**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!**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| ACTIVITY INFORMATION | | | | | | |
| Name of activity: ARTS Day for Guiders, Pathfinders, Rangers | | | | | Today’s date: November 13, 2024 | |
| Unit Name(s): | | | | | | |
| Council: Chinook Area | | | District or Administrative Community: | | | |
| Responsible Guider: Chris Burton | | | | | Cost (including GST/HST): $ 0 | |
| Activity Start | | Date: January 25, 2025 | | Activity End | | Date: January 25, 2025 |
| Time: 1:00 pm | | Time: 3:00 pm |
| **List of planned activities:** *(Not enough space? Attach an activity plan to this form)*  Theme: Nature  Craft: bird feeder, tangrams  Activities: O Deer! and Head band game  Food preparation of fruit flowers etc chocolate fondue  Nature Jeopardy, Hunt for Wildlife Trade | | | | | | |
| 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: Hall | | | | | Contact number: 4033821418 | |
| Address: | 411 11 Street South Lethbridge AB | | | | | |
|  | Street Address City/Town Prov Postal Code | | | | | |
| Brief description of facility/site: hall and small meeting rooms, kitchen with multiple washrooms | | | | | | |
| 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 7.  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)*  Girls move in small groups led by a Guider to stations run by Guiders.  Guides assist girls as needed with the activities. | | | | | | |
| Transportation Information | | | | | | |
| Parent/guardian/caregiver will provide transportation to and from activity:  Yes  No | | | | | | |
| Arrangements for transportation: none | | | | | | |
| Drop-off time: 1:00 pm | | | | Drop-off location: 411 11 Street South Lethbridge | | |
| Pick-up time: 3:00 pm | | | | Pick-up location: 411 11 Street South Lethbridge | | |
| **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: Water Bottle | | |
| Clothing: | | | | Kit list attached: Yes  No | | |

|  |  |
| --- | --- |
| **For more info before the activity:** | **Contact information during the activity:** |
| Guider’s name: Chris Burton | Guider’s name: Chris Burton |
| Phone number: 4033821418 | Phone number: 4033821418 |
| E-mail: any-chinookoperations@girlguides.ca | E-mail: any-chinookoperations@girlguides.ca |