

Brucknell Park Scout Camp - General Conditions for Hire

It is the responsibility of each group to ensure that campers understand and follow Brucknell Park rules and procedures. Each group must have a competent leader in charge to liaise with Brucknell Park management. Brucknell Park recommends a ratio of one leader to ten campers (1:10). The group leader is responsible for camper supervision at all times.

DAILY DUTIES

Brucknell Park is to be maintained in a clean condition by the campers.

Catered groups are to provide duty groups to set and clear tables, and wash and dry the dishes for each meal. Other daily cleaning duties may be required and will be specified by Brucknell Park management. **Self-catered groups** are responsible for cleaning and maintaining all areas in a hygienic manner.

DRINKING WATER

Rainwater tanks provide drinking water. All white outdoor taps are non-drinking water. For health & safety, campers are requested to not drink from those signified non-drinking water taps.

WHAT TO BRING:

Sleeping bag, blankets, pillow, bed linen, towel, toiletries, personal needs, clothes & torch.

ARRIVAL/DEPARTURE

Campers must not enter the camp prior to the allocated time and must not overstay the allocated departure time. It is the responsibility of the group leader to convey the safety briefing to the campers according to Brucknell Park management directions.

EMERGENCY PROCEDURES

(i) Procedures. Emergency procedure notices are posted throughout Brucknell Park and campers should make themselves familiar with the arrangements.

(ii) Fire Fighting Equipment. Extinguishers, fire hoses and smoke detectors are vital and are located around the site. These should not be tampered with or removed.

(iii) Fires. No fire or BBQ may be lit on the property without permission of Brucknell Park management. Fire restriction signs and Total Fire Ban Days must be strictly observed. Fire exits are as marked around the entire campsite. The Safety Assembly Area is duly signposted and is the large oval near the Coleman Hall.

PROPERTY

(i) Damage and loss. All breakages and losses to Brucknell Park property or equipment are to be reported to Brucknell Park management. They will be invoiced to the group. Brucknell Park takes no responsibility for the loss or damage to personal property. Campers are only permitted to access the buildings to which they have been allocated.

(ii) Parking. All vehicle parking is strictly at the owner's risk and only in designated car parks.

(iii) Speed restrictions. Speed restrictions (15kph) apply and are strictly enforced.

(iv) The environment. Brucknell Park is a Land for Wildlife. No camper is permitted to bring firearms, animals or pets onto the property or to disturb the natural environment. Garbage and recyclable materials are to be placed in designated areas.

(v) Smoke free environment. All buildings at Brucknell Park are designated smoke free zones.

(vi) Alcohol. May only be consumed with approval prior to arrival at the campsite.

(vii) Out of bounds areas. All workshops, sheds, residences, surrounding property and creek are 'out of bounds'. Other areas including work sites, specialised activities (ropes courses, cub jungle, obstacle & initiative courses) are 'out of bounds' as directed by Brucknell Park management. These activities can only be accessed with the prior approval of Brucknell Park management and under adult supervision.

TELEPHONE

(i) Emergency calls. Emergency procedures and phone numbers are located at the gold phone under the long verandah at Coleman Hall.

(ii) Private calls. A gold telephone is available. Campers can be contacted on 03) 5566 5181

FIRST AID

First aid is the responsibility of campers. Campers must provide their own first aid equipment and trained staff.

PROGRAMS

Programs and activities are only available with approval prior to arrival at Brucknell Park. The following specialised activities are available at Brucknell Park: initiative and trust activities; compass and orienteering trails; and bushwalking. Brucknell Park reserves the right to withdraw equipment or access to activities should the camper group not provide suitably trained, qualified or experienced activity leaders, or be found abusing equipment. When Brucknell Park management, and/or sub-contracted activity providers demonstrate, lead or instruct an activity they will take responsibility for the technical skills and related safety of campers. Group leaders are responsible for the supervision and behaviour of campers at the activity, to and from the activity, for those campers awaiting their turn and 1st aid.

No specialised activities are to be undertaken without the prior approval of Brucknell Park management.

GROUP LEADERS

It is the group leader's responsibility to ensure that:

- Campers under 18 years of age have appropriate **parent/guardian consent** to attend the camp.
- Each camper has completed a **health/medical record sheet**.
- The campsite's **illness and injury register** is filled out for all such incidents.
- The Campsite is provided with a written **list of camper names**.
- All day visiting members of the group are advised of the campsite's safety briefing and 'general conditions of hire'.
- Safety issues associated with self led off-site excursions are identified and the necessary precautions taken.
- Campers adhere to Sun safety strategies.
- Bedwetters, sleepwalkers & campers under 6 should not sleep on top bunks.
- Brucknell Park activity management are advised of camper medical conditions or behaviour that may arise and may place the campers or others at risk.

TERMINATING THE OCCUPANCY

Brucknell Park reserves the right to terminate the occupancy without notice for breach of the *General Conditions for Hire*. Brucknell Park management are empowered to take action as deemed necessary for the proper conduct of the camp.

MINIMUM NUMBERS

A minimum charge exists for the hire of Brucknell Park. Please refer to the Brucknell Park 'Booking Form and Hire Agreement'.

BEHAVIOUR

Care and commonsense should be taken in all buildings. Group leaders are asked to remind campers to respect each other, others personal property, the Park, and the environment. Food and drink may only be consumed in the dining room, BBQ shelter areas or out of doors.

The management of Brucknell Park take pride in presenting the facilities and grounds in an aesthetic, clean, safe and hygienic manner and we welcome your feedback for further improvements.

Please take the time to fill in our short survey and suggestion box.