**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:   C-32 Maple Syrup at Tiffin | | | | | Today’s date: | |
| Unit Name(s):      Sparks, Embers, Guides, Pathfinders, Rangers | | | | | | |
| Council:      Ontario | | | District or Administrative Community:      C-32 | | | |
| Responsible Guider:     Terry Wykurz | | | | | Cost (including GST/HST): $24.86 | |
| Activity Start | | Date: March 29, 2025 | | Activity End | | Date:    March 29, 2025 |
| Time:     9:30 am | | Time:     3:30 pm |
| **List of planned activities:** *(Not enough space? Attach an activity plan to this form)*  **3-part day -Total number of girls will be divided in half with lunch staggered. Half start the tour, then lunch, then Additional Programming. Balance start Additional Programming, then lunch, then the tour**   1. Sugar Bush Tour - 7 stations - Photosynthesis, Sugar Bush Management, Indigenous Method, Early Settler Method, Modern Method and Sugar House, Pipeline, Amazing Maze or Yoke Races 2. Pancake Lunch - incl. in cost - 2 pancakes with syrup and hot chocolate 3. One additional Programme Session - Predator or Prey, Winter Wildlife, Winter Survival | | | | | | |
| A detailed itinerary is attached: Yes No X - as outlined above | | | | | | |
| **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)*  **Tiffin Centre for Conservation staff who will facilitate and lead all activities.** | | | | | | |
| A TPSP waiver is attached and required to be completed in order to participate. NO | | | | | | |
| Location Information | | | | | | |
| Location or facility name:     Tiffin Centre for Conservation | | | | | Contact number:   705-424-1479 | |
| Address: | 8195 8th Line Utopia ON L0M 1T0 | | | | | |
|  | Street Address City/Town Prov Postal Code | | | | | |
| Brief description of facility/site:   Conservation area | | | | | | |
| 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     8 .  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)*  **Each participating Units manage to Safe Guide Ratio attending for their unit plus the Buddy system.** | | | | | | |
| Transportation Information | | | | | | |
| Parent/guardian/caregiver will provide transportation to and from activity: Yes X No | | | | | | |
| Arrangements for transportation: Your own | | | | | | |
| Drop-off time:      9:15 - 9:30 am | | | | Drop-off location:    Picnic Pavilion Parking | | |
| Pick-up time:    3:30 pm | | | | Pick-up location:    Picnic Pavilion Parking | | |
| **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: $ TBA for Maple Syrup (option) | | | | Equipment: | | |
| Food: your own snacks/drink/water bottle | | | | Other:   Backpack | | |
| Clothing: weather appropriate with boots | | | | Kit list attached: Yes No X | | |

|  |  |
| --- | --- |
| **For more info before the activity:** | **Contact information during the activity:** |
| Guider’s name:   Julie Millington | Guider’s name: |
| Phone number:    705-794-6053 | Phone number: |
| E-mail:      [juliemjobs@hotmail.com](mailto:juliemjobs@hotmail.com) | E-mail: |