**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: TNA Snowball 2025 | Today’s date: Nov 7, 2024 |
| Unit Name(s): Thompson Nicola Area units |
| Council:       | District or Administrative Community:       |
| Responsible Guider: Taryn Krause | Cost (including GST/HST): $ 10.50 |
| Activity Start  | Date: Saturday Jan 18, 2025 | Activity End  | Date: Saturday, Jan 18, 2025 |
| Time: 7:00pm | Time: 9:00pm |
| **List of planned activities:** *(Not enough space? Attach an activity plan to this form)*Mingling and meeting new friends, Dance Party and games, some snacks provided. |
| A detailed itinerary is attached: Yes [ ]  No [x]  |
| **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: TRU Grand Hall | Contact number: 250-371-5660 |
| Address:  | 805 TRU Way, Kamloops, BC V2B 0C8 |
|  | Street Address City/Town Prov Postal Code |
| Brief description of facility/site: 5400 Square foot facility located on Second floor of Campus Activity Centre, will be setup with tables, chairs and dance floor. |
| 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 15.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 supervised by their Unit Guiders at all times, as well as Event Organizers/Other Guiders. Buddy system will be place for any bathroom visits. Guiders will be monitoring entry and exit doors.  |
| Transportation Information |
| Parent/guardian/caregiver will provide transportation to and from activity: [x]  Yes [ ]  No |
| Arrangements for transportation:       |
| Drop-off time: 7 pm | Drop-off location: TRU Campus Activity Centre Rotunda |
| Pick-up time: 9 pm | Pick-up location: TRU Campus Activity Centre Rotunda |
| **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: Water Bottle | Other:       |
| Clothing: Formal wear or whatever they feel fancy and fabulous wearing.  | Kit list attached: Yes [ ]  No [x]  |

|  |  |
| --- | --- |
| **For more info before the activity:** | **Contact information during the activity:** |
| Guider’s name: Taryn Krause | Guider’s name: Taryn Krause |
| Phone number: 250-571-5597 | Phone number: 250-571-5597 |
| E-mail: monarchdistrictsecretary@gmail.com | E-mail: monarchdistrictsecretary@gmail.com |