**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: Cupcakes and Candles 2025 | Today’s date:December 6, 2024 |
| Unit Name(s):Guide and Pathfinder units of Monashee Area |
| Council: Monashee Area | District or Administrative Community:       |
| Responsible Guider:Barb Wilson | Cost (including GST/HST): $45 |
| Activity Start  | Date: February 21, 2025 | Activity End  | Date: February 23rd, 2025 |
| Time: 6:30 pm | Time:11 am |
| **List of planned activities:***(Not enough space? Attach an activity plan to this form)*Girls will do crafts, games and activities designed to have them reflecting on the symbolism and values of WAGGGS and exploring what it has meant to be a Girl Guide and Girl Scout over the years. Youth will present a station of their own making, representing a WAGGGS country and spend the day cycling through the stations put on by all the units as well as doing activities from the WTD 2025 challenge booklet.  |
| 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)*noTPSPs |
| [ ] A TPSP waiver is attached and required to be completed in order to participate. |
| Location Information |
| Location or facility name:Camp Arbuckle Girl Guide Camp | Contact number: 250-469-3017 |
| Address: | 14750 Carrs Landing Road Lake Country BC V4V 1C5 |
|  | Street Address City/Town Prov Postal Code |
| Brief description of facility/site: This is a Girl Guide camp with a main building with a dining area, kitchen and multipurpose room and the camp has a dormitory building  |
| For overnights, type of accommodation: [ ] Meeting hall[x] Camp Building[ ]  Tent[ ]  Hotel [ ] Hostel[ ]  Other (please list):       |
| Supervision |
| Minimum supervision ratios will beSupervisors 1 to girls7.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 will be working as a group on activities and will be in one building. Regular checks on the girls will be done. Girls and Guiders will be sleeping together in the dormitory in assigned rooms and washrooms are immediately accessible. |
| Transportation Information |
| Parent/guardian/caregiver will provide transportation to and from activity: [x] Yes[ ]  No |
| Arrangements for transportation:n/a |
| 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: $ 0 | Equipment: station requirements |
| Food: provided | Other: as on kit list |
| Clothing: suitable for weather | Kit list attached: Yes [x]  No [ ]  |

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| **For more info before the activity:** | **Contact information during the activity:** |
| Guider’s name:Barb Wilson | Guider’s name:Barb Wilson |
| Phone number:250-469-3017 | Phone number:250-469-3017 |
| E-mail:guiderbarbw@gmail.com | E-mail:guiderbarbw@gmail.com |