



THE PROGRAM:

This **program** is an Area or Inter Area Hosted basic camping event for Pathfinders. Units apply as patrols, and will come with their own equipment and food. The Hostess Committee can determine the cost per person, depending on the cost of the facility, the expenses for the Hostess Committee, and the cost of the toque that can be ordered through the BC Camping Committee. You will schedule the date that best suits your location. It can be a snow camp, rain camp or sun camp, all in a wilderness setting 'Under the Boughs'.

PURPOSE:

The purpose of this event is to encourage more opportunities for girls to meet new people in their Area, and neighboring Areas, and to learn new camping skills. This event is for those units who just love to camp, share, and be in the outdoors.

HOSTESS RESPONSIBILITIES:

- Book a campsite large enough to provide adequate camping space for each patrol
- **Advertise the event in** your Area and neighboring Areas.
- Put together a Core Staff Team including a Responsible Guider and First Aider.
- Follow the Safe Guide.
- Communicate with participants all pertinent information in regards to the event.
- Meet and Greet, assign camp sites.
- Provide program challenges that will encourage mingling with the patrols.
- **Plan** Camp Fire Friday and Saturday night.
- Provide a personal kit list.
- Provide a patrol equipment list.
- Collect photo releases.
- Send the order form for the Under the Boughs Toques to BC Camping Committee 4 weeks before the event.
- **Follow the** Core Competencies (Attached) when planning the activities, and during the weekend.



PATROL RESPONSIBILITIES:

- Come prepared with all patrol equipment
- Prepare menus and bring all food items required for the weekend
- Complete all appropriate Safe Guide forms.
- Be responsible for all girls in the patrol
- Participate with any program provided by the Hostess Committee
- Be willing to help where ever needed

BC CAMPING COMMITTEE RESPONSIBILITIES:

- Provide 'Under the Boughs' Packet
- Provide direction as required
- Fill orders for Toques

SUGGESTED TIMELINE

14 WEEKS PRIOR:

- Discuss with your Area/Areas and receive approval from your Councils
- Contact the BC Camping Committee. An information package will be sent or emailed to you.

12 WEEKS PRIOR:

- Book the facility
- Build your Hostess Committee
- Prepare the prospectus and application forms

10 WEEKS PRIOR:

- Advertise the event and provide reasonable time to receive them back before the event

6 WEEKS PRIOR:

- Receive applications and fees

4 WEEKS PRIOR:

- Communicate with the Patrols who are attending giving them further information including what program they may need to be prepared for in advance, Kit List, Patrol Equipment List, Arrival Times, list of Safe Guide Forms to complete, Emergency Contact persons name and information, send Health Forms in to First Aid person.
- Send Registration and Order Form to BC Camping Committee for the Under the Boughs Toques

2 WEEKS PRIOR:

- Complete the C2a and have the Commissioner and Camp Adviser sign
- Forward participants list and contact information to the Emergency Contact Person
- Prepare welcoming kits for the Patrols to include a schedule, sign up sheets for activities, program, campfire

CAMP WEEKEND:

- Have a great time!

1 WEEK AFTER:

- Complete the C2b and return to the Camp Adviser
- Complete the finances of the event, and a financial summary for the supporting Area Council
- Complete the evaluation and send to BC Camping Committee



Registration and Order Form

Thank you for volunteering to host Under the Boughs. Please complete the following registration information:

Area: _____ Division: _____

District: _____ Date of Event: _____

Location of Event: _____

Responsible Guider: _____ # of Core Staff _____

Mailing Address: _____

Email: _____

of Participants: _____ # of Toques: _____

Please send a cheque made out to Girl Guides of Canada – for \$8.00 per toque

Name of Commissioner who signs C2a: _____ Phone: _____

Name of Camp Adviser who signs C2a: _____ Phone: _____

Under the Boughs toques can be provided in advance at the stated cost but we do require at *least four weeks* notice. Toques will be mailed to the responsible Guider.

Please forward completed form and cheque for toques to Girl Guides of Canada, 1476 W 8th Ave. Vancouver, BC V6H 1E1. Attention: Camping Committee - Under the Boughs or fax to 604-714-6645