

Guiders – Keep this form and submit as part of the [Safe Guide Retention Package](#).

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.

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!

ACTIVITY INFORMATION			
Name of activity:Smiths Falls Community Band Concert		Today's date:Nov. 1, 2024	
Unit Name(s):Community 25 - East			
Council:ON		District or Administrative Community: 25	
Responsible Guider: Peggy Vink (Harmony!)		Cost (including GST/HST): \$	
Activity Start	Date: Apr. 30, 2025	Activity End	Date: Apr. 30, 2025
	Time:7:00 pm		Time:8:00 pm
List of planned activities: <i>(Not enough space? Attach an activity plan to this form)</i> 1. Enjoy a variety of music (Unit's Own, My Mighty Mind) 2. Enjoy a community band (Unit's Own, Local Communities) 3. Introduction to a variety of band instruments (Unit's Own, Art Studio) 4. How to conduct (Unit's Own, Art Studio) 5. Fellowship with GGC sisterhood (Unit's Own, Spirit of Guiding)			
A detailed itinerary is attached: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
Third Party Service Provider (TPSP) Activity Facilitators List all TPSPs that will be present during the activity and what services they will provide. <i>(Not enough space? Attach another page to this form)</i> <input type="checkbox"/> A TPSP waiver is attached and required to be completed in order to participate.			
LOCATION INFORMATION			
Location or facility name:Smiths Falls District Collegiate Ins		Contact number:	
Address: 299 Percy St.,	Smiths Falls	ON	K7A 5M2
Street Address	City/Town	Prov	Postal Code

We protect and respect your privacy. Your personal information is used only for the purposes stated on or indicated by the form. For complete details, see our Privacy Statement at www.girlguides.ca or contact your provincial office or the national office for a copy.

Brief description of facility/site: High School Cafetorium

For overnights, type of accommodation: <input type="checkbox"/> Meeting hall <input type="checkbox"/> Camp Building <input type="checkbox"/> Tent <input type="checkbox"/> Hotel <input type="checkbox"/> Hostel <input type="checkbox"/> Other (please list):
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SUPERVISION

Minimum supervision ratios will be Supervisors _____ to girls _____.
Mandatory minimum supervision ratios can be found in Safe Guide .

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. <i>(Not enough space? Attach another page to this form)</i>
Unit supervision ratio is only required for unaccompanied youth.

TRANSPORTATION INFORMATION

Parent/guardian/caregiver will provide transportation to and from activity: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Arrangements for transportation:

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:
Clothing: Girl Guide uniform	Kit list attached: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

For more info <u>before</u> the activity:	Contact information <u>during</u> the activity:
Guider's name: Peggy Vink (Harmony!)	Guider's name:
Phone number:	Phone number:
E-mail: ggc_harmony@icloud.com	E-mail: