - 943 Marine Dr, North Vancouver, BC, V7P 1S3 | | | | | |
|  | Street Address City/Town Prov Postal Code | | | | | |
| Brief description of facility/site: 65,000 sq ft indoor bike park inside a shopping mall | | | | | | |
| 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)*  Youth will be accompanied by their Unit Guiders throughout the various activity rotations within the park. The NSBP is booked privately for this event and all participants within the facility will be GGC members supervised by adult Guiders. | | | | | | |
| Transportation Information | | | | | | |
| Parent/guardian/caregiver will provide transportation to and from activity:  Yes  No | | | | | | |
| Arrangements for transportation: As determined by your unit | | | | | | |
| Drop-off time: | | | | Drop-off location: | | |
| Pick-up time: | | | | Pick-up 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. | | | | | | |
| What to bring *(Not enough space? Attach kit list to this form)* | | | | | | |
| Spending money: $ N/a | | | | Equipment: N/a - all bikes/scooters/helmets/pads provided at facility | | |
| Food: Nut-free snack and water bottle | | | | Other: | | |
| Clothing: Wear your GGC uniform shirt, fitted pants (e.g. leggings) that knee pads can comfortably fit over top of, tie hair back or otherwise style to keep it out of your face, wear running shoes or other secure lace-up shoes | | | | Kit list attached: Yes  No | | |

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| **For more info before the activity:** | **Contact information during the activity:** |
| Guider’s name: Your Unit Guiders | Guider’s name: Diamond Isinger, Event Organizer |
| Phone number: | Phone number: 778-882-1994 |
| E-mail: | E-mail: diamondisinger@gmail.com |