**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: Pedals & PJs, Friday Night Sleepover | Today’s date: August 30, 2024 |
| Unit Name(s): Multi-unit, hosted by West Coast Area |
| Council: West Coast | District or Administrative Community: N/A - Area event |
| Responsible Guider: Diamond Isinger | Cost (including GST/HST): $ 55 |
| Activity Start  | Date: Friday, November 29 | Activity End  | Date: Saturday, November 30 |
| Time: Drop-off from 5:45-6:00pm | Time: Pick-up at 8:15am |
| **List of planned activities:** *(Not enough space? Attach an activity plan to this form)*Guides/Pathfinders/Rangers will borrow BMX bikes or scooters, helmets, and pads, try new skills on indoor tracks or flat areas, and enjoy mechanic demos, first aid, songs, and an overnight stay. Basic comfort on a bike or scooter will help youth get the most out of the experience and all will be required to wear safety accessories. All youth must attend from evening start to morning end (e.g. no partial-event attendees or late arrivers) as interconnected learning and safety instructions will be shared throughout. A GGC Permission Form and NSBP Waiver are MANDATORY and hard/printed copies must be completed in full by a parent or legal guardian before youth may participate - no exceptions. |
| A detailed itinerary is attached: Yes [x]  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)*NSBP instructors will provide advice, demos, etc, to help youth build confidence on ramps or in flat areas as their skill/comfort allows. NSBP will loan all bikes/scooters, helmets, and elbow/knee pads.  |
| [x]  A TPSP waiver is attached and required to be completed in order to participate. |
| Location Information |
| Location or facility name: North Shore Bike Park, Capilano Mall | Contact number: 604-969-0888 |
| Address:  | 943 Marine Drive, North Vancouver BC, V7P 1S3 |
|  | Street Address City/Town Prov Postal Code |
| Brief description of facility/site: 65,000 sq ft indoor bike park in a shopping mall |
| For overnights, type of accommodation: [ ]  Meeting hall [ ]  Camp Building [ ]  Tent [ ]  Hotel [ ]  Hostel [x]  Other (please list): See above |
| 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 and Guiders will choose a spot in the indoor park to set up beds and remain in the same area together. Guiders are available to assist with any overnight issues. On-site private washrooms are available for overnight use and first aid assistance is provided for any needs that arise. |
| Transportation Information |
| Parent/guardian/caregiver will provide transportation to and from activity: [x]  Yes [ ]  No |
| Arrangements for transportation: As determined with Unit Guiders |
| 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: $       | Equipment:       |
| Food:       | Other: See kit list |
| Clothing:       | Kit list attached: Yes [x]  No [ ]  |

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