**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: Vorlage Ski & Snowboarding Day | Today’s date: Oct. 27, 2024 |
| Unit Name(s): 1st Aylmer Quebec Pathfinder/Ranger Guiding Unit |
| Council:       | District or Administrative Community: 29 |
| Responsible Guider: Johanne Bottrill | Cost (including GST/HST): $ Various |
| Activity Start  | Date: Feb. 15, 202 | Activity End  | Date: Feb. 15, 2025 |
| Time: 9:30 AM | Time: 4:00 PM |
| **List of planned activities:** *(Not enough space? Attach an activity plan to this form)*Participants will arrive by 9:30 for orientation, they will be fitted up for their equipment and instructed on how to wear it. At 10:30 AM, participants will head to the hills where they will be provided with a ski or snowboarding lesson prior to being permitted to go out on their own.  |
| 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)*Centre Vorlage  |
| [x]  A TPSP waiver is attached and required to be completed in order to participate. |
| Location Information |
| Location or facility name: Centre Vorlage | Contact number: 819-459-2301 |
| Address:  | 65 chemin Burnside, Wakefield, Quebec J0X 3G0 |
|  | Street Address City/Town Prov Postal Code |
| Brief description of facility/site: Vorlage is a ski and snowboarding facility located in the village of Wakefield,within the municipality of La Peche, Quebec, in the Gatineau Hills north of Ottawa, Ontario. It consists of 18 runs, 13 of which have night skiing. It was opened in 1941 and has a terrain park. |
| 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)*A 'base' will be established in the main lodge of the building on the first or second floor (dependant upon the vendor the day of the event). Leaders will alternate remaining at the base for any needs the participants may have. Participants will take part in a leson prior to being given the freedom to try their new skills on their own. At times, participants will be on the hills unsupervised. An appropriate helmet (not hockey or bike helmet) is mandatory for all participants. Participants will be reminded during orientation that no racing is permitted.  |
| Transportation Information |
| Parent/guardian/caregiver will provide transportation to and from activity: [x]  Yes [ ]  No |
| Arrangements for transportation:       |
| Drop-off time: 9:00 - 9:30 AM | Drop-off location: 65 chemin Burnside RoadWakefield, Quebec (Main Lodge) |
| Pick-up time: 4:00 PM | Pick-up location: Same as drop off 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: $ TBD | Equipment: if available, own ski equipment, snowboard |
| Food: TBD | Other: Helmet |
| Clothing: dress for the weather and the activity | Kit list attached: Yes [ ]  No [x]  |

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| **For more info before the activity:** | **Contact information during the activity:** |
| Guider’s name: Johanne Bottrill | Guider’s name: Johanne Bottrill |
| Phone number: 873-353-3347 | Phone number: 873-353-3347 |
| E-mail: johanne.bottrill@gmail.com | E-mail: johanne.bottrill@gmail.com |