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**Leader Information Pack**

**Arrival**

On the day, please arrive for **9:30am** and head towards the gazebo & arrival area. You can set up your gazebo here if you have bought one and meet all you participants. Please send one adult leader to base camp with an up-to-date registration list of names of people (including leaders) who are attending on the day.

At base camp you will be given wrist bands for everyone attending. Please write a leader’s phone number on the wrist band in case we need to contact you.

Sessions will start at **10am.**

**Departures**

Departures will be around 4pm. The day will finish at 3:30pm. Please ensure you have all your group members and meet at the gazebo area for a final goodbye.

**Registration list**

Please have 2 copies of the registration list for the day. One for yourselves to keep and one to hand in at base camp on arrival so we can monitor who is on site. This should be each person’s full name and Girlguiding membership number including leaders.

**Groups**

There will be 4 groups on the day and each group will have an hour in each zone yellow, blue, red and green. All sessions are one hour long.

When your time is up please move on to the next zone to make the most out of you experience.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Climbing Wall, zip wire and fan descender | Paddle Sports and archery | Axe throwing and disc golf | Tubing |
| 9:30 – 10:00 | Welcome | | | |
| 10:00 -11:00 | Yellow | Blue | Red | Green |
| 11:10 – 12:10 | Green | Yellow | Blue | Red |
| 12:15 – 13:00 | LUNCH | | | |
| 13:15 – 14:15 | Red | Green | Yellow | Blue |
| 14:20 – 15:20 | Blue | Red | Green | Yellow |
| 15:30 – 16:00 | Fair well and departure 16:00 | | | |

**Sessions**

All sessions are que and do meaning you can take part in all the sessions or just the ones you want to. Have a go and get back in the que to go again. Aim further, climb higher, paddle quicker but most of all do what you want in each section. If one activity is popular join another que!

Leaders please stay with your group to supervise and offer encouragement to your unit.

**Food and drinks**

Hot and cold drinks will be made available for leaders in the base camp building so don’t forget you cup 😊

There will be squash available for Guides, Rangers & Young Leaders. Please ensure they bring a re-usable bottle, however no glass bottles please.

Please note this event is nut free. Please ensure that no body brings any nut products to the event due to severe allergies.

**Toilets**

Toilets are located on the map.

**Valuables**

Please do not bring valuables including mobile phones to the event.

**\*Girlguiding West Mercia and Girlguiding UK accepts NO responsibility for damage or loss to any personal property including but not limited to; mobile phones, air pods, sports watches, cameras, ipads.\***

**Kit list**

Please see kit list separately on event page

**Consent & information form, and home contact**

Please ensure that you have distributed, collected, and have with you a consent & information form for each person attending. Additionally, please ensure that you have set up a home contact.

**Badge & Gift**

These will be given to the leader at registration to distribute among your unit.