

## Guidelines for Parents in helping to prepare for an Activity / Camp / Sleepover

As you can appreciate preparing for an activity, camp or sleepover is a time consuming process. The administration, planning, form filling, preparation etc. can take weeks or months to complete, and as our group grows in size, so does the logistics of organising any such event.

We have experienced some problems on recent camps so I thought it would be appropriate to highlight some of the difficulties and where you as parents / guardians can help.

- We give out the details as early as possible and ask that you reply and pay any monies by a given date. This is so we know how many people are going and can plan accordingly.

**Please respond by the dates given.**

- Health forms must be completed before each camp and should be handed in at least a week before the camp starts. They should include up-to-date contact details; all dietary requirements; illnesses; allergies etc. If they take medication what is it? Why do they take it? How often and what dosage? Any changes over that week should be passed on to the section leader.

This is the only information we have about the health of your child, what medication they are taking and how to contact you in an emergency.

Comments like "*He knows how much to take and when.*" are pretty useless when your child is unconscious!

**Please complete the health forms accurately and completely, and include all relevant information.**

- Location of the Activity / Camp / Sleepover. We will give you details of where the event is happening including: a map, directions, an address etc. as appropriate, and an itinerary of what we will be doing.

**Should you have to come to camp it is important that you know where we are and how to get there.**

- Home contact is the method we use to convey important information between you and the camp site. It is important that you follow their instructions. It is not always easy to contact us on camp; especially if we are dealing with a problem. Please remember we are responsible for the welfare of **all** the young people on the activity or camp.

**Do not ring the leader at camp to confirm what the home contact has just said.**

- We do our best to keep your child healthy and happy but illness, injury, or plain old home sickness can happen, and we have to decide when it is in the child's best interest to send them home or to hospital.

**It is your responsibility to collect your child from an activity, camp or hospital, so you must make sure that someone is available at all times during the Activity / Camp / Sleepover.**



- Kit list of what you need to provide for the Activity / Camp / Sleepover. This will vary according to the type of activity or camp, the duration and the time of year. One person without a cup is an inconvenience, but one person without the proper protective clothing for the weather conditions is potentially dangerous.  
If you do not have a certain piece of equipment, let us know in plenty of time and we can often advise on where to buy things or sometimes be able to loan equipment.

**Please read the kit list provided and make sure that you have all the required kit.**

- Packing kit into a kit bag and knowing what is packed. It is very frustrating for leaders when a child says *"My Mum didn't pack this for Me."* or *"I don't know where my Mum packed it."* The child usually gets a response along the lines of *"Well why don't you pack your kit bag yourself and that way you'll know where things are in it?"*

**Please ensure your child knows what kit has been packed and where it has been packed in their bag.**

- Lost items of clothing or equipment. After an Activity / Camp / Sleepover there is always lost or unclaimed kit and it cannot always be found and returned to the relevant child. No responsibility for the personal equipment / clothing and effects can be accepted by the leaders and The Scout Association does not provide automatic insurance cover in respect to such items.

**Please label all kit or mark it in some way that it can be identified so that it can be easily returned.**

- All activities will be run in accordance with The Scout Association's safety rules.

**Finally if there is any way that we can help with preparing for the Activity / Camp / Sleepover please let us know.**