

# FOREST EDGE

## Teacher Resource Manual



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## **Section 1**

# **ESSENTIAL INFORMATION**

## CAMP LEADERS CHECKLIST

|                          |   |
|--------------------------|---|
| <input type="checkbox"/> | <b>Read</b> this handbook carefully   |
| <input type="checkbox"/> | <b>Visit</b> the campsite if you haven't been before to help with your planning of program, room allocation etc. (please telephone us first) OR ring to speak with our program staff who can help with your program planning.   |
| <input type="checkbox"/> | <b>Organize</b> transportation to and from camp through a Bus Company local to your school.   |
| <input type="checkbox"/> | <b>Have a look at the</b> draft program and staff allocation list.<br><b>Use the activity request form</b> to indicate any changes you would like to draft program.   |
| <input type="checkbox"/> | <b>Plan</b> program, staff needs, group leaders, etc.<br><b>Please keep us up to date</b> with any changes to your anticipated number of campers.   |
| <input type="checkbox"/> | <b>Advertise</b> your camp. Draw up an application form (include date and times, costs, what to bring, and parent/guardian medical consent section, etc). If necessary make arrangements for people to save towards camp costs. Perhaps conduct a parents' information session.   |
| <input type="checkbox"/> | As the Teacher in Charge it is advisable to <b>delegate leadership roles</b> .<br><br>It is recommended to appoint the following at least <b>4 weeks before camp</b> <ul style="list-style-type: none"> <li>• Supervisor for special diets and dietary needs (online form to be submitted)</li> <li>• 1<sup>st</sup> aid supervisor (qualified, familiar with your 1<sup>st</sup> aid kits and pre-existing student medical conditions)</li> <li>• Supervisor for medications (aware of students medical histories and medications)</li> </ul> Other roles could include <ul style="list-style-type: none"> <li>• Public announcements person.</li> <li>• Dining room and duty groups' supervisor.</li> </ul> |
| <input type="checkbox"/> | <b>Allocate</b> campers to accommodation. Complete room allocation with full names of campers and leaders and email to Forest Edge.   |
| <input type="checkbox"/> | <b>Please return the School Information sheet 2 weeks before camp</b> , notifying Forest Edge of: <ul style="list-style-type: none"> <li>- Arrival and departure times, Birthdays, Final Numbers, Equipment needed</li> </ul>   |
| <input type="checkbox"/> | <b>Print</b> copies of: <ul style="list-style-type: none"> <li>• Program</li> <li>• Room lists</li> <li>• Duty Group lists</li> <li>• Activity Group lists</li> </ul>   |
| <input type="checkbox"/> | <b>On arrival</b> you will be greeted by your Forest Edge Host who will organise with you a time for a safety briefing, training for activities and will give you a welcome folder with information and other paperwork regarding your camp.<br><br><b>More details</b> about your arrival day are found below<br><br><b>Supervise</b> safety by ensuring that all necessary guests' medical records, special dietary requirements, epi pens, Asthma puffers, Medications and first aid equipment are brought to camp.  |

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## ARRIVAL day at Forest Edge CYC

We are looking forward to hosting you at Forest Edge.

On your program you will usually see on your day of arrival “Arrive and unload bus”, “Introduction and Welcome”, “Teacher Activity Training and Student Orientation”, Lunch and “Settle into rooms and get ready for Activities”. To assist in your first day running STRESS FREE and smoothly, here is a little information on how your arrival will happen.

### Arrive and Unload bus

- It would be appreciated if when you are about 15 minutes away from Forest Edge (township of Neerim South) that you give us a call on 56284224 to let us know your arrival time. This will make it easier for your host to greet you on arrival.
- When your bus is driving down our main driveway, *if* your group is staying at McKerlie Creek Cabins, let your bus driver know to veer right just before the bottom of the hill. Otherwise if you have a whole site booking or are staying at La Trobe Lodges stay on the main driveway and veer left at the bottom of the hill to our main upper carpark.
- Forest Edge's Hosts for your group will meet and greet you at the buses when they arrive in their respective carpark.
- We ask that students get off the buses, grab ANY bag, and place the luggage into the designated nearby area where the bags are going to be stored prior to entering rooms.
- If needed the students are given a break to have morning tea (if they haven't already on the way), a drink and trip to the toilet.

### Introduction and Welcome

- Once all bags and students are off the bus, your Forest Edge Hosts will assemble teachers, helpers and students for a more formal welcome and briefing designed to inform both teachers and students on facilities and how to have an enjoyable and safe time at Forest Edge
- Teachers are then invited to inform students of any additional rules for the camp
- It would be useful to inform students of their activity groups

### Teacher Training and Student Orientation

- The Teacher Activity Training, will be facilitated by a Forest Edge activity trainer.
- Please keep in mind, school staff must undergo training for every activity they run or assist with for the duration of the program.

### Lunch

- Unless you have booked a lunch on your first day Students, Teachers and other helpers will need to bring their own lunch.

### Settling into rooms and getting ready for Activities

- Before activities begin the rooms allocated to your group will be made available for your group to settle in (usually 1:00pm) and then get ready for your activities.



After that, program commences!

### **Orientation / Paddock Walk /Group games**

- Your Program may have an orientation walk with group games. The purpose of this activity is to get to know the activity staff and the camp and for our staff to get to know your students. It will involve a walk around camp interspersed with some fun games and activities. This will also include an orientation to some of the camp activities. Our program staff will run this in larger groups of 2 or 3 activity groups combined together.

### **Allocating teachers to Activities**

- We have found that the best way to allocate teachers to activities is to keep a teacher with an activity for a whole morning or afternoon this will be usually be 2 sessions of either 60, 75 or 90 minutes. This will mean that your staff only rotate once per day.
- It is not ideal in regards to safety for teachers to swap activities each session or on the other hand with a large group for teachers to stay on the same activity all camp (unless they really want to).

### **Last Day of camp**

- On your last day of camp, **before breakfast (8:00am)** we require your group to tidy up your rooms, pack your bags and move your luggage to the Bus loading area.
- If staying at the Lodges or if you have a whole site booking luggage can be moved to the bus shelter at the main upper carpark or in fine weather the Lodges lower carpark.
- If staying at McKerlie Creek Cabins in fine weather the luggage can be placed out in front of the Pavilion, if wet inside the Pavilion.

### **Last Day of camp whole group game**

- You may also find on your program a whole group activity or game on the oval or in the stadium after Morning Tea, before lunch on your last day.

## WHAT TO BRING TO CAMP

### CAMPERS

Sleeping Bag or Sheets and Doona  
Pillow Slip  
Pillow\*  
Toiletries (Toothbrush, soap, etc.)  
Bath Towel  
Plastic Bag for Dirty Clothes  
Pyjamas  
Jeans / Long Pants  
Jumpers  
Warm Coat (rainproof)  
Shirts  
Shorts  
Bathers  
Beach Towel

Medication (if applicable)  
Hat  
Sunscreen and Insect Repellent  
Hair Ties  
Sturdy Shoes/Runners x 2, Water Shoes  
Torch  
Drink Bottle  
Camera  
Underwear  
Socks  
Watch  
Pens, pencils & notepad  
Lunch & Morning Tea (for first day only)

\*pillows are provided for each bed, campers are however encouraged to bring their own. If your group has a camp out as part of your program you will need to bring your own pillows

#### NOTE:

For all activities, campers will need at least one pair of long shorts, a T- shirt, runners and a hat.

**(Please no short shorts, footy shorts, singlets, thongs or crocs)**

Students must bring a long-sleeved non-synthetic shirt or jumper, hat and long trousers, as recommended by the Department of Education and the Country Fire Authority

### GROUP LEADER

First Aid Kits, Sunscreen, Icepacks, Insect repellent  
List of all campers  
List of Duty Groups and Room Allocations  
Sports Equipment (for free time)  
Medication forms  
Copy of Dietary Requirement form/ ASCIA Plans  
Staff Car (for emergencies)

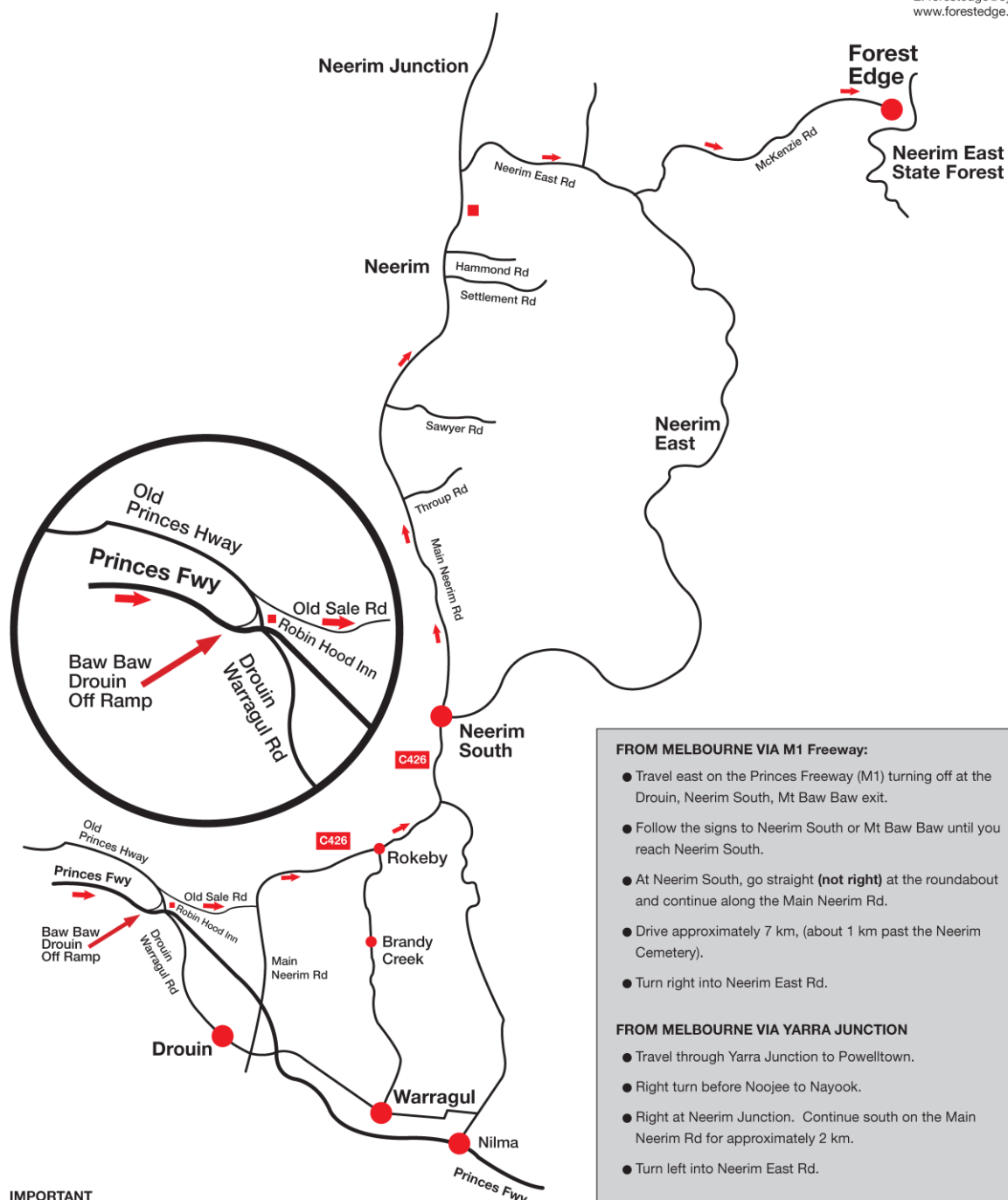
Mobile Phone (Optus and limited Telstra available)  
Wet weather activities  
Correct teacher ratios  
Teacher & student booklets (optional)  
School camera (Optional)

# LOCATION

## DIRECTIONS TO FOREST EDGE

**FOREST EDGE**

405 McKenzie Road  
Neerim East VIC 3831  
P: (03) 5628 4224  
F: (03) 5628 4445  
Free Call: 1800 TO STAY  
E: forestedge@cyc.org.au  
www.forestedge.cyc.org.au



### IMPORTANT

- Please drive slowly on McKenzie Rd, as there are many sharp bends.
- Watch for native animals (wombats & wallabies), especially at dusk and during the night. They can appear suddenly
- Please drive extra slowly when travelling down the steep hill near the end of the road

### FROM MELBOURNE VIA M1 Freeway:

- Travel east on the Princes Freeway (M1) turning off at the Drouin, Neerim South, Mt Baw Baw exit.
- Follow the signs to Neerim South or Mt Baw Baw until you reach Neerim South.
- At Neerim South, go straight (**not right**) at the roundabout and continue along the Main Neerim Rd.
- Drive approximately 7 km, (about 1 km past the Neerim Cemetery).
- Turn right into Neerim East Rd.

### FROM MELBOURNE VIA YARRA JUNCTION

- Travel through Yarra Junction to Powelltown.
- Right turn before Noojee to Nayook.
- Right at Neerim Junction. Continue south on the Main Neerim Rd for approximately 2 km.
- Turn left into Neerim East Rd.

### THEN

- After travelling approximately 4 km on the Neerim East Rd, it takes a sharp right turn.
- **DO NOT VEER RIGHT** continue straight ahead onto McKenzie Rd.
- Follow McKenzie Rd until it ends at Forest Edge.



## CAMP LAYOUT



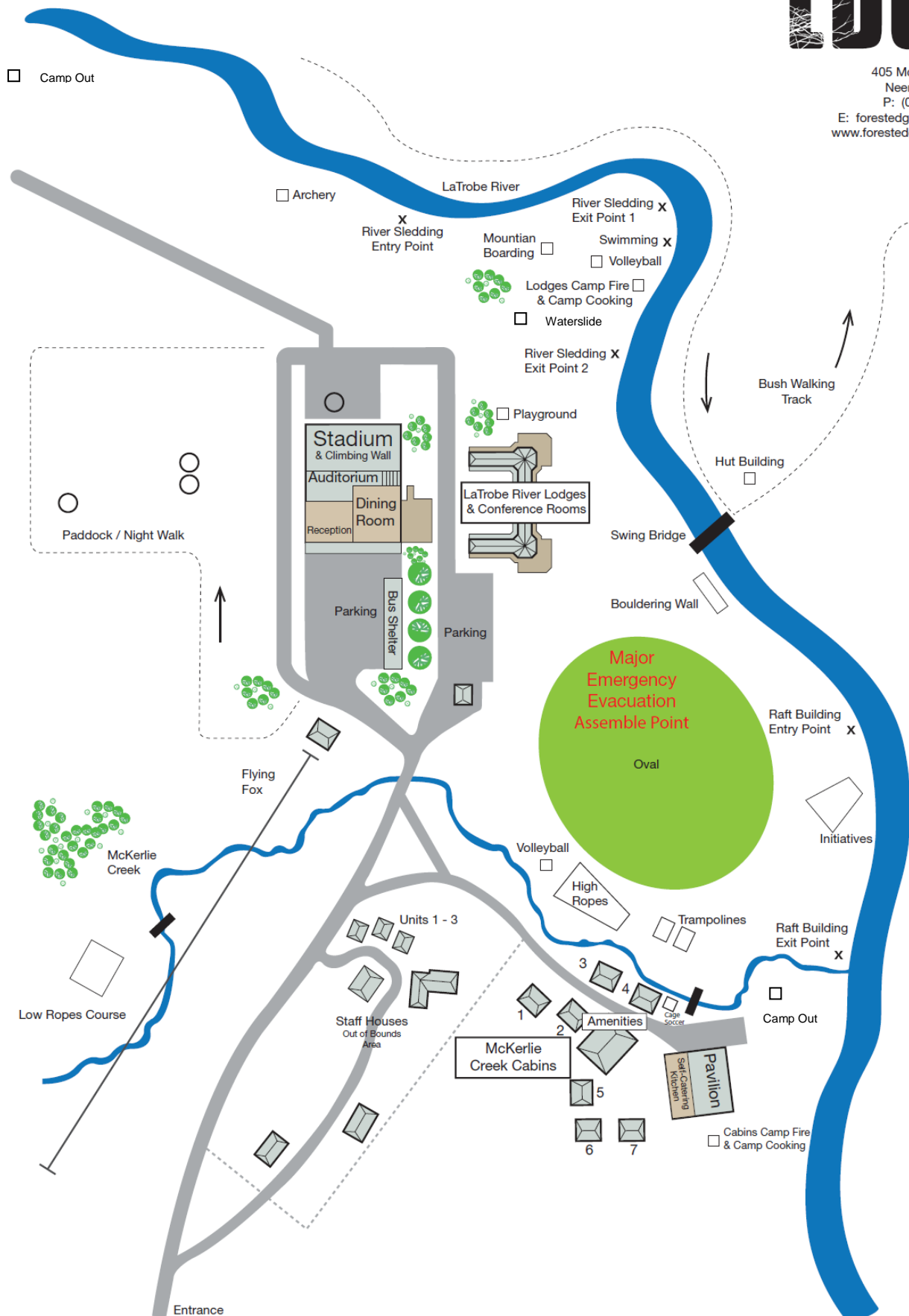
405 McKenzie Road

Neerim East 3831

P: (03) 5628 4224

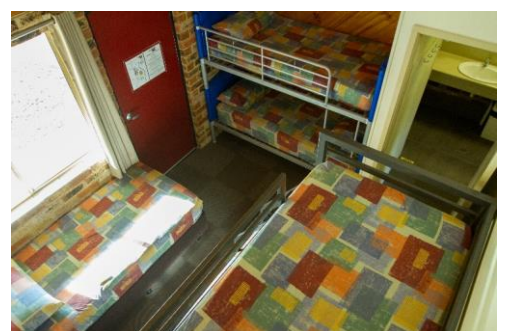
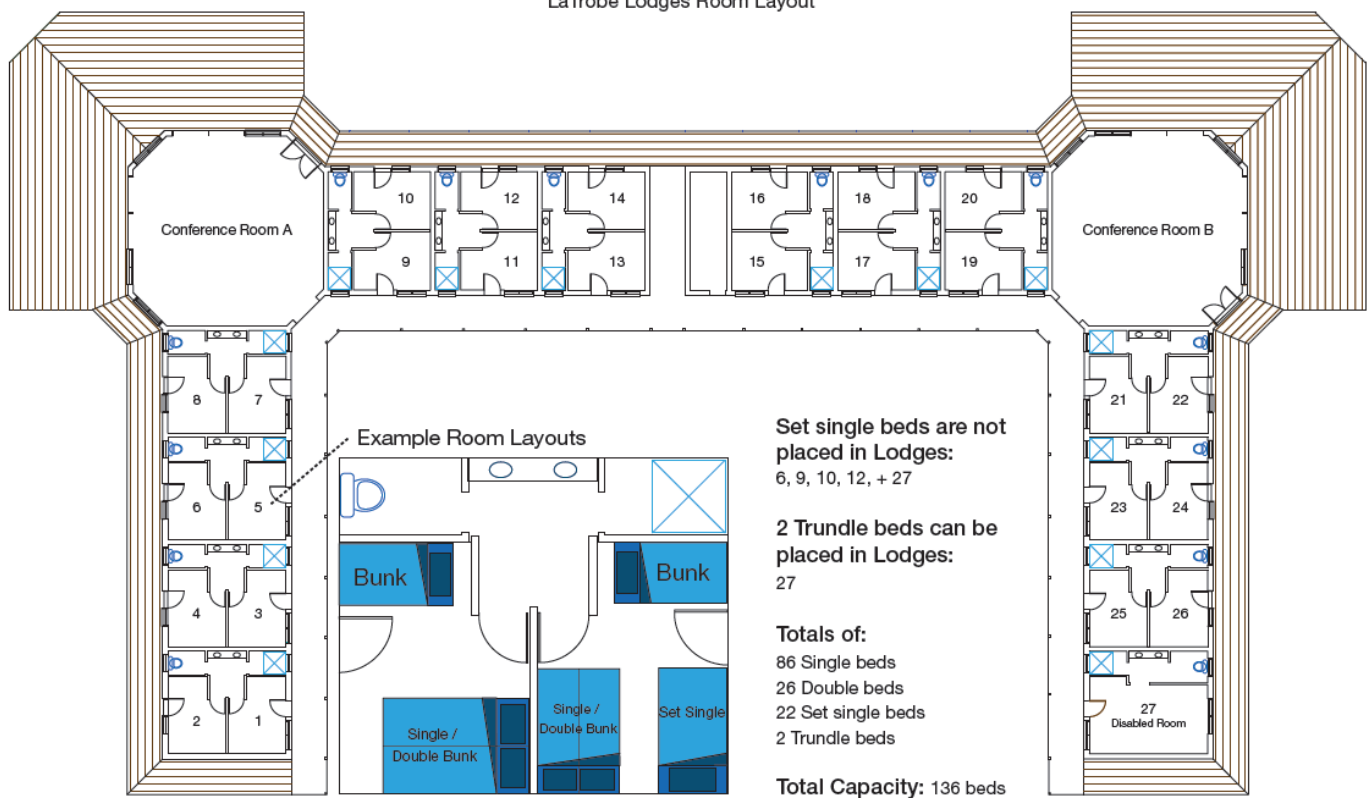
E: forestedge@cyc.org.au

www.forestedge.cyc.org.au

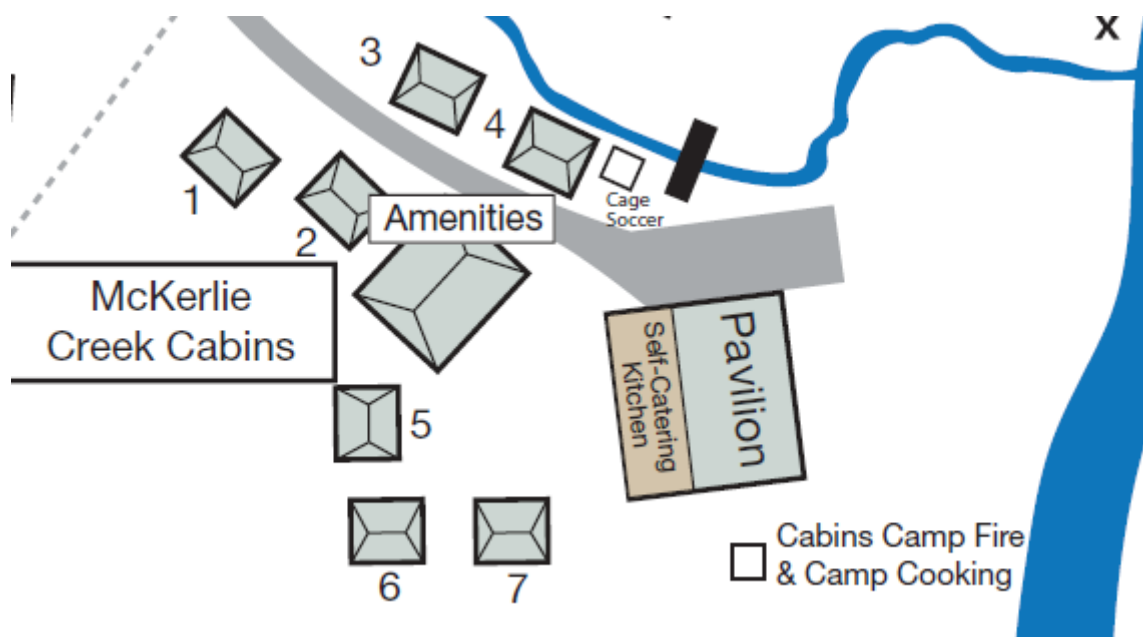


# FOREST EDGE

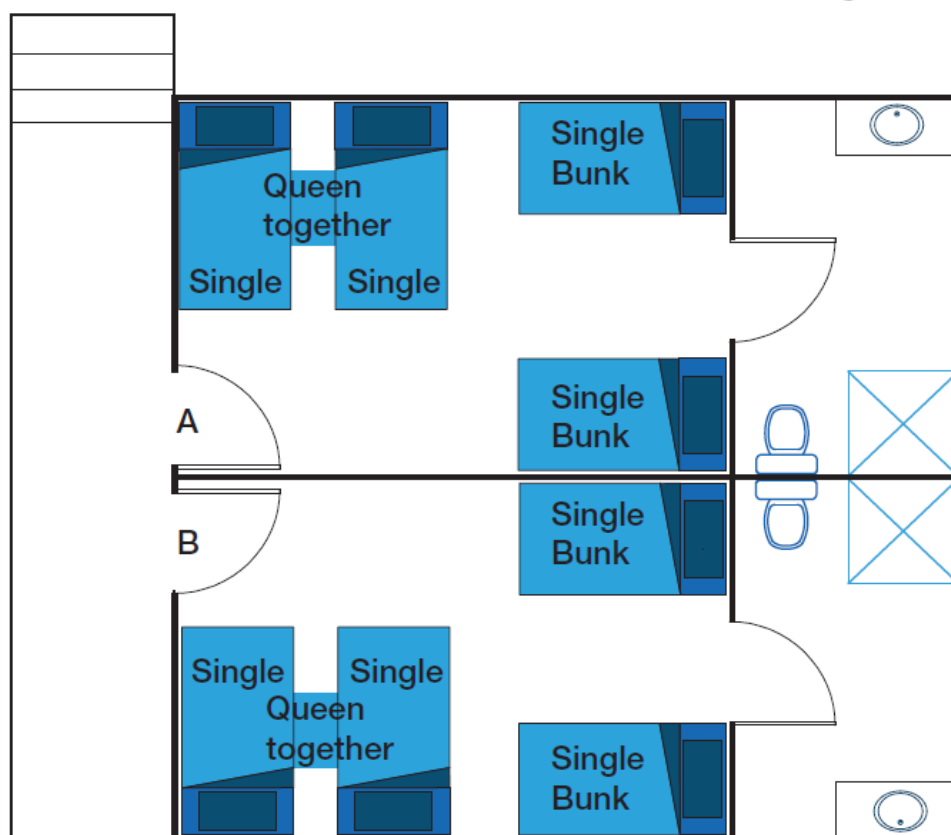
LaTrobe Lodges Room Layout



## MCKERLIE CREEK CABINS LAYOUT

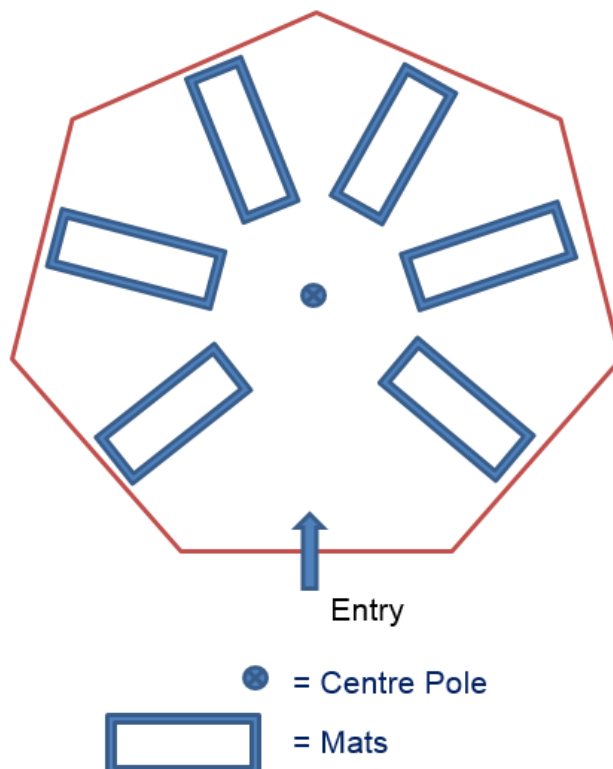


## McKerie Creek Cabins Room Layout



## BELL TENTS FOR CAMP OUT

- Bell tents are used at the McKerlie Creek Cabins area or on the Long Flat at the north end of camp.
- Each tent can sleep up to 8 but are more comfortable with 6 people and luggage. Maximum able to sleep 88 in 11 tents
- Tents have sewn in floors and Camp Mattresses are provided (no pillows supplied).
- Toilets and showers in our Cabin amenities block near the Pavilion





## FACILITIES

### ACCOMMODATION

Campers must supply their own linen, pillow and sleeping bag

| Latrobe River Lodges |   |  |
|----------------------|---|--|
| Lodges 1 – 26        | Centrally heated with shared ensuite. Each room consists of two bunk beds with one being a single top and bottom and the other bunk having a double bed with single on top. Certain rooms have an additional set single bed included. | 134 Beds<br>(with trundles-<br>a capacity of<br>136) |
| Lodge 27             | Centrally heated with ensuite. The room consists of four bunk beds and two trundle beds (if required) and allows for wheel chair access. All beds are single beds.  |  |

| McKerlie Creek Cabins |   |         |
|-----------------------|---|---------|
| Cabins 1 – 7          | Each cabin is divided into two rooms A & B containing 6 beds and an ensuite for each room. Cabin 7B is wheelchair accessible. | 84 Beds |

### DINING ROOMS

| Latrobe River Lodges  | McKerlie Creek Cabins  |
|---|--|
| Accommodates up to 200 guests, providing a fully-catered service in cafeteria style. A coffee machine with hot chocolate, coffee, cappuccinos, etc. | Fully-catered Dining / Meeting Area is in the pavilion and seats up to 80 guests for dining. Self-catered option is available. |

### MEETING ROOMS

| Latrobe River Lodges   | McKerlie Creek Cabins  |
|--|--|
| Two conference rooms, each seating up to <b>80 guests comfortably</b> , reverse cycle heating and air conditioning, video / DVD player and screen.   | Meeting room, seating for up to 80 guests for meetings, with open fireplace and gas heating. Equipment available upon request. This room doubles as the dining room. |
| Auditorium   |  |
| An air conditioned and carpeted auditorium for 200 guests in cinema style seating. Equipped with three data projectors and screens, whiteboards, basic sound system, microphone and stand. Two breakout rooms off the main area. Available to La Trobe Lodge and Whole site groups of <b>80+ guests</b> . If staying in the McKerlie Creek Cabins the Auditorium may be booked if available. |  |

## SHARED FACILITIES

If there is another school group onsite during your stay, the Stadium and Onsite Activities will be shared. To help prevent clashes we would appreciate you sending us your '**Activity Request Form**' as soon as possible. This allows us the time to schedule the programs to cater for the requests of both groups. We thank you for your Co-operation in this matter as we try to provide an adequate and fair service for all guests.

**Stadium:** The stadium is open until 10:30pm and incorporates table tennis, Ed's alley, Basketball, Indoor Hockey. Polypong (four way table tennis), School groups are encouraged to bring their own sports equipment.

**Supervised Activities include:** In-ground Trampolines, Camp fires for camp cooking (depends on fire restrictions), Bush Art room, Cage Soccer, Photo Challenge, Hut Building, Low Ropes, Initiative activities, Disc Golf, Volleyball, Oval (cricket pitch, Aussie rules and Soccer goals), Waterslide (seasonal), Playground, and walking tracks. Activity equipment is available to school groups.

**Specialised Activities include:** Archery, River sledding, Raft building, Swimming, High ropes, Flying fox, Mountain boarding, Crate climb and Climbing wall. These activities are available **only** in conjunction with qualified Forest Edge staff.

## PARKING

Parking is available for the LaTrobe Lodges in parking bays beside the Main Office & Dining Room for day visitors and in the Lower La Trobe Lodges carpark for those staying overnight. Parking is available for the McKerlie Creek Cabins on the gravelled area directly in front of the Pavilion. Bus parking with a shelter is located on the top Carpark located next to the Main Office. The bottom carpark is also sometimes used for busses but does not have a shelter for luggage

## INTERNET

Wired internet (LAN) is available upon request in the main office for teacher/staff use only. Wi-Fi is available upon request for teacher/guest speaker use. This is *not* to be made available for general camper/student use. The Wi-Fi available to teachers is not unlimited (you will need to check with reception for the password to access it) The only internet we have is through a nearby Optus mobile phone tower. We ask that you don't use Forest Edge Wi-Fi to stream full length movies (a short clip for a presentation would be OK).

For groups who would like to play a movie we ask that you bring a DVD or play a movie that has been downloaded prior to coming to camp. It is also possible to use your own internet through mobile broadband or use a Hotspot through a phone (in both cases the Optus network has greater coverage than Telstra)



## CAMP SITE PROCEDURES

### ARRIVAL & DEPARTURE TIMES

As per the arrangements listed on your hire agreement, arrival and departure times may vary.

### MEAL TIMES

Your first and last meal is also listed on your hire agreement. If the first meal provided on the day of arrival is afternoon tea, students will need to bring their lunch and morning tea. If the last meal provided on the day of departure is lunch, a packed lunch is available if an earlier departure is required.

Meals include cereals, fruit, salads, vegetables, chicken, beef, fish and pastas. Vegetarian and most other dietary requirements are able to be catered for with prior notice. Birthday cakes can be prepared by kitchen staff with advance notice.

Meal times are generally (check your activity program):

|           |   |
|-----------|---|
| Breakfast | 8.00am  |
| Lunch     | 12.15, 12:30, 12:45 or 1:00pm                                       |
| Dinner    | 5:30, 5:45 or 6:00pm  |
| Supper    | provided and left for distribution at the Group Leader's discretion |

These times may be varied by arrangement prior to the camp. The adult supervisor is responsible to check with kitchen staff if meal is ready, and then call the group to the meal.

### DINING ROOM ROUTINE

#### Order of Service for Meal

The adult supervisor will indicate to the campers the order of service, calling one table at a time to file past the servery, typically starting with the special diets first.

#### Duty Groups

Are needed to set tables and get chairs out 15 minutes before the meal and to clear the tables and dining area after the meal. This needs to be under the supervision of a school staff member/ parent helper.

#### Special Diets

Students and staff with dietary requirements will be issued with a lanyard to wear during meal times to identify their specific dietary needs. The staff member in charge of these students will meet with the Forest Edge Catering Coordinator at the beginning of camp to organise this.

#### Adult Supervision

It is important to have appropriate supervision for Special Diets, Duty Groups, and meal-times for the whole of your stay.

#### Table Clearing and Dishes

Clear all the tables and put dishes in the appropriate locations. Wipe down all of the tables and chairs. Stack chairs. Vacuum the floor in the dining area.

#### Tea and Coffee

Available at all times to adults or supervised children from the beverage area.

### HEATERS

There are 2 gas heaters that are on a 1 hour timer and an open fire in the McKerlie Creek meeting area. A responsible person should be appointed to light and stoke the fires, to ensure that the guard is placed over the fire when unattended and that the fire is extinguished at night before retiring.

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## END OF CAMP CLEANUP – AREA'S USED

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### **Accommodation Rooms –**

Remove all personal belongings

Ensure each bed has the appropriate number of pillows / doonas, etc.

Ensure that rooms are left neat and tidy

- **Lodges:**

### **Conference rooms**

Put all rubbish in the bins

Stack chairs and place against brick wall

Return any borrowed equipment to Forest Edge

- **Cabins:**

### **Pavilion**

Sweep and vacuum floors

Tidy sink and beverage area

Put all rubbish in bins

Tidy furniture and stack chairs

### **Toilet Block**

Pick up all rubbish

Remove belongings

### **Gym**

Put all rubbish in the bin and leave everything neat and tidy

Tidy furniture

Return all sports equipment to Forest Edge

### **Grounds**

Pick up any rubbish and put in bin

### **Auditorium**

Put all rubbish in the bins

Straighten Chairs and leave neat and tidy

Return any borrowed equipment to Forest Edge

## **EMERGENCY PROCEDURES**

# **IN EVENT OF FIRE OR EMERGENCY**

## **EVACUATE PEOPLE IN IMMEDIATE DANGER**

### **NOTIFY CAMP STAFF**

Camp staff will raise the alarm by a siren

Camp staff will call Fire Brigade / Emergency Services

### **ON HEARING THE ALARM EVACUATE TO THE OVAL**

## **ALL PERSONS WILL BE ACCOUNTED FOR**

Campsite Staff will co-ordinate the Emergency Procedures

Evacuation from the site **WILL NOT** be attempted unless under the direction of Emergency Services

Where site evacuation is deemed necessary, evacuating vehicles will proceed to a safe place under the direction of Forest Edge staff or Emergency Services

## EMERGENCY CONTACTS

### PLEASE INFORM EMERGENCY SERVICES OF:

1. Location                      Forest Edge CYC  
405 McKenzie Road, Neerim East 3831
2. Nature of Incident
3. Number of Patients
4. Phone Number:            (03) 5628 4224    Office Hours - 9:00-5:00 Mon – Fri  
0402 621 855      After Hours Host Mobile

Please note there is **OPTUS** (and carriers who use **OPTUS** signal) coverage on site. Telstra coverage is limited.

### EMERGENCY CONTACT PHONE NUMBERS

|   |   |
|---|---|
| <b>Dial 000</b>   | Ask for Police, Fire or Ambulance. Give above details.  |
| <b>Neerim South Police</b>  | (03) 5628 1303  |
| <b>Warragul Police</b>  | (03) 5622 7111  |
| <b>Neerim South Fire Dept. (CFA)</b>                                  | (03) 5628 1337 – Emergency <u>ONLY</u>  |
| <b>State Emergency Service (SES)</b>                                  | (03) 5623 1028 Wait by phone 5 minutes for contact  |
| <b>Ambulance</b>  | 000 or 11440 (Mention Neerim South Volunteer Service)   |
| <b>Doctors</b>  | (03) 5628 1302<br>84 Main Rd, Neerim South<br><br>Only for minor casualties.<br>Inform of situation and they can advise further action. |
| <b>Neerim South Private Hospital</b>                                  | (03) 5628 1226<br><br>Only for minor casualties.<br>Call after consultation with Dr's Jedynak & Fitzgerald.                             |
| <b>West Gippsland Public Hospital (nearest Emergency Department):</b> | Landsborough St, Warragul 03 5623 0611  |
| <b>RACV</b>   | 13 1111   |

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|                               |                                    |  |
|-------------------------------|------------------------------------|--|
| <b>Host Phone-</b>            | <b>After Hours Host</b>            | -0402 621 855                                  |
| <b>Forest Edge Staff</b>      | Reception – RECEPTION              | -56284224 (Office Hours - 9:00-5:00 Mon – Fri) |
| <b>Emergency ONLY</b>         | Kitchen – KITCHEN                  | -56284379 (7:00am – 7:30pm during camps)       |
| <b>Otherwise please call:</b> | <b>Forest Edge CYC Manager</b>     | <b>- 0402 943 882</b>                          |
|                               | <b>Forest Edge CYC Admin</b>       | <b>- 0457725957</b>                            |
|                               | <b>Forest Edge CYC Maintenance</b> | <b>- 0400 076 313</b>                          |
|                               | <b>Forest Edge CYC Program</b>     | <b>- 0400 047 864</b>                          |

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## Section 2

# TEACHER RESOURCES

## Camper Accommodation Register - Lodges

| Lodge 1  |          | Lodge 2  |    |
|----------|----------|--|----|
| 1.       | 2.       | 1.   | 2. |
| 3.       | 4.       | 3.   | 4. |
| 5.       |          | 5.   |    |
| Lodge 3  |          | Lodge 4  |    |
| 1.       | 2.       | 1.   | 2. |
| 3.       | 4.       | 3.   | 4. |
| 5.       |          | 5.   |    |
| Lodge 5  |          | Lodge 6  |    |
| 1.       | 2.       | 1.   | 2. |
| 3.       | 4.       | 3.   | 4. |
| 5.       |          |  |    |
| Lodge 7  |          | Lodge 8  |    |
| 1.       | 2.       | 1.   | 2. |
| 3.       | 4.       | 3.   | 4. |
| 5.       |          | 5.   |    |
| Lodge 9  |          | Lodge 10   |    |
| 1.       | 2.       | 1.   | 2. |
| 3.       | 4.       | 3.   | 4. |
|          |          |  |    |
| Lodge 11 |          | Lodge 12   |    |
| 1.       | 2.       | 1.   | 2. |
| 3.       | 4.       | 3.   | 4. |
| 5.       |          |  |    |
| Lodge 13 |          | Lodge 14   |    |
| 1.       | 2.       | 1.   | 2. |
| 3.       | 4.       | 3.   | 4. |
| 5.       |          | 5.   |    |
| Lodge 15 |          | Lodge 16   |    |
| 1.       | 2.       | 1.   | 2. |
| 3.       | 4.       | 3.   | 4. |
| 5.       |          | 5.   |    |
| Lodge 17 |          | Lodge 18   |    |
| 1.       | 2.       | 1.   | 2. |
| 3.       | 4.       | 3.   | 4. |
| 5.       |          | 5.   |    |
| Lodge 19 |          | Lodge 20   |    |
| 1.       | 2.       | 1.   | 2. |
| 3.       | 4.       | 3.   | 4. |
| 5.       |          | 5.   |    |
| Lodge 21 |          | Lodge 22   |    |
| 1.       | 2.       | 1.   | 2. |
| 3.       | 4.       | 3.   | 4. |
| 5.       |          | 5.   |    |
| Lodge 23 |          | Lodge 24   |    |
| 1.       | 2.       | 1.   | 2. |
| 3.       | 4.       | 3.   | 4. |
| 5.       |          | 5.   |    |
| Lodge 25 |          | Lodge 26   |    |
| 1.       | 2.       | 1.   | 2. |
| 3.       | 4.       | 3.   | 4. |
| 5.       |          | 5.   |    |
| Lodge 27 |          | Please list first and last names off all guest & highlight the group leaders room<br>2 rooms share an ensuite (e.g. Lodge 1 & 2 share an ensuite)<br>Please leave rooms tidy at the end of your stay. Check under beds & put rubbish in the bin<br>Please turn off lights during the day and keeps outside doors closed<br>There is a double bed in every room (except Lodge 27)<br>Lodge 27 has wheelchair facilities |    |
| 1.       | 2.       |  |    |
| 3.       | 4.       |  |    |
| 5.       | 6.       |  |    |
| 7.       | 8.       |  |    |
| Trundle: | Trundle: |  |    |



# Camper Accommodation Register – Cabins

**Group Name:**

*Please list first & last names of all guests*

| <b>Cabin 1 A</b> | <b>Cabin 1 B</b>                     | <b>Cabin 2 A</b>  | <b>Cabin 2 B</b> |
|------------------|--------------------------------------|---|------------------|
| 1.               | 1.                                   | 1.  | 1.               |
| 2.               | 2.                                   | 2.  | 2.               |
| 3.               | 3.                                   | 3.  | 3.               |
| 4.               | 4.                                   | 4.  | 4.               |
| 5.               | 5.                                   | 5.  | 5.               |
| 6.               | 6.                                   | 6.  | 6.               |
| <b>Cabin 3 A</b> | <b>Cabin 3 B</b>                     | <b>Cabin 4 A</b>  | <b>Cabin 4 B</b> |
| 1.               | 1.                                   | 1.  | 1.               |
| 2.               | 2.                                   | 2.  | 2.               |
| 3.               | 3.                                   | 3.  | 3.               |
| 4.               | 4.                                   | 4.  | 4.               |
| 5.               | 5.                                   | 5.  | 5.               |
| 6.               | 6.                                   | 6.  | 6.               |
| <b>Cabin 5 A</b> | <b>Cabin 5 B</b>                     | <b>Cabin 6 A</b>  | <b>Cabin 6 B</b> |
| 1.               | 1.                                   | 1.  | 1.               |
| 2.               | 2.                                   | 2.  | 2.               |
| 3.               | 3.                                   | 3.  | 3.               |
| 4.               | 4.                                   | 4.  | 4.               |
| 5.               | 5.                                   | 5.  | 5.               |
| 6.               | 6.                                   | 6.  | 6.               |
| <b>Cabin 7 A</b> | <b>Cabin 7 B (Wheelchair access)</b> | <ul style="list-style-type: none"> <li>Each room has 6 beds and an ensuite.<br/>Total 84 beds in 14 rooms and 14 ensuites.</li> <li>Please list First and Last names for all guest. Please highlight the leader's room</li> <li>Please turn off heaters/air cons in room during the day and turn off lights when room is not in use</li> <li>Wheelchair access &amp; accessories are available in Cabin 7B</li> </ul> |                  |
| 1.               | 1.                                   |   |                  |
| 2.               | 2.                                   |   |                  |
| 3.               | 3.                                   |   |                  |
| 4.               | 4.                                   |   |                  |
| 5.               | 5.                                   |   |                  |
| 6.               | 6.                                   |   |                  |

## Forest Edge CYC

# Camper Accommodation Register – Tents

**Group Name:**

*Please list first & last names of all guests*

| Tent 1 |    | Tent 2  |    | Tent 3  |    | Tent 4 |    |
|--------|----|---------|----|---------|----|--------|----|
| 1.     | 1. | 1.      | 1. | 1.      | 1. | 1.     | 1. |
| 2.     | 2. | 2.      | 2. | 2.      | 2. | 2.     | 2. |
| 3.     | 3. | 3.      | 3. | 3.      | 3. | 3.     | 3. |
| 4.     | 4. | 4.      | 4. | 4.      | 4. | 4.     | 4. |
| 5.     | 5. | 5.      | 5. | 5.      | 5. | 5.     | 5. |
| 6.     | 6. | 6.      | 6. | 6.      | 6. | 6.     | 6. |
| 7.     | 7. | 7.      | 7. | 7.      | 7. | 7.     | 7. |
| 8.     | 8. | 8.      | 8. | 8.      | 8. | 8.     | 8. |
| Tent 5 |    | Tent 6  |    | Tent 7  |    | Tent 8 |    |
| 1.     | 1. | 1.      | 1. | 1.      | 1. | 1.     | 1. |
| 2.     | 2. | 2.      | 2. | 2.      | 2. | 2.     | 2. |
| 3.     | 3. | 3.      | 3. | 3.      | 3. | 3.     | 3. |
| 4.     | 4. | 4.      | 4. | 4.      | 4. | 4.     | 4. |
| 5.     | 5. | 5.      | 5. | 5.      | 5. | 5.     | 5. |
| 6.     | 6. | 6.      | 6. | 6.      | 6. | 6.     | 6. |
| 7.     | 7. | 7.      | 7. | 7.      | 7. | 7.     | 7. |
| 8.     | 8. | 8.      | 8. | 8.      | 8. | 8.     | 8. |
| Tent 9 |    | Tent 10 |    | Tent 11 |    |        |    |
| 1.     | 1. | 1.      | 1. | 1.      | 1. |        |    |
| 2.     | 2. | 2.      | 2. | 2.      | 2. |        |    |
| 3.     | 3. | 3.      | 3. | 3.      | 3. |        |    |
| 4.     | 4. | 4.      | 4. | 4.      | 4. |        |    |
| 5.     | 5. | 5.      | 5. | 5.      | 5. |        |    |
| 6.     | 6. | 6.      | 6. | 6.      | 6. |        |    |
| 7.     | 7. | 7.      | 7. | 7.      | 7. |        |    |
| 8.     | 8. | 8.      | 8. | 8.      | 8. |        |    |

- Each tent can sleep up to 8 but more comfortable with 6 and luggage. Maximum able to sleep 88 in 11 tents
- Tents have sewn in floors and Camp Mattresses are provided (no pillows supplied).
- Toilets and showers in our Amenities block near the Pavilion
- Please list First & Last names for all guest. Please highlight the leader's tent.

## SPECIAL DIET/ ALLERGY INFORMATION

We now have an online system for special dietary requests. We will send you a reminder email 4 weeks prior to your arrival with the following link: <http://resources.cyc.org.au/dietary/forestedge>. Place any dietary requests by clicking on the link and following the prompts. Once you submit and confirm your requests, you will receive an email with a hyperlink which you may use if you need to edit or add to your requests. Feel free to update your requests up until **the special dietary request due date which is typically 14 days prior to your arrival**. We ask for all special dietary requests to be submitted prior to your arrival to guarantee we will have the supplies/staff on hand to provide for your requests

- Please ensure an adult / leader is responsible for all dietary information and requests particularly if you have a group which includes children. This special diets supervisor will need to meet with the Forest Edge Head of Catering upon arrival to camp. Students and staff with dietary requirements will be issued with a lanyard to wear during meal times to identify their specific dietary needs.
- Subject to the direction of the Head of Catering, all guests with special dietary requests (with the guidance of the special diets supervisor) will need to present their lanyard with dietary information to the catering staff at each meal to ensure they receive the appropriate meal. The special diets supervisor is also responsible for all special diet snacks brought on camp.

| Diet Type – further details may be required for-                               |  |
|--|--|
| No Pork  | No Shellfish - usually not in menu                               |
| No Red Meat  | No Fish- usually not in menu                                     |
| Vegetarian   | No Sesame  |
| Vegan  | No Soy- In cooked items?   |
| No Tree Nuts – No NUTS in menu but there may be products with “traces of nuts” | No Fructose – Type of Fructose eg. onions, garlic, apples, pears |
| Egg Intolerant – Raw, cooked or in cooking                                     | No Milk – In cooking?  |
| No Wheat   | Dairy / Lactose Intolerant– In cooking?                          |
| Coeliac (Gluten Free)  | Other Specific Diets   |
| No Seafood - usually not in menu   | Other Specific Allergies   |

**Please Note:** The above categories are only examples of the dietary requirements that we are able to cater for. For those who do not have a straightforward diet or that may need to clarify the specifics, we request that the parents of that child to call our office on (03) 56284224 and ask to speak with the Head of Catering prior to camp commencement to discuss the details or to email Forest Edge Catering directly: **fe\_catering@cyc.org.au**

For any diets that we are not able to cater for, we recommend you bring your own pre-prepared snacks & supplies following discussions with our Head of Catering. There is a fridge and microwave in the dining room for your groups' use.

A fruit basket of apples, bananas and seasonal fruit is available 24hours.

**Please note that Forest Edge CYC is an Allergy Aware campsite. We ask that you DO NOT bring any NUTS or items that contains NUTS (i.e. Nutella, muesli, baked goods, Almond milks etc.) on camp.**



## School Resources/ Site Accreditation and Policies

Other resources and documents that may be needed for planning your schools camp can be found on our web page <http://forestedge.cyc.org.au/planning-resources/>

Including:

- NARTA Accreditation
- Certificate of Insurance
- Registration Certificates
- Emergency Management
- Risk Management Plans



## **Section 3**

# **PROGRAM PLANNING, OPTIONS AND ACTIVITY DESCRIPTIONS**



## Program Planning – No Forest Edge Activities

At Forest Edge we can tailor a program to meet your needs. If you do not require Forest Edge run adventure activities we will provide a host to assist you in what you may need from our resources and facilities. Please let us know how we can help. We have a wide range of school groups use our facilities for their own purposes; including music, drama, study, workshops, seminars, sports, spiritual/religious retreats and personal development.

Regardless of the type of camp you are running, a Forest Edge Host will welcome your group and host your camp. A program host will be available each day until dinner time. Your Forest Edge host programmer will welcome your group on arrival and co-ordinate training of your activity leaders. A host will also be available from 7:45am on your last day until you depart Forest Edge

If you do not wish to have any Forest Edge Run program activities

- Consider any sessions that you would like to run as a school (i.e. worship times, workshops, seminars, whole group and small group activities, quiet times, free time, school subject related sessions, etc.).
- Draft a basic timetable of your camp including all of the sessions that you would like to include. Feel free to use the blank program on page 31 as a template. Remember that the meal times must remain the same but the rest of the day, including morning and afternoon tea, can be adjusted to suit your camp.
- Send us a copy of your program (as early as you can) so that we can make sure that we can accommodate your program needs. We will review your ideas, assist with any questions or suggestions and send you a confirmed final copy.

## Program Planning – Elective / Choice / Part Program, Forest Edge Activities

We can offer a selection of elective activities for a few sessions to compliment your own program if you would like a partly programmed camp. We can provide elective/choice activities to compliment your program at any time between 9:00 and 5:15 (finish time) during your stay with us. This includes both activities run by our staff (with school staff assisting) and activities that we can train your staff to facilitate on their own. *If you do have adventure activities as part of your camp the guidelines state that you need to bring leaders/supervisors at a 1:10 adult to child ratio.*

## Program Planning – Full Program, Forest Edge Activities

A fully programmed camp includes running activities from after lunch on your arrival day to lunch on your departure day. Some of these activities may be whole group activities, some that we run and others that your staff will be trained to run.

The standard program at Forest Edge is going through some changes at the moment due to increase of the size of some of our camps. Our group sizes are either 10-14 students for 1 hour activity sessions. 15-19 students for 75 minutes sessions or groups of up to 28 for 90 minute sessions. For most of our Adventure Activities we now have up scaled the activities to combine 2 groups for a 90 minute session or have a larger group for a 75 minute or 90 minute session.

Many of our school camps are a 3 day camp - either Monday to Wednesday or Wednesday to Friday. The table below is indicative of a 3 day camp. For a 4 day camp you will have an additional 1 Forest Edge site staff run specialised activity for a 5 day camp 2 additional Forest Edge site staff run specialised activities. 3 day camps with more than 145 students will also have an additional Forest Edge run activity available as a part of the activity group rotations, activities will run through until lunchtime on your last day.

Our Head of Program or Program Co-Ordinator will send out a Draft program approximately 10 - 8 weeks prior to your camp

The sessions Adventure Activities are alternated with teacher run activities of which some of them are 45 minutes and some for the full 90 minutes. In the School Activity Request form we ask if you could check the boxes for site staff run activities. For Climbing Wall and Archery after briefing up to 28 students we do the activity with 9 -14 students while the other half do another activity and then swap over.

Throughout this section of the booklet you will find a list of activities and the requirements for each of the activities. Please use these resources as you begin to think about what type of program you would like to plan for your camp. Things you might like to take into consideration while developing your program:

- The age and ability of the campers
- The aims and objectives of the camp (i.e. self-development, co-operation, group dynamics, developing self-awareness, getting to know each other, fun, etc.).
- If desired, contact the Forest Edge office to schedule a visit to the campsite if you haven't been before to help with your activity selections.
- Check that you meet the staffing requirements for all of your selected activities according to the adult to student ratios found in each activity description. Program Co-Ordinator or Head of Program can help you in this area if needed.
- Please be aware of the staff to student ratio and minimum school year level requirements before selecting activities for your camp. This information is located both under each activity description below and summarised on the Activity Supervision Ratios table. Our Program Administrator or Head of Program can help you in this area if needed.

### **Forest Edge Adventure Activities allocated per group**

Day Trip: 1

2 day 1 night camp: 2

3 day 2 night: 3

4 day 3 night: 4

5 day 4 night: 5

+1 for groups over 144 students

+ More activities available upon request for extra cost.

### **Activities allocated for a 3 day 2 night camp**

| <b>No. of students</b> | <b>No. of Groups</b> | <b>No. of campers per groups</b> | <b><u>Length of activity session</u></b> | <b><u>No. of FE Specialised activities</u></b> | <b><u>No. of Teacher Facilitated activities</u></b> |
|------------------------|----------------------|----------------------------------|--|--|---|
| 20 – 28                | 2                    | 10 -14                           | 60 min                                   | 3  | 5-8   |
| 29-42                  | 3                    | 9-14                             | 60 min                                   | 3  | 5-8   |
| 43 – 56                | 4                    | 10 -14                           | 60 min                                   | 3  | 5-8   |
| 57 - 84                | 6                    | 10-14                            | 60 min                                   | 3  | 5-8   |
| 85-112                 | 6                    | 14-19                            | 75 mins                                  | 3  | 5-8   |
| 113 – 144              | 6                    | 18 - 24                          | 90 mins                                  | 3  | 5-8   |
| 145 - 168              | 7                    | 21 - 24                          | 90 mins                                  | 4  | 5-8   |
| 169 - 224              | 8                    | 21 – 28                          | 90 mins                                  | 4  | 5-8   |

Note: Extra Forest Edge staff can be provided if you choose to have more activities than your student numbers dictate, however this will incur an extra cost per staff member required, per hour.

## ACTIVITY OPTIONS

N.B. Not all activities are suitable for all age groups. Please see the individual activity descriptions for more information regarding age suitability, group sizes, ratios and other requirements.

| <b>PROGRAM ROTATION ACTIVITIES</b><br><u>PRIMARY AGE</u>  | <b>RECREATIONAL PROGRAM ACTIVITIES</b><br><b>(please note: you are welcome to use any of the activities below as an activity rotation as well)</b>   |
|---|--|
| <b>Archery</b><br>Bush Art Education<br><u>Bushwalking*</u><br>Cage Soccer<br>Camp Cooking ( <i>seasonal</i> )<br><b>Climbing Wall</b><br><b>Crate Climb</b><br>Disc Golf#<br><b>Flying Fox</b><br>Hut Building<br>Indoor Hockey<br><u>Initiatives course</u><br>Initiative games<br><u>Low Ropes Course</u><br><b>Mountain Boarding</b><br>Photo Challenge#<br><b>Raft Building</b> ( <i>seasonal</i> )<br><b>River Sledding</b> ( <i>seasonal</i> )<br>Scavenger Hunt*<br><b>Swimming</b> ( <i>seasonal</i> )<br>Team Challenge#<br><u>Waterslide</u> ( <i>seasonal</i> ) | <u>Aerostomp*</u><br>Basketball<br>Blockbuster<br>Board Games<br>Campfire ( <i>seasonal</i> )<br>Cricket#<br>Ed's Alley<br>Football#<br>Indoor Hockey<br><u>Jug and Jog*</u><br>Oval Sports#<br><u>Paddock Walk*</u><br>Playground<br>Riddle Rogaine*<br>Trampolines<br>Volleyball#                    |
| <b>PROGRAM ROTATION ACTIVITIES</b><br><u>TEEN AGE</u>   | <b>RECREATIONAL PROGRAM ACTIVITIES</b><br><b>(please note: you are welcome to use any of the activities below as an activity rotation as well)</b>   |
| <b>Archery</b><br><u>Bushwalking*</u><br>Cage Soccer<br>Camp Cooking ( <i>seasonal</i> )<br><b>Climbing Wall</b><br><b>Crate Climb</b><br>Disc Golf#<br><b>Flying Fox</b><br>Hut Building<br><b>High Ropes</b><br>Indoor Hockey<br><u>Initiatives course</u><br>Initiative games<br><u>Low Ropes Course</u><br><b>Mountain Boarding</b><br>Photo Challenge#<br><b>Raft Building</b> ( <i>seasonal</i> )<br><b>River Sledding</b> ( <i>seasonal</i> )<br><b>Swimming</b> ( <i>seasonal</i> )<br>Team Challenge#<br><u>Waterslide</u> ( <i>seasonal</i> )                     | <u>Aerostomp*</u><br>Basketball<br>Blockbuster<br>Board Games<br>Indoor Games<br>Campfire ( <i>seasonal</i> )<br>Cricket#<br>Ed's Alley<br>Football#<br>Indoor Hockey<br><u>Jug and Jog*</u><br>Outdoor Games<br>Oval Sports#<br><u>Paddock Walk*</u><br>Riddle Rogaine*<br>Trampolines<br>Volleyball# |

Those in listed in **bold** are Forest Edge program site staff run activities  
 \*suitable for whole camp activity  
 # can be used for larger activity groups (ie more than 28 campers)  
 Activities underlined can be run by FE staff instead of other activities.

## GENERAL GUIDELINES

### FOR THE SAFE USE OF FOREST EDGE RESOURCES AND EQUIPMENT

- No supervised activities are to be undertaken without the prior approval of relevant Forest Edge staff.
- The designated group leader is responsible for identifying safety issues associated with the use of the equipment and for taking the necessary precautions. It is the designated group leader's responsibility to provide activity leaders to be trained in the use of the equipment.
- Forest Edge staff will provide the training for adult activity leaders from school groups in the use of equipment and will monitor that use until they consider that safe practices are being used. If unsafe practices are being used by the adult activity leader, they must consent to re-training by Forest Edge staff. Any continued misuse will result in the withdrawal of the equipment from use and the designated group leader will be notified by Forest Edge staff of that withdrawal.
- The management reserves the right to withdraw equipment or access to facilities at any time, should they consider the equipment or activity to be inadequately supervised, used in an unsafe manner or abused.

**Please Note:** Archery, mountain boarding, crate climb, climbing wall, flying fox, high ropes, raft building, and river sledding equipment are specialised activities and cannot be used at any time without a qualified Forest Edge staff member.

## ACTIVITY SAFETY AND SUPERVISION

As mentioned previously, the program activities offered to guests of Forest Edge CYC are classified in to three categories. These refer to the level of supervision required for each activity.

| ACTIVITY SAFETY KEY  |  |   |
|--|--|---|
| <p><b>STOP</b></p>  <p><b>SITE STAFF<br/>SUPERVISION ESSENTIAL</b></p>  | <p><b>CAUTION</b></p>  <p><b>ADULT<br/>SUPERVISION ESSENTIAL</b></p>  | <p><b>THINK</b></p>  <p><b>SUPERVISION ADVISED</b></p>   |
| <p>THIS SIGN INDICATES<br/><b>SPECIALISED<br/>ACTIVITY</b></p> <p>A specialised activity <b>MUST</b> be supervised by site program staff.</p> <p>All instructions must be followed to ensure maximum safety and enjoyment.</p> | <p>THIS SIGN INDICATES<br/><b>SUPERVISED<br/>ACTIVITY</b></p> <p>This activity <b>MUST</b> be supervised by site staff or an adult who has been trained &amp; signed off by site staff.</p> <p>All instructions must be followed to ensure maximum safety and enjoyment.</p> | <p>THIS SIGN INDICATES<br/><b>ENJOY</b></p> <p>Supervision is optional however, it is recommended that all activities have an adult in attendance.</p> <p>All instructions must be followed to ensure maximum safety and enjoyment.</p> |

All specialised and supervised activity sites are marked accordingly.




Sporting Equipment borrowed by guests must be returned to the designated location before departure from Forest Edge CYC, otherwise replacement costs may be charged to the group.

Groups using the Main Stadium for sporting purposes are requested to turn off lights after use.

Damage to and/or misuse of any Program Equipment/Activity will be charged to the group.

Specialised Activity Areas are strictly out of bounds, unless under the supervision of a Forest Edge CYC staff member. This is for the safety of all guests, including future users.

## SUMMARY OF PROGRAM ACTIVITIES

| <br>Site Staff Supervision Essential * | <br>Adult Supervision Essential ** | <br>Supervision Advised# |
|---|---|---|
| Archery   | Aerostomp   | Games   |
| Climbing Wall   | Bush Art Education  | Board Games   |
| Crate Climb   | Bush/Paddock Walk   | Cage Soccer   |
| Flying Fox  | Camp Cooking +  | Ed's Alley  |
| High Ropes  | Camp Fire +   | Indoor Soccer   |
| Mountain Boarding   | Disc Golf   | Oval Sports   |
| Raft Building +   | Hut Building  | Playground  |
| River Sledding +  | Indoor Hockey   | Polypong  |
| Swimming +  | Initiatives Course  | Table Tennis  |
|   | Initiatives Games   | Volleyball  |
|   | Low Ropes Course  |   |
|   | Scavenger Hunt  |   |
|   | Riddle Rogaine  |   |
|   | Team Challenge  |   |
|   | Trampolines   |   |
|   | Waterslide+   |   |

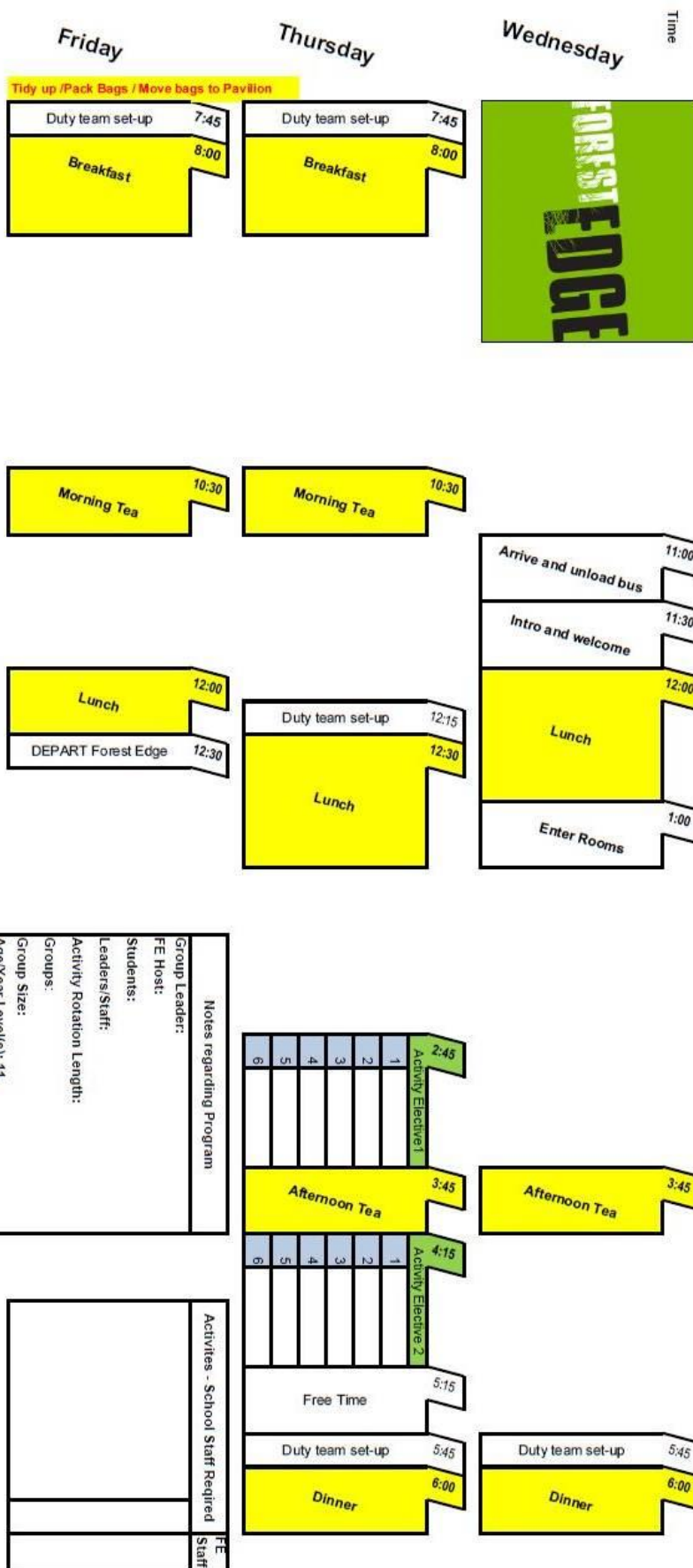
**\*Specialised Activity-** refers to adventure activities that MUST be supervised by Forest Edge program staff.

**\*\* Supervised Activity** – refers to activities that MUST be supervised by an adult who has been trained & signed off by FE staff

**# Supervision Advised** – refers to activities where supervision is optional, however it is recommended that all activities have an adult in attendance.

**+ Seasonal Activity** – these activities are only offered at certain times of the year, dependant on weather conditions and restrictions

# School, Year 11 retreat : Term 2, 2019



**NOTE:** First Meal provided by Forest Edge will be AFTERNOON TEA. On last day of camp we require you to Tidy up /Pack Bags / Move out of rooms before Breakfast. Last meal provided by Forest Edge is LUNCH

Forest Edge to Supervise:

School leaders to Supervise: Assisting in FE run activities and supervising all other activities (see below)

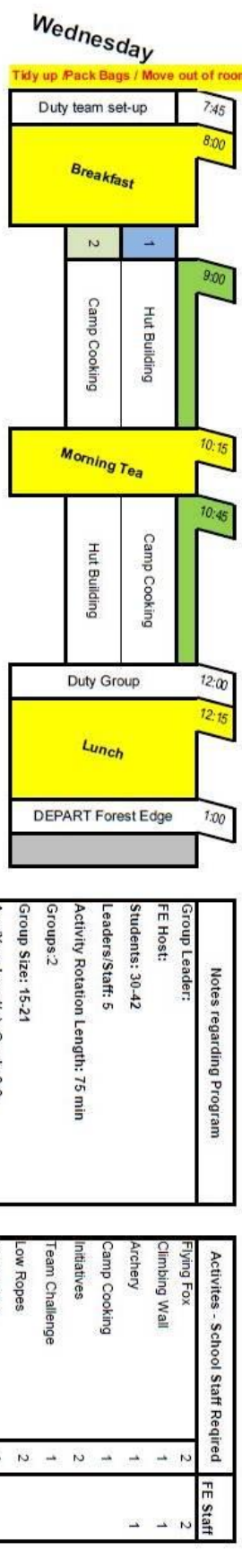
School Leader run activities:

Date Program Created

21/02/2019



# DRAFT Primary School term 2, 2019



**NOTE:** First Meal provided by Forest Edge will be AFTERNOON TEA. On last day of camp we require you to Tidy up / Pack Bags / Move out of rooms before Breakfast. Last meal provided by Forest Edge is LUNCH

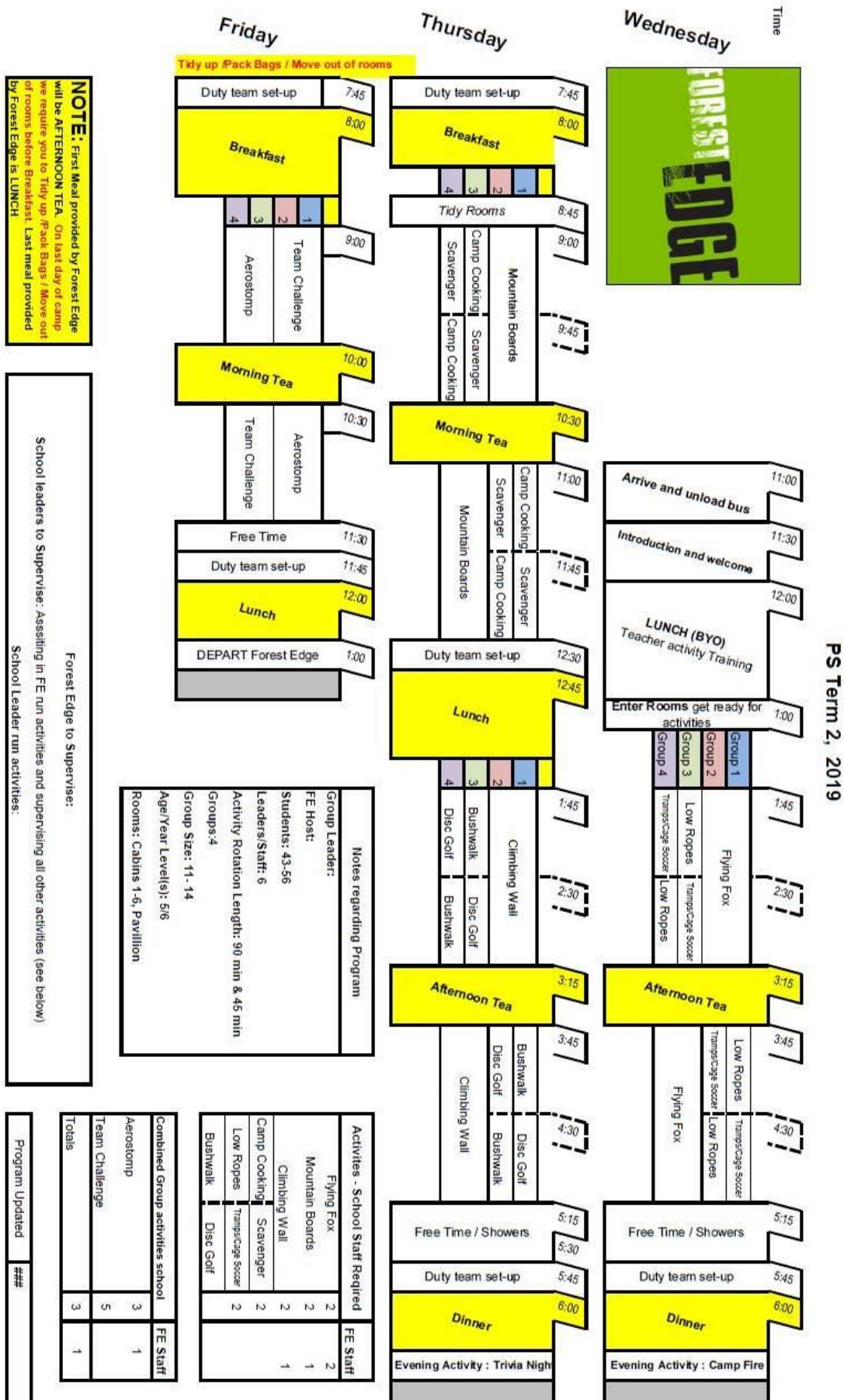
Forest Edge to Supervise:


School leaders to Supervise: Assisting in FE run activities and supervising all other activities (see below)

School Leader run activities:

Program Updated

22/02/2019



| PS term 2 , 2019   |  | Time  |   |
|--|--|---|---|
| <b>Wednesday</b>   |  |  |   |
| 11:00  | Arrive and unload bus                    | 11:00   |   |
| 11:30  | Introduction and welcome                 | 11:30   |   |
| 12:00  | LUNCH (BYO)<br>Teacher activity Training | 12:00   |   |
| 1:00   | Enter Rooms get ready for activities     | 1:00  |   |
| 1:45   | Group 1<br>Flying Fox                    | 1:45  |   |
| 2:30   | Group 2<br>Hut Building                  | 2:30  |   |
|  | Group 3<br>Disc Golf                     |   |   |
|  | Group 4<br>Low Ropes                     |   |   |
|  | Group 5<br>Trampoline Soccer             |   |   |
|  | Group 6<br>Low Ropes                     |   |   |
| 3:15   | Afternoon Tea                            | 3:15  |   |
| 3:45   | Low Ropes<br>Trampoline Soccer           | 3:45  |   |
| 4:30   | Flying Fox                               | 4:30  |   |
|  | Hut Building                             |   |   |
|  | Disc Golf                                |   |   |
| 5:15   | Free Time / Showers                      | 5:15  |   |
| 5:45   | Duty team set-up                         | 5:45  |   |
| 6:00   | Dinner                                   | 6:00  |   |
|  | Evening Activity : Camp Fire             |   |   |
| <b>Thursday</b>  |  |   |   |
| 7:45   | Duty team set-up                         | 7:45  |   |
| 8:00   | Breakfast                                | 8:00  |   |
| 8:45   | Tidy Rooms                               | 8:45  |   |
| 9:00   | Camp Cooking<br>Scavenger                | 9:00  |   |
| 9:45   | Camp Cooking<br>Scavenger                | 9:45  |   |
|  | Mountain Boards                          |   |   |
|  | Flying Fox                               |   |   |
| 10:30  | Morning Tea                              | 10:30   |   |
| 11:00  | Hut Building                             | 11:00   |   |
| 11:45  | Disc Golf                                | 11:45   |   |
|  | Low Ropes                                |   |   |
|  | Trampoline Soccer                        |   |   |
|  | Low Ropes                                |   |   |
|  | Climbing Wall                            |   |   |
| 12:30  | Duty team set-up                         | 12:30   |   |
| 12:45  | Lunch                                    | 12:45   |   |
| 1:45   | Climbing Wall                            | 1:45  |   |
| 2:30   | Camp Cooking<br>Scavenger                | 2:30  |   |
|  | Camp Cooking<br>Scavenger                |   |   |
|  | Mountain Boards                          |   |   |
| 3:15   | Afternoon Tea                            | 3:15  |   |
| 3:45   | Mountain Boards                          | 3:45  |   |
| 4:30   | Climbing Wall                            | 4:30  |   |
|  | Camp Cooking<br>Scavenger                |   |   |
|  | Camp Cooking<br>Scavenger                |   |   |
| 5:15   | Free Time / Showers                      | 5:15  |   |
| 5:30   | Duty team set-up                         | 5:30  |   |
| 6:00   | Dinner                                   | 6:00  |   |
|  | Evening Activity : Trivia Night          |   |   |
| <b>Friday</b>  |  |   |   |
| 7:45   | Duty team set-up                         | 7:45  |   |
| 8:00   | Breakfast                                | 8:00  |   |
| 9:00   | Team Challenge                           | 9:00  |   |
|  | Bushwalk                                 |   |   |
| 10:00  | Morning Tea                              | 10:00   |   |
| 10:30  | Bushwalk                                 | 10:30   |   |
|  | Team Challenge                           |   |   |
| 11:30  | Free Time                                | 11:30   |   |
| 11:45  | Duty team set-up                         | 11:45   |   |
| 12:00  | Lunch                                    | 12:00   |   |
| 1:00   | DEPART Forest Edge                       | 1:00  |   |
| Tidy up / Pack Bags / Move out of rooms  |  |   |   |
| <b>Notes regarding Program</b>   |  |   |   |
| Group Leader:  |  |   |   |
| FE Host:   |  |   |   |
| Students: 60-84 students   |  |   |   |
| Leaders/Staff: 6   |  |   |   |
| Activity Rotation Length: 90 mins & 45 mins  |  |   |   |
| Groups: 4  |  |   |   |
| Group Size: 10 - 14  |  |   |   |
| Age/Year Level(s): 5/6   |  |   |   |
| Rooms: Cabins 1-6, Pavilion  |  |   |   |
| <b>Activities - School Staff Required</b>  |  |   |   |
| Flying Fox   | 2  | FE Staff  | 2 |
| Mountain Boards  | 2  |   | 1 |
| Climbing Wall  | 2  |   | 1 |
| Low Ropes  | 2  |   |   |
| Camp Cooking   | 2  |   |   |
| Hut Building   | 1  |   |   |
| <b>Team Challenge</b>  |  |   |   |
| Bushwalk   |  |   |   |
| 1  |  |   |   |
| 5  |  |   |   |
| <b>Forest Edge to Supervise:</b>   |  |   |   |
| School leaders to Supervise: Assisting in FE run activities and supervising all other activities (see below) |  |   |   |
| School Leader run activities:  |  |   |   |
| Program Updated  |  | ###   |   |

**NOTE:** First Meal provided by Forest Edge will be AFTERNOON TEA. On last day of camp we require you to Tidy up / Pack Bags / Move out of rooms before Breakfast. Last meal provided by Forest Edge is LUNCH



## ACTIVITY OVERVIEW

The following information applies to all activities. Please refer to the individual activity descriptions for additional information and requirements relating to specific activities.

### AGE SUITABILITY

For age suitability, please see specific activity descriptions.

### RATIOS / GROUP SIZE

For leader/participant ratios and leader qualifications, please see specific activity descriptions. The recommended group size for activities depends on the length of the session and the activities chosen.

### ACTIVITY STAFFING

It is Forest Edge CYC policy that the user group teachers/leaders instruct activities whilst at Forest Edge, however some activities are considered by our accrediting body as **specialised activities**. For these activities a qualified Forest Edge staff member is required to set-up and operate the equipment and will be deemed the Activity Leader. A guest teacher/leader is also required at these activities and then deemed the Assistant Activity Leader. They are responsible for overall supervision, behaviour and safety of the campers at an activity, to and from the activity, and for those campers awaiting their turn. For Activity staffing requirements please see specific activity description.

### ACTIVITY LEADER RESPONSIBILITY

Leaders are responsible for:

- Camper supervision at all times. When Forest Edge staff are deemed Activity Leader, this responsibility falls to the Assistant Activity Leader
- Encouraging all campers to co-operate and work towards the goal
- Briefing the participants on safety and activity procedures
- Clarifying any questions

Management reserves the right to withdraw equipment or access to facilities should they be: not adequately supervised, used in an unsafe manner, or abused.

### PARTICIPANT RESPONSIBILITY

Participants are required to:

- Follow safety guidelines and instructions
- Act sensibly, with the welfare of the other group members in mind
- Listen to leaders and stay at the activity location unless other arrangements have been made

### LEADER / PARTICIPANT REQUIRED EXPERIENCE

For leader / participant required experience, please see specific activity description. Any leader training required is carried out on the first day after arrival. Site program staff will instruct leaders in the safe operation of the activities to enable them to supervise the session. Leaders will be required to complete the safety briefing at the beginning of the session and explain how the activity operates. An Activity Safety Guide will be provided.

### APPROPRIATE PARTICIPANT CLOTHING

All activities require participants to have;

- Long shorts and a sleeved t-shirt for harnessed activities (please no short-shorts or singlet tops)
- Board shorts, sleeved t-shirts and water shoes (thongs are not acceptable) are required for water activities
- Sunscreen and hat (during warmer months)
- Closed toe shoes are required for all activities

### FIRST AID REQUIREMENTS

The person responsible for first aid should attend to all first aid needs for group members. Their location should be noted before commencing the activity. The user group leaders are responsible for administering any first aid requirements to participants.

For off-site activities including the Bushwalks, groups will need an additional basic first aid kits to take with them.

### WEATHER

Outdoor activities are not suitable for operation in adverse weather conditions e.g. thunderstorms, strong winds and constant heavy rain. **Groups need to come prepared with alternate wet weather options.**

**ACTIVITY OVERVIEW** continued**EMERGENCY RESPONSE**

All campers are made aware of the emergency evacuation procedure upon arrival at camp. In case of an emergency, the entire group should stop the activity and make their way as a group to the emergency evacuation area. In case of an injury requiring treatment; the group should stop the activity and be seated together nearby. Someone should be sent to obtain extra assistance if necessary. Campsite staff should be informed as soon as possible.

**PARAMETERS**

- Activities are only to be used during Daylight hours
- Do not use if damage or excessive wear is evident

**IN EMERGENCY NOTIFY**

Emergency services and/or campsite management.

Refer to Emergency Management Plan – <http://forestedge.cyc.org.au/planning-resources/>

| Activity   | Age Suitability   | Site Staff | School Staff     | Numbers (per activity group)                            | Organisation/Activity Type   |
|--|-------------------|------------|------------------|---|--|
| Flying Fox   | Prep – Year 12    | 2          | 1<br>2           | 1 - 12 students<br>13 - 28 students                     | FE CYC Limited<br>Victorian DEECD<br>Challenge Ropes Course<br>- High Element<br><br>and / or<br><br>Victorian DEECD<br>Artificial Climbing<br>Structure |
| High Ropes   | Year 7 – Year 12  | 1          | 1<br>2<br>3      | 1 - 12 students<br>13 - 18 students<br>19 - 28 students |  |
| Climbing Wall  | Prep – Year 12    |            |                  |   |  |
| Crate Climb  | Grade 3 – Year 12 |            |                  |   |  |
| River Sledding<br>Raft Building  | Grade 5 – Year 12 | 2          | 1#<br>2#         | 1 - 20 students<br>21 - 28 students                     | FE CYC Limited<br>Victorian DEECD<br>Recreational Swimming   |
| Swimming + Waterslide<br>(max 20 in river)   | Grade 3 – Year 12 | 2          | 2#<br>3#         | 1 - 20 students<br>21 - 28 students                     | FE CYC Limited<br>Victorian DEECD<br>Recreational Swimming   |
| Archery  | Grade 3 – Year 12 | 1          | 1<br>2           | 1 - 20 students<br>21-28 students                       | FE CYC Limited   |
| Mountain Boarding  | Grade 5 - Year 12 | 1          | 1<br>2           | 1 - 20 students<br>21-28 students                       | FE CYC Limited   |
| Low Ropes<br>Initiatives Course  | Grade 3 – Year 12 | 0          | 2<br>3           | 1 - 24 students<br>25-28 students                       | Victorian DEECD<br>Challenge Ropes Course<br>- Low Element   |
| Bushwalk/ Paddock Walks  | All Ages          | 0          | 2*<br>3*<br>4* + | 1 - 20 students<br>21-30 students<br>31 + @ 1:10        | Victorian DEECD<br>Bushwalking   |
| Play Ground  | Prep - Grade 4    | 0          | 1                | 1 - 20 students   | FE CYC Limited   |
| Waterslide   | Prep – Year 12    | 0          | 2<br>3 +         | 1 - 20 students<br>21 + @1:20                           | FE CYC Limited   |
| Blockbuster<br>Bush Art Ed.<br>Camp Cooking<br>Cage Soccer<br>Disc Golf<br>Hut Building<br>Indoor Hockey<br>Initiative Games<br>Trampoline<br>Volleyball | All Ages          | 0          | 1<br>2+          | 1 - 20 students<br>21 + @1:20                           | FE CYC Limited   |
| Aerostomp<br>Indoor Games<br>Outdoor Games<br>Oval Sports<br>Photo Challenge<br>Riddle Rogaine<br>Scavenger Hunt<br>Team Challenge                       | All Ages          | 0          | 1<br>2+          | 1 - 20 students<br>21 + @1:20                           | FE CYC Limited   |

\* First Aid trained person required, staff with Bushwalking experience recommended

#Water activities experience and a CPR trained person are required for at least one of the school staff

## ACTIVITY OPTIONS: PROGRAM / SUPERVISED

### ARCHERY (SPECIALISED ACTIVITY)

#### LOCATION

The “long flat”- behind the stadium and to the left, at the bottom of the hill.

#### DESCRIPTION

The aim of this activity is to provide participants with a new recreational experience, to develop motor skills and understand the fundamental skills and safety issues associated with archery. Requires close supervision at all times.

#### AGE SUITABILITY

This activity is suited to participants Grade 3 and above.

#### RATIOS

This activity is not listed in the AAS or Education Department guidelines, therefore the supervision ratios are based on NSW Education Department Archery guidelines and CYC recommendations.

| ARCHERY GUIDELINES       |                |                     |
|--------------------------|----------------|---------------------|
| Organisation             | Staff Required | Participant numbers |
| NSW Education Department | 1              | 1-20                |

#### ACTIVITY STAFFING

This activity is specialised activity run by qualified Forest Edge staff members

| ARCHERY STAFFING  |                |                     |
|-------------------|----------------|---------------------|
| Organisation      | Staff Required | Participant numbers |
| Forest Edge Staff | 1              | 1-20                |
| Group Leaders     | 1<br>2         | 1-20<br>21-28       |

#### ACTIVITY LEADER REQUIRED EXPERIENCE

The activity leader must be a Forest Edge staff member qualified to run Archery to safety standards and procedures.

#### ASSISTANT REQUIRED EXPERIENCE

Assistants need no previous experience.

#### PARTICIPANT REQUIRED EXPERIENCE

Participants need no previous experience.

**ACTIVITY OPTIONS: PROGRAM / SUPERVISED continued****BUSH ART EDUCATION****LOCATION**

Groups are assigned a sheltered location in which to complete the activity (i.e. conference room, dining room, etc.)

**DESCRIPTION**

Participants work in groups to design an informative poster on a native Australian animal using various bush materials and information provided. Upon completion they present their poster to the rest of their group and talk about what they have learned.

**AGE SUITABILITY**

This activity is best suited for participants from Prep to Grade 6.

**RATIOS**

This activity is not listed in the AAS or Victorian Education Department activity guidelines; therefore ratios are set based on CYC recommendations of 1 leader to 20 participants.

**ACTIVITY STAFFING**

This activity is usually supervised by trained leaders from the user group. The leader is also responsible for overall supervision, behaviour and safety of the campers at an activity, to and from the activity and for those campers awaiting their turn.

| BUSH ART EDUCATION STAFFING |                |                     |
|-----------------------------|----------------|---------------------|
| Organisation                | Staff Required | Participant numbers |
| Forest Edge Staff           | N/A            | N/A                 |
| Group Leaders               | 1<br>2         | 1-20<br>21-28       |

**LEADER REQUIRED EXPERIENCE**

Leaders must be trained and signed off on Bush Art Education materials and procedures by Forest Edge staff. No previous experience is otherwise needed. It does help if the leader is creative so they can help inspire the participants and give them some ideas.

**PARTICIPANT REQUIRED EXPERIENCE**

Participants need no previous experience.



**ACTIVITY OPTIONS: PROGRAM / SUPERVISED continued****BUSHWALKING****LOCATION**

Off site in the Noojee State Forest which adjoins the Forest Edge property

**DESCRIPTION**

Participants walk on the bushwalk tracks in the forest –distance either 2.4 km (White Track) or 1.6km (Red Track).

**AGE SUITABILITY**

This activity is suitable for all ages

**RATIOS**

The ratios and qualifications for this activity have been taken from the Victorian Education Department Bush Walking guidelines.

| BUSH WALKING GUIDELINES |                |                     |
|-------------------------|----------------|---------------------|
| Organisation            | Staff Required | Participant numbers |
| VIC DEECD               | 2              | 1-20                |
|                         | 3              | 21-30               |
|                         | 4              | 31-40               |

**ACTIVITY STAFFING**

| BUSHWALKING STAFFING |                |                     |
|----------------------|----------------|---------------------|
| Organisation         | Staff Required | Participant numbers |
| Forest Edge Staff #  | N/A            | N/A                 |
| Group Leaders        | 2*             | 1-20                |
|                      | 3*             | 21-30               |
|                      | 4* +           | 31-40 @ 1:10        |

\*Bushwalking experience required. A First Aid trained person would be advisable.

**ACTIVITY LEADER REQUIRED EXPERIENCE**

Leaders will need to have an appropriate level of fitness to complete the walk, in addition to previous bush walking experience. At least one leader with a First Aid qualification is preferred.

Leaders are required to:

- Assess first aid requirements and identify participants at risk e.g. asthma, pre-existing injury
- Assess participants' fitness levels to be able to complete the bush walk
- Monitor the welfare and fitness of participants and assisting leaders throughout the walk

**ASSISTANT REQUIRED EXPERIENCE**

Assistants with previous bush walking experience and First Aid qualifications are recommended.

**PARTICIPANT EXPERIENCE**

Participants need no previous experience however they will need an appropriate level of fitness in order to complete the bush walk. Special consideration needs to be given for asthmatics as some of the track is steep. If participants will be unable to complete the bush walk for any reason they may join in with another activity group.

**PARTICIPANT CLOTHING**

Supportive closed toe shoes must be worn. A jacket and/or raincoat is recommended in winter.

# NOTE: Group may request Bushwalk as a Forest Edge Site Staff run activity

**ACTIVITY OPTIONS: PROGRAM / SUPERVISED continued****CAGE SOCCER****LOCATION**

Outside cage soccer- near cabin number 4 and the bridge at the McKerlie Creek cabins. Inside cage soccer- in the stadium near the toilets.

**DESCRIPTION**

Cage soccer is played like soccer, but instead of having 11 per team, it is played 1-on-1 inside the Cage Soccer cage. The object of the game is simple - be the first to score a certain number of goals, and you win.

**AGE SUITABILITY**

This activity is suitable for participants aged Grade 2 and above.

**RATIOS**

This activity is not listed in the AAS or Victorian Education Department activity guidelines; therefore ratios are set based on CYC recommendations of 1 leader to 20 participants.

**ACTIVITY STAFFING**

This activity is usually supervised by leaders from the user group. Before supervising this activity the leaders must be trained by site program staff. The leaders are also responsible for the overall supervision, behaviour and safety of the campers for the duration of the activity.

| CAGE SOCCER STAFFING |                |                     |
|----------------------|----------------|---------------------|
| Organisation         | Staff Required | Participant numbers |
| Forest Edge Staff    | N/A            | N/A                 |
| Group Leaders        | 1<br>2         | 1-20<br>21-28       |

**LEADER REQUIRED EXPERIENCE**

Leaders must be trained in the Cage Soccer rules and safety procedures then signed off by Forest Edge staff. Leaders do not need any previous experience in Cage Soccer.

**PARTICIPANT REQUIRED EXPERIENCE**

Participants need no previous experience.

**ACTIVITY OPTIONS: PROGRAM / SUPERVISED continued****CAMP COOKING – *seasonal activity*****LOCATION**

On site in one of the designated fire pits – availability subject to fire restrictions.

**DESCRIPTION**

Participants work together to mix damper dough and individually cook it over a camp fire

**AGE SUITABILITY**

This activity is suitable for all ages

**RATIOS**

This activity is not listed in the AAS or Education Department activity guidelines; therefore ratios are set based on CYC recommendations of 1 Leader to 20 Students.

**ACTIVITY STAFFING**

This is run by user group leaders who have been trained on the campfire rules and safety procedures by Forest Edge staff. The leader is also responsible for overall supervision, behaviour and safety of the campers at an activity, to and from the activity and for those campers awaiting their turn.

| CAMP COOKING STAFFING |                |                     |
|-----------------------|----------------|---------------------|
| Organisation          | Staff Required | Participant numbers |
| Forest Edge Staff     | N/A            | N/A                 |
| Group Leaders         | 1              | 1-20                |
|                       | 2              | 21-28               |

**NOTE:** If participant numbers increase the user group may have to provide extra staff to cover the activity ratios.

**LEADER REQUIRED EXPERIENCE**

Leaders must be able to construct and light a campfire. Leaders must be trained in the Campfire rules and safety procedures, by Forest Edge staff. Leaders do not need any previous experience with the Campfire, however some experience in cooking is recommended.

**PARTICIPANT REQUIRED EXPERIENCE**

Participants need no previous experience

**ACTIVITY OPTIONS: PROGRAM / SUPERVISED continued****CAMP OUT – seasonal activity****LOCATION**

Cabins- Around the Pavilion Area, use of Utilities block is included

Lodges and Whole Site – On the Long Flat, Portable toilets, water and extra shelter will be provided for a Camp Out.

**DESCRIPTION**

Participants work together to set up bell style tents (8 tents that sleep up to 8 campers each) and sleeping mats (provided by Forest Edge). Campers will then sleep overnight in them. Safe food preparation, dining and cleaning is provided and supervised by Forest Edge catering staff. A campfire may be available in one of the designated fire pits.

(Depending on season and weather)

**AGE SUITABILITY**

This activity is suitable for Grade 6 and upwards

**RATIOS**

This activity is not listed separately in the AAS or Education Department activity guidelines as onsite camping under canvas is considered the same as residential camping.

**ACTIVITY STAFFING**

This is run by user group leaders who have been trained on rules and safety procedures and how to set up the tents by Forest Edge program staff. The leader is also responsible for overall supervision, behaviour and safety of the campers overnight.

| OVERNIGHT CAMP OUT STAFFING |                      |                              |
|-----------------------------|----------------------|------------------------------|
| Organisation                | Staff Required       | Participant numbers          |
| Forest Edge Staff #         | N/A (1 if requested) | N/A                          |
| Group Leaders               | 2*<br>3*<br>4* +     | 1-20<br>21-30<br>31 + @ 1:10 |

# NOTE: Group may request Camp Out as a Forest Edge Site Staff run activity in regards to supervising setting up tents.

**LEADER REQUIRED EXPERIENCE:**

Leaders must be able to supervise setting up tents safely. Leaders must be trained in the Camp Out rules and safety procedures and campfire (if campfire is used), by Forest Edge program staff. Leaders do not need any previous experience, however some experience in tent camping and campfires is recommended.

**PARTICIPANT REQUIRED EXPERIENCE**

Participants need no previous experience.

**ACTIVITY OPTIONS: PROGRAM / SUPERVISED continued****CLIMBING WALL (SPECIALISED ACTIVITY)****LOCATION**

In the stadium

**DESCRIPTION**

The climbing wall comprises of two artificial walls with varying degrees of difficulty. Participants are to challenge their own limitations and aim to climb to the top. Participants are harnessed and attached to a belay system for safety.

**AGE SUITABILITY**

This activity is suitable for participants from Prep to Year 12

**RATIOS**

Activity ratios are based on the Victorian Education Department activity guidelines.

| CLIMBING WALL GUIDELINES |                |                     |
|--------------------------|----------------|---------------------|
| Organisation             | Staff Required | Participant numbers |
| Victorian DEECD          | 1              | 1-12                |
|                          | 2              | 13-18               |
|                          | 3              | 19-28               |

**ACTIVITY STAFFING**

This activity is a specialised activity run by qualified Forest Edge staff members.

| CLIMBING WALL STAFFING |                |                     |
|------------------------|----------------|---------------------|
| Organisation           | Staff Required | Participant numbers |
| Forest Edge Staff      | 1              | 1-24                |
|                        | 2              | 25-28               |
| Group Leaders          | 1              | 1-12                |
|                        | 2              | 13-18               |
|                        | 3              | 19-28               |

**ACTIVITY LEADER REQUIRED EXPERIENCE**

The activity leader will be a qualified Forest Edge staff member with training and experience running climbing wall.

**REQUIRED EXPERIENCE**

Leaders will need to assist Forest Edge staff in fitting safety equipment on students and ensuring students stay in their designated areas based on whether they are a participant or bystander. Previous experience assisting participants with harnesses, helmets, and other safety equipment is helpful but not required.

**PARTICIPANT REQUIRED EXPERIENCE**

Previous experience putting on harnesses, helmets and other safety equipment is helpful but not required.

**ACTIVITY OPTIONS: PROGRAM / SUPERVISED continued****CRATE CLIMB (SPECIALISED ACTIVITY)****LOCATION**

In the stadium. Crate climb is an ideal wet weather activity.

**DESCRIPTION**

Participants are broken up into two teams and assigned to each crate climb station. Each participant is harnessed in and begin stacking milk crates on top of one another, one at a time, progressively climbing higher and higher up the crates as they are stacked. Participants are challenged to use team work and balancing skills as each person seeks to get higher than the last and each team aims to have the greatest amount of crates stacked.

**AGE SUITABILITY**

This activity is suitable for participants aged from Grade 3 to Year 12

**RATIOS**

Activity ratios are based on the Victorian Education Department activity guidelines.

| CRATE CLIMB GUIDELINES |                |                     |
|------------------------|----------------|---------------------|
| Organisation           | Staff Required | Participant numbers |
| Victorian DEECD        | 1              | 1-12                |
|                        | 2              | 13-18               |
|                        | 3              | 19-28               |

**ACTIVITY STAFFING**

This activity is a specialised activity run by qualified Forest Edge staff members.

| CRATE CLIMB STAFFING |                |                     |
|----------------------|----------------|---------------------|
| Organisation         | Staff Required | Participant numbers |
| Forest Edge Staff    | 1              | 1-24                |
|                      | 2              | 25-28               |
| Group Leaders        | 1              | 1-12                |
|                      | 2              | 13-18               |
|                      | 3              | 19-28               |

**ACTIVITY LEADER REQUIRED EXPERIENCE**

The activity leader will be a qualified Forest Edge staff member with training and experience running Crate Climb.

**ASSISTANT REQUIRED EXPERIENCE**

Assistants will need to assist Forest Edge staff in fitting safety equipment on students and ensuring students stay in their designated areas based on whether they are a participant or bystander. Previous experience assisting participants with harnesses, helmets, and other safety equipment is helpful but not required.

**PARTICIPANT REQUIRED EXPERIENCE**

Previous experience putting on harnesses, helmets and other safety equipment is helpful but not required.

**ACTIVITY OPTIONS:** PROGRAM / SUPERVISED continued**DISC GOLF****LOCATION**

Starts south of the Latrobe River Lodges and finishes at the north side of the oval

**DESCRIPTION**

Using a set of discs specific to the task, participants refine the accuracy and precision of their throws to reach each “hole” in the least amount of throws.

**AGE SUITABILITY**

This activity is suitable for Grade 3 to Year 12.

**RATIOS**

This activity is not listed in the AAS or Victorian Education Department activity guidelines; therefore ratios are set based on CYC recommendations of 1 leader to 20 participants.

**ACTIVITY STAFFING**

This activity is usually supervised by trained and signed off leaders from the user group. The leader is also responsible for overall supervision, behaviour and safety of the campers at an activity, to and from the activity and for those campers awaiting their turn.

| DISC GOLF STAFFING |                |                     |
|--------------------|----------------|---------------------|
| Organisation       | Staff Required | Participant numbers |
| Forest Edge Staff  | N/A            | N/A                 |
| Group Leaders      | 1<br>2         | 1-20<br>21-28       |

**LEADER REQUIRED EXPERIENCE**

Leaders must be trained and signed off on the safety rules and procedures of Disc Golf. No previous experience is required, it would be a benefit if leaders know how to throw a Frisbee.

**PARTICIPANTS REQUIRED EXPERIENCE**

No previous experience needed. It would be of benefit if participants know how to throw a Frisbee.

**ACTIVITY OPTIONS:** PROGRAM / SUPERVISED continued**FLYING FOX (SPECIALISED ACTIVITY)****LOCATION**

The 'take off area' is near the site entry, past the low ropes area at the top of the hill. The 'landing zone' is the activity meeting area and is near the entry to the office car park.

**DESCRIPTION**

The flying fox allows a participants to travel harnessed along a zip line for 300 meters. To get to the "take-off area" participants will need to walk from the "landing zone" to the take-off area via a walking track. There are 2 lines enabling 2 participants at a time. Participants will need to work as a team for the flying fox session to operate efficiently.

**AGE SUITABILITY**

This activity is suitable for participants aged from Prep to Year 12

**RATIOS**

Activity ratios are based on the Victorian Education Department activity guidelines.

| FLYING FOX GUIDELINES |                |                     |
|-----------------------|----------------|---------------------|
| Organisation          | Staff Required | Participant numbers |
| Victorian DEECD       | 1              | 1-12                |
|                       | 2              | 13-18               |
|                       | 3              | 19-28               |

**ACTIVITY STAFFING**

This activity is a specialised activity run by qualified Forest Edge staff members.

| FLYING FOX STAFFING |                |                     |
|---------------------|----------------|---------------------|
| Organisation        | Staff Required | Participant numbers |
| Forest Edge Staff   | 2              | 1-28                |
| Group Leaders       | 1              | 1-12                |
|                     | 2              | 13-28               |

**ACTIVITY LEADER REQUIRED EXPERIENCE**

The activity leader will be a qualified Forest Edge staff member with training and experience running Flying Fox.

**ASSISTANT REQUIRED EXPERIENCE**

Assistants will be trained by Forest Edge staff members on unclipping participants from the flying fox landing zone and from safety harnesses. Assistants will also assist Forest Edge staff in fitting safety equipment on students and ensuring students stay in the designated seating area. Previous experience with operating carabiners, and assisting participants with harnesses, helmets, and other safety equipment is helpful but not required.

**PARTICIPANT REQUIRED EXPERIENCE**

Previous experience putting on harnesses, helmets and other safety equipment is helpful but not required.



**ACTIVITY OPTIONS:** PROGRAM / SUPERVISED continued**HUT BUILDING****LOCATION**

Off site in the Noojee State Forest which adjoins the Forest Edge property in a marked area

**DESCRIPTION**

Participants work as a team to build a sturdy, waterproof hut which they can all fit under. Once complete, the hut will be tested with water.

**AGE SUITABILITY**

This activity is suitable for all ages.

**RATIOS**

This activity is not listed in the AAS or Victorian Education Department activity guidelines; therefore ratios are set based on CYC recommendations of 1 leader to 20 participants.

**ACTIVITY STAFFING**

This activity is usually supervised by trained and signed off leaders from the user group. The leader is also responsible for overall supervision, behaviour and safety of the campers at an activity, to and from the activity and for those campers awaiting their turn.

| HUT BUILDING STAFFING |                |                     |
|-----------------------|----------------|---------------------|
| Organisation          | Staff Required | Participant numbers |
| Forest Edge Staff     | N/A            | N/A                 |
| Group Leaders         | 1<br>2         | 1-20<br>21-28       |

**LEADER REQUIRED EXPERIENCE**

Leaders must be trained and signed off on the safety rules and procedures of Hut Building. Leaders need no previous experience.

**PARTICIPANTS REQUIRED EXPERIENCE**

Participants need no previous experience.

**ACTIVITY OPTIONS: PROGRAM / SUPERVISED continued****HIGH ROPES (SPECIALISED ACTIVITY)****LOCATION**

On the far side of the oval near the McKerlie Creek Cabins

**DESCRIPTION**

The high ropes course has elements at two different heights. The upper level is appropriate for people with more experience or confidence. It is considered more difficult than the lower level as the elements have a higher exposure and a greater risk perception. Participants on the lower course (about 5m off the ground) can choose between 2 courses each with 4 elements. The left circuit has some challenges regarding physical skill and problem solving, the right circuit has challenges in regard to balance. Participants on the lower courses are harnessed and attached to a smart belay system for safety. Participants on the upper circuit have a belay team on the ground keeping them safe with their harness attached to a rope.

**AGE SUITABILITY**

This activity is suitable for participants aged from Year 7 to Year 12

**RATIOS**

Activity ratios are based on the Victorian Education Department activity guidelines.

| HIGH ROPES GUIDELINES |                |                     |
|-----------------------|----------------|---------------------|
| Organisation          | Staff Required | Participant numbers |
| Victorian DEECD       | 1              | 1-12                |
|                       | 2              | 13-18               |
|                       | 3              | 19-28               |

**ACTIVITY STAFFING**

This activity is a specialised activity run by qualified Forest Edge staff members.

| HIGH ROPES STAFFING |                |                     |
|---------------------|----------------|---------------------|
| Organisation        | Staff Required | Participant numbers |
| Forest Edge Staff   | 1              | 1-24                |
|                     | 2              | 25-28               |
| Group Leaders       | 1              | 1-12                |
|                     | 2              | 13-18               |
|                     | 3              | 19-28               |

**ACTIVITY LEADER REQUIRED EXPERIENCE**

Forest Edge qualified staff will be instructing this activity at all times. Site program staff will complete a safety briefing at the beginning of the session and explain how the activity operates. A harness demonstration may also be required.

**ASSISTANT REQUIRED EXPERIENCE**

Previous experience assisting participants with putting on harnesses and helmets is helpful but not required.

**PARTICIPANT REQUIRED EXPERIENCE**

Previous experience putting on harnesses, helmets and other safety equipment is helpful but not required.

**ACTIVITY OPTIONS: PROGRAM / SUPERVISED continued****INDOOR HOCKEY****LOCATION**

In the stadium

**DESCRIPTION**

Indoor Hockey is a sport similar to ice hockey but played without ice skates. Skaters on two teams use hockey sticks to direct a disk-shaped puck into the opponent's goal.

**AGE SUITABILITY**

This activity is generally suited to participants from Grade 5 to Year 12.

**RATIOS**

This activity is not listed in the AAS or Education Department activity guidelines; therefore ratios are set based on CYC recommendations of 1 Leader to 20 Students.

**ACTIVITY STAFFING**

This is run by user group leaders who have been trained in the Indoor Hockey rules and safety procedures, by Forest Edge staff. The leader is also responsible for overall supervision, behaviour and safety of the campers at an activity, to and from the activity and for those campers awaiting their turn.

| INDOOR HOCKEY STAFFING |                |                     |
|------------------------|----------------|---------------------|
| Organisation           | Staff Required | Participant numbers |
| Forest Edge Staff      | N/A            | N/A                 |
| Group Leaders          | 1<br>2         | 1-20<br>21-28       |

**NOTE:** If participant numbers increase the user group may have to provide extra staff to cover the activity ratios.

**LEADER REQUIRED EXPERIENCE**

Leaders must be trained and signed off on the Indoor Hockey rules and safety procedures by Forest Edge staff. Leaders do not need any previous experience with Indoor Hockey.

**PARTICIPANT REQUIRED EXPERIENCE**

Participants do not require previous experience.

**ACTIVITY OPTIONS: PROGRAM / SUPERVISED continued****INITIATIVES COURSE****LOCATION**

On the far side of the oval near the mini golf area

**DESCRIPTION**

This activity is comprised of a number of different elements which require alternate thinking patterns and team work to achieve the overall goal

**AGE SUITABILITY**

This activity is suitable for participants Prep to Year 12.

**RATIOS**

Activity ratios are based on the Victorian Education Department activity guidelines.

| INITIATIVES GUIDELINES |                |                     |
|------------------------|----------------|---------------------|
| Organisation           | Staff Required | Participant numbers |
| Victorian DEECD        | 2              | 1-24                |

**ACTIVITY STAFFING**

This activity is run by user group leaders who have been trained and signed off on safety rules and procedures by Forest Edge staff members. The leader is also responsible for overall supervision, behaviour and safety of the campers at an activity, to and from the activity and for those campers awaiting their turn.

| INITIATIVES STAFFING |                |                     |
|----------------------|----------------|---------------------|
| Organisation         | Staff Required | Participant numbers |
| Forest Edge Staff    | N/A            | N/A                 |
| Group Leaders        | 2<br>3         | 1-24<br>25-28       |

**LEADER REQUIRED EXPERIENCE**

Leaders must be trained and signed off on the Initiatives Course rules and safety procedures by Forest Edge staff. Leaders do not need any previous experience with low element challenge courses.

**PARTICIPANT REQUIRED EXPERIENCE**

Participants do not require previous experience.

**ACTIVITY OPTIONS: PROGRAM / SUPERVISED continued****INITIATIVE GAMES****LOCATION**

Can be done at any location with space for group (indoor or outdoor).

**DESCRIPTION**

This activity is comprised of a number of different activities which require alternate thinking patterns and team work to achieve the overall goal

**AGE SUITABILITY**

This activity is suitable for participants of all ages.

**RATIOS**

Activity ratios are based on the Victorian Education Department activity guidelines.

| INITIATIVES GUIDELINES |                |                     |
|------------------------|----------------|---------------------|
| Organisation           | Staff Required | Participant numbers |
| Victorian DEECD        | 1              | 1-24                |

**ACTIVITY STAFFING**

This activity is run by user group leaders who have been trained and signed off on safety rules and procedures by Forest Edge staff members. The leader is also responsible for overall supervision, behaviour and safety of the campers at an activity, to and from the activity and for those campers awaiting their turn.

| INITIATIVES STAFFING |                |                     |
|----------------------|----------------|---------------------|
| Organisation         | Staff Required | Participant numbers |
| Forest Edge Staff    | N/A            | N/A                 |
| Group Leaders        | 1              | 1-24                |

**LEADER REQUIRED EXPERIENCE**

Leaders must be trained and signed off on the Initiative Games rules and safety procedures by Forest Edge staff. Leaders do not need any previous experience with low element challenge courses.

**PARTICIPANT REQUIRED EXPERIENCE**

Participants do not require previous experience.

**ACTIVITY OPTIONS: PROGRAM / SUPERVISED continued**

## LOW ROPES COURSE

**LOCATION**

In the valley on the north side of the flying fox area

**DESCRIPTION**

Participants climb around different low elements of the course, requiring a range of skills, without touching the ground. Team members use correct spotting techniques to keep the climber safe.

**AGE SUITABILITY**

This activity is suitable for participants Prep to Year 12.

**RATIOS**

Activity ratios are based on the Victorian Education Department activity guidelines.

| LOW ROPES GUIDELINES |                |                     |
|----------------------|----------------|---------------------|
| Organisation         | Staff Required | Participant numbers |
| Victorian DEECD      | 2              | 1-24                |
|                      | 3              | 25-28               |

**ACTIVITY STAFFING**

This activity is run by user group leaders who have been trained and signed off on safety rules and procedures by Forest Edge staff members. The leader is also responsible for overall supervision, behaviour and safety of the campers at an activity, to and from the activity and for those campers awaiting their turn.

| LOW ROPES STAFFING |                |                     |
|--------------------|----------------|---------------------|
| Organisation       | Staff Required | Participant numbers |
| Forest Edge Staff  | N/A            | N/A                 |
| Group Leaders      | 2              | 1-24                |
|                    | 3              | 25-28               |

**LEADER REQUIRED EXPERIENCE**

Leaders must be trained and signed off on the Initiatives Course rules and safety procedures by Forest Edge staff. Leaders do not need any previous experience with low element challenge courses.

**PARTICIPANT REQUIRED EXPERIENCE**

Participants do not require previous experience.

**ACTIVITY OPTIONS: PROGRAM / SUPERVISED continued****MOUNTAIN BOARDING (SPECIALISED ACTIVITY)****LOCATION**

On site – Sloping grassed area at the base of the hill behind the gym.

**DESCRIPTION**

Mountain boarding combines the freestyle aspects of snowboarding, skateboarding and surfing with the trail and mountain riding aspects of mountain biking. A mountain board is part skateboard, and part snowboard. Most mountain boards include a rugged deck, adjustable steering system, large air filled tires, and foot strap system.

**AGE SUITABILITY**

This activity is suitable for participants from Grade 5 to Year 12.

**ACTIVITY STAFFING**

This activity is a specialised activity run by qualified Forest Edge staff members.

| MOUNTAIN BOARDING STAFFING |                |                     |
|----------------------------|----------------|---------------------|
| Organisation               | Staff Required | Participant numbers |
| Forest Edge Staff          | 1              | 1-28                |
| Group Leaders              | 1              | 1-20                |
|                            | 2              | 21-28               |

**NOTE:** If participant numbers increase the user group may have to provide extra staff to cover the activity ratios.

**LEADER REQUIRED EXPERIENCE**

Leaders will need to assist Forest Edge staff in fitting safety equipment on students and ensuring students stay in their designated areas based on whether they are a participant or bystander. Previous experience assisting participants with wrist, knee and elbow guards, helmets, and other safety equipment is helpful but not required.

**PARTICIPANT REQUIRED EXPERIENCE**

Participants do not require previous experience.

**ACTIVITY OPTIONS: PROGRAM / SUPERVISED continued****PADDOCK WALK****LOCATION**

Up the hill, next to the main office/auditorium building

**DESCRIPTION**

Participants will walk up the paddock hill and experience amazing views.

**AGE SUITABILITY**

This activity is suitable for all ages.

**RATIOS**

The ratios and qualifications for this activity have been taken from the Victorian Education Department bush walking guidelines.

| PADDOCK WALK GUIDELINES |                |                     |
|-------------------------|----------------|---------------------|
| Organisation            | Staff Required | Participant numbers |
| VIC DEECD               | 2              | 1-20                |
|                         | 3              | 21-30               |
|                         | 4              | 31-40               |

**ACTIVITY STAFFING**

This is run by user group leaders who have been trained and signed off by Forest Edge staff on the Paddock Walk course and procedures. The leader is also responsible for overall supervision, behaviour and safety of the campers at the activity, to and from the activity, and for those campers awaiting their turn.

| PADDOCK WALK GUIDELINES |                  |                               |
|-------------------------|------------------|-------------------------------|
| Organisation            | Staff Required   | Participant numbers           |
| Forest Edge Staff #     | N/A              | N/A                           |
| Group Leaders           | 2*<br>3*<br>4* + | 1-20<br>21-30<br>31-40 @ 1:10 |

\*Paddock walking experience required. A First Aid trained person would be advisable.

**LEADER REQUIRED EXPERIENCE**

Leaders must be trained in the Paddock Walk course and safety procedures by Forest Edge staff. It is recommended that at least one of the leaders in the group have a level 2 First Aid qualification.

Leaders are required to:

- Assess first aid requirements and identify participants at risk e.g. asthma, pre-existing injury
- Assess participants fitness levels to be able to complete the paddock walk
- Monitor the welfare and fitness of participants and assisting leaders throughout the walk

**PARTICIPANT REQUIRED EXPERIENCE**

Participants require no previous experience.

**PARTICIPANT CLOTHING**

Supportive closed toe shoes must be worn. A jacket and/or raincoat is recommended in winter.



**ACTIVITY OPTIONS: PROGRAM / SUPERVISED continued****RAFT BUILDING / RIVER SLEDDING / SWIMMING****VENUE**

The Latrobe River flows along 1.5km of Forest Edge's property boundary. It is a shallow, slow flowing, river pebble and sand bottom river venue. Average depth is less than 1 metre however some areas can reach 2 meters in depth.

The river at Forest Edge is classified as a Type 2 venue or a Type 3 (non beach) venue when the water is not clear.

Water activities are only available late October to early April, weather permitting.

Water activities are NEVER permitted in the following circumstances;

- During times of flood
- When debris is located in the activity area
- During the hours of darkness
- If qualified staff are not available to be present at the activity
- If correct leader / participant ratios are not met

**RATIOS**

Forest Edge operates on the follow ratios for river activities.

| Venue Types            | Staff Required   | Numbers (per activity group)              | Organisation                            |
|------------------------|--|---|---|
| Venue Type 1,<br>2 & 3 | 2 qualified + 1 assisting<br>2 qualified + 2 assisting | 1 - 14 participants<br>15-28 participants | Life Saving Victoria<br>Victorian DEECD |

**FOREST EDGE ACTIVITY STAFFING QUALIFICATIONS**

All water activities are run by Forest Edge staff, they hold a current LSV Inland Waterways Lifesaving Certificate or a recognised Swiftwater Rescue Certificate. These certificates allows them to work in venue types 1, 2, and 3.

**ASSISTANTS QUALIFICATIONS**

- Have experience in the activity at the level being offered to students
- Be able to assume a supervisory role during the activity
- Be competent in emergency response procedures, including CPR
- Have conferred with the instructor to establish the emergency response and supervision responsibilities.

**FOREST EDGE PROGRAM STAFF RESPONSIBILITY**

- Adequately brief participants and leaders on water safety and correct techniques
- Inspect equipment for damage and serviceability before and after the activity
- Brief ALL other leaders as to their roles and responsibilities, such as;
  - Specific roles in 'who does what'
  - Roles and procedures to be implemented in an emergency
- Conduct a head count at the beginning, periodically throughout and at the end of the session
- Supervise the proper conduct of the group

**ASSISTANT LEADER RESPONSIBILITY- TEACHERS ASSISTING**

Assistant Leaders are responsible to:

- Conduct a head count at the beginning, periodically throughout and at the end of the session
- Supervise the proper conduct of the group
- Assistants must have the ability to competently initiate emergency response procedures, including CPR, and must be able to assume a supervisory role during the activity

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**ACTIVITY OPTIONS: PROGRAM / SUPERVISED continued****RAFT BUILDING (SPECIALISED ACTIVITY)****LOCATION**

The Latrobe River near the initiative activities area to the McKerlie Creek

**DESCRIPTION**

Raft building is a team initiative activity where group members attempt to build a reliable raft using the equipment provided, that can support at least two people and travel on water. Working in two teams, participants are given time to plan and build a raft, which they then race down the river.

**AGE SUITABILITY**

This activity is suitable for participants aged from Grade 5 to Year 12

**FOREST EDGE STAFF RESPONSIBILITY**

Ensure all participants entering the water are wearing a buoyancy vest and helmet that are fitted correctly

**ASSISTANT REQUIRED EXPERIENCE**

Assistants need no previous experience

**PARTICIPANT CLOTHING**

Closed toe footwear must be worn **at all times** even whilst in the water (thongs are not appropriate)

Bathers, t-shirt and shorts

**RIVER SLEDDING (SPECIALISED ACTIVITY)****LOCATION**

The Latrobe River near the long flat between the archery and swimming areas

**DESCRIPTION**

Participants travel on river sleds down a section of the Latrobe River. Working in pairs, partners encourage and reassure one another and look out for each other's safety.

**AGE SUITABILITY**

This activity is suitable for participants aged from Grade 5 to Year 12

**LEADER RESPONSIBILITY**

Ensure all participants entering the water are wearing a buoyancy vest and helmet that are fitted correctly

**ASSISTANT REQUIRED EXPERIENCE**

Assistants are required to;

- Have one **teacher in the water** to assist active participants
- Have one **teacher on land** to supervise the remainder of the group
- Hold a current CPR qualification

**PARTICIPANT CLOTHING**

Closed toe footwear must be worn **at all times** even whilst in the water (thongs are not appropriate)

Bathers, t-shirt and shorts

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**ACTIVITY OPTIONS: PROGRAM / SUPERVISED continued****SWIMMING (SPECIALISED ACTIVITY)****LOCATION**

At 'the beach' area of the Latrobe River

**DESCRIPTION**

The swimming area is a large waterhole with a sand beach entry. The deepest point on the opposite side of the river is approximately 2 metres in depth, with unclear water where the bottom is not visible.

**AGE SUITABILITY**

This activity is suitable for participants aged from Grade 3 to Year 12. Students may also be required to wear a correctly fitted Lifejacket.

**PARTICIPANT CLOTHING**

Closed toe footwear must be worn **at all times** even whilst in the water (thongs are not appropriate)  
Bathers, t-shirt and shorts

**ACTIVITY OPTIONS: PROGRAM / SUPERVISED continued****SCAVENGER HUNT****LOCATION**

Begin in a central location (ie Dining Room veranda), activity spans FE grounds.

**DESCRIPTION**

Students use teamwork, effective communication and time management skills to find and collect a list of items throughout the Forest Edge grounds.

**AGE SUITABILITY**

This activity is suitable for Prep to Grade 6.

**RATIOS**

This activity is not listed in the AAS or Victorian Education Department activity guidelines; therefore ratios are set based on CYC recommendations of 1 leader to 20 participants.

**ACTIVITY STAFFING**

This activity is usually supervised by trained and signed off leaders from the user group. The leader is also responsible for overall supervision, behaviour and safety of the campers at an activity, to and from the activity and for those campers awaiting their turn.

| DISC GOLF STAFFING |                |                     |
|--------------------|----------------|---------------------|
| Organisation       | Staff Required | Participant numbers |
| Forest Edge Staff  | N/A            | N/A                 |
| Group Leaders      | 1              | 1-20                |

**LEADER REQUIRED EXPERIENCE**

Leaders must be trained and signed off on the safety rules and procedures of Scavenger Hunt. No previous experience is required, it would be a benefit if leaders have a general overview of the Forest Edge grounds.

**PARTICIPANTS REQUIRED EXPERIENCE**

No previous experience needed..

**ACTIVITY OPTIONS: PROGRAM / SUPERVISED continued****TEAM CHALLENGE****LOCATION**

Gym, conference rooms, outside, or oval

**DESCRIPTION**

The group is divided into two teams. Teams compete against each other in 12 fun challenging mini games that will test their mind, athletic ability and problem solving skills

**AGE SUITABILITY**

This activity is suitable for all ages.

**RATIOS**

This activity is not listed in the AAS or Victorian Education Department activity guidelines; therefore ratios are set based on CYC recommendations of 1 leader to 20 participants.

**ACTIVITY STAFFING**

This is run by user group leaders who have been trained and signed off by Forest Edge staff on Team Challenge methods and safety procedures. The leader is also responsible for overall supervision, behaviour and safety of the campers at the activity, to and from the activity, and for those campers awaiting their turn.

| TEAM CHALLENGE STAFFING |                |                     |
|-------------------------|----------------|---------------------|
| Organisation            | Staff Required | Participant numbers |
| Forest Edge Staff       | N/A            | N/A                 |
| Group Leaders           | 1              | 1-20                |

**LEADER REQUIRED EXPERIENCE**

Leaders will be trained and signed off by Forest Edge staff on safety procedures and processes. Leaders do not require previous experience.

**PARTICIPANT REQUIRED EXPERIENCE**

Participants require no previous experience.

**ACTIVITY OPTIONS: PROGRAM / SUPERVISED continued****WATERSLIDE****LOCATION**

Outside, east of La Trobe Lodges. Above beach area.

**DESCRIPTION**

The waterslide is 60 meters long PVC slide. Water is pumped from the river through a sprinkler system. Group is instructed on how to go safely down the slide, one person at a time.

**AGE SUITABILITY**

This activity is suitable for participants Grade Prep to Year 12

**RATIOS**

This activity is not listed in the AAS or Victorian Education Department activity guidelines; therefore ratios are set based on CYC recommendations of 1 leader to 20 participants.

**ACTIVITY STAFFING**

This is run by user group leaders who have been trained and signed off by Forest Edge staff on the use of the waterslide. The leader is also responsible for overall supervision, behaviour and safety of the campers at the activity, to and from the activity, and for those campers awaiting their turn.

**LEADER REQUIRED EXPERIENCE**

Leaders will be trained and signed off by Forest Edge staff on safety procedures and processes. Leaders do not require previous experience.

**PARTICIPANT REQUIRED EXPERIENCE**

Participants require no previous experience.

**ACTIVITY STAFFING**

| Waterslide STAFFING |                  |                                    |
|---------------------|------------------|------------------------------------|
| Organisation        | Staff Required   | Participant numbers                |
| Forest Edge Staff # | N/A              | N/A                                |
| Group Leaders       | 2*<br>3*<br>4* + | 1-20<br>21-40<br>41-60 etc. @ 1:20 |

**PARTICIPANT CLOTHING**

This activity is the only exception to our footwear requirements. This activity **MUST** be done **without** footwear (i.e. bare feet!)

Bathers, t-shirt and shorts

## FREE TIME / RECREATIONAL ACTIVITIES

### BLOCKBUSTER

#### LOCATION

Conference room, gym, deck, dining room, pavilion

#### DESCRIPTION

User group leaders split participants into two teams and they are given 11 blocks with letters marked on each side of the block. 2 people from each team stand up and the teacher will give them a word they have to spell using the blocks. The rest of the team will need to guess the word. It may seem simple but with some words you have to specifically use certain blocks or else it won't work. This is a great wet weather option.

### INDOOR GAMES: Ed's Alley, Poly Pong, Basketball, Dodge Ball

#### LOCATION

Stadium

#### DESCRIPTION

User group leaders supervise participants as they participate in a round robin of table tennis, Ed's alley and basketball. This can be used as an activity rotation or as individual games/activities to be supervised by user group leaders.

### OVAL SPORTS: Cricket, Football, Soccer, Ball Games, Ultimate Frisbee

#### LOCATION

On the football oval in the centre of camp.

#### DESCRIPTION

User group leaders supervise participants as they utilize the oval to play any number of games including cricket, football, soccer, Ultimate Frisbee and other games.

### PLAYGROUND

#### LOCATION

To the left-hand side of the lodges

#### DESCRIPTION

Participants will get the chance to have a bit of down time/free time on the playground. It also gives the teacher some relax time as they sit on the nearby deck and watch the participants play.

#### AGE SUITABILITY

This activity is suitable for participants in Prep to Grade 4.

### RIDDLE ROGAINE

#### LOCATION

Groups start at a central location then locate the riddles that are hidden around the site.

#### DESCRIPTION

Participants work in groups to find and solve riddles located around the site using the map provided.

#### AGE SUITABILITY

This activity is suitable for participants in Grade 5 to Year 12.

### TRAMPOLINE

#### LOCATION

Near the oval, next to high ropes

#### DESCRIPTION

User group leaders supervise participants as they jump on our 2 in-ground trampolines. This activity can be joined with Cage Soccer with half of the group at Cage Soccer and half of the group at Trampoline- with a teacher at each activity.

**Rules:** one at a time, no shoes, no using after dark, no flips/summersaults

### VOLLEYBALL

#### LOCATION

Location 1- At the back of the campsite down near the beach area. Location 2- along the creek on the way to high ropes.

#### DESCRIPTION

The user group leader supervises the group and splits them into 2 or more teams who will participate in a game of volleyball.