THE PROGRAM:

This program is an Area or Inter Area Hosted basic camping event for primarily Pathfinders. However, Rangers may also enjoy the camp. Units apply as patrols, and will come with their own equipment and food. Alternately, the Hostess committee can supply the 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 and crest that can be ordered through the BC Camping Committee. The style of the toque changes yearly but the cost remains at $8 per toque. Crest costs are $1.00 for BC units and $1.50 plus $5.00 shipping for others. 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
- Provide a camp evaluation form
- Assure all girls have signed photo releases. If they have not, be sure they are not included in photos that are to be published
- Send the order form and payment for the Under the Boughs toques to BC Camping Committee 4 weeks before the event.
- Use the OAL Go Camping document (available at https://www.girlguides.ca) when planning your event. Be certain all Safe Guide requirements are met and all forms are submitted for assessment.
- Prepare menus and food if Core staff chooses
PATROL RESPONSIBILITIES:

- Come prepared with all patrol equipment
- Prepare menus and bring all food items required for the weekend if this is not being done by Core Staff
- 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 wherever needed

BC CAMPING COMMITTEE RESPONSIBILITIES:

- Provide direction as required
- Fill orders for toques

SUGGESTED TIMELINE:

14 Weeks Prior:
- Discuss with your Area/Areas and receive approval from your Councils

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

10 Weeks Prior
- Advertise the event including an application. Be sure to allow reasonable time to receive returned applications

6 Weeks Prior
- Receive application and fees

4 Weeks Prior
- Communicate with the Patrols giving them further information regarding program they may need to prepare in advance.
- Provide them with a kit list, patrol equipment list, arrival times, venue information and a list of Safe Guide forms to complete.
- Request Emergency Contact person's name and information and Health Forms (forms to be sent to camp First Aid person).
- Send Under the Bough Toque Order Form to BC Camping Committee.

3 Weeks Prior
- Complete all Safe Guide forms and send them to an assessor.

2 Weeks Prior
- 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
- If possible have an team evaluation meeting to review camp and make notes for next year's camp improvements
- Send a brief note and a few pictures to the BC Camping Committee (camp@bc-girlguides.org)
Toque Orders:

Under the Boughs toques ($8.00) and Under the Boughs crests ($1.00 BC Units. $1.50 outside BC plus $5.00 shipping) can be ordered from the BC Girl Guides website. Toques can be provided in advance, but please allow *four weeks* for delivery.

**To place an order:**

- **By check:** include a check made out to BC Girl Guides - BC Council and mail the check and order form to: Girl Guides of Canada - BC Council
  Attention: Under the Boughs Toques
  1476 W 8th Ave.
  Vancouver, BC V6H 1E1.

- **By credit card:** email the completed order to officeclerk@bc-girlguides.org and then phone 604-714-6636 extension 123 or toll free 1-800-565-8111 (during office hours) and give your order and credit card information.