

Snoozefest 2021 Information for Leaders

This information should be read in conjunction with the [Event Information Booklet](#) for parents and Guides. If, after reading both documents, you have any questions please email katie.possingham@guidesvic.org.au.

Leaders who attend Snoozefest are there to ensure the safety and enjoyment of the youth members. Leaders who wish to attend should only register if they are willing and able to supervise youth members. A number of Girl Guides will be allocated to Leaders once registrations have closed. These will likely be Girl Guides you know from your own Unit, but may include Girl Guides from other Units or Districts whose regular Leader is unable to attend.

For Snoozefest 2021, there is no pre-selection or expression of interest process for Leaders. Leaders wishing to attend must [register themselves online](#) before **registrations close on Monday 26 April 2021.**

Leaders are responsible for discussing with other adult volunteers in their Unit and/or District about which adults are attending from their local area **before** registering online.

Keep in mind the Girl Guides Australia adult:youth ratios when assessing how many Leaders you should send from your local area:

Guides 9 - 14	1:8 (1 Adult for every 8 Guides)
Guides 14 -17	1:10 (1 Adult for every 10 Guides)

Use these ratios as a guide and round up or down as necessary. For example, if you have 12 Guides attending, one Leader would be suitable. If you have 18 Guides attending, two Leaders would be more appropriate.

If you would like to attend Snoozefest but have no youth members attending from your Unit or District please contact katie.possingham@guidesvic.org.au asap to be matched with another Unit or District unable to find Leaders.

Before the event

Once registrations have closed, we will contact you with a list of all registered Girl Guides who you will be responsible for supervising while at Snoozefest. It is important that your contact details are accurate on the GGV database at the time of registration. **Your contact details will be provided to the Girl Guides allocated to you.**

Once you have received your list, you will need to contact each Guide on your list and:

- Introduce yourself
- Arrange a way for Guides to find you at the meeting point outside of Luna Park
- Remind them to bring their health form & medications if required
- Check that they have the correct bedding to be warm and dry

Arrival: Sign-in will be between 6:30 pm and 7:30 pm on Saturday 15 May. More details about the process will be provided closer to the event. For safety reasons, due to limited space, **parents/guardians will not be permitted access to Luna Park during Snoozefest.**

Departure: Sign-out will be at 8:30 am. After this time, all Girl Guides will be in the care of their parent/guardian or Unit Leader. All Girl Guides will be required to be signed out by their parent or Unit Leader at the entrance gate before leaving Luna Park. **Parents will not be allowed to access the Luna Park grounds.** Any early departures will need to be discussed with the Snoozefest committee prior to the event. These requests can be emailed to katie.possingham@guidesvic.org.au.

Bedding: We encourage you to organise a bedroll making night during your regular Girl Guide meeting time to focus on appropriate bedding for sleeping under the stars and how to make a bedroll. Please make sure that all tarps and bedding are clearly labeled with full names and Unit/District.

First Aid arrangements

Leaders travelling to Snoozefest with youth members should take a small First Aid Kit to ensure first aid can be administered if needed before and after the event.

Health forms will be emailed to all youth participants approximately two weeks before Snoozefest. This must be filled in within 24 hours of Snoozefest, and handed in upon sign-in.

No health form = no entry.

Upon sign-in, your Girl Guides will need to hand in a copy of their current plan for any medical conditions listed on their health form (e.g. asthma management plan, anaphylaxis management plan etc.).

All personal medication (except asthma puffers and Epipens) must be:

- Handed in upon sign-in (this includes analgesics like paracetamol and ibuprofen)

- In its original packaging in a snap-lock bag clearly labelled with: Girl Guide's full name, Unit, and dosage instructions
- Itemised on the health form

Girl Guides Victoria volunteers are not permitted to issue any medication to youth members without the consent of their parent/guardian.

As this is a State Event, all Youth Participants are formally under the care of our Event Leader In Charge. To enable us to adequately manage and document participant health and wellbeing, if First Aid is required during Snoozefest 2021 (including taking medication), the Unit Leader and the Guide are asked to make their way to the First Aid area to see our Event First Aid Team.

If at any time you need assistance throughout the night, the Event First Aid Team will be wearing a Snoozefest 2021 committee t-shirt and a high-visibility vest – so they'll be easy to spot!

On Sunday at 8:00 am, all health forms need to be handed into the Event First Aider team. This is to ensure that they are properly recorded and stored as required. Medication handed in by Girl Guides can be handed back to the Girl Guide at this time.

Leader Rides: Leaders have the option to enjoy the rides along with the Girl Guides. This will be at a discounted cost of **\$25 per adult**. If you would like to go rides while at Snoozefest 2021, ensure you select this option and pay [during registration](#).

Public transport: Please refer to the [Information Booklet](#) for details.

Car parking: There is parking around Luna Park at council daily rate of \$12.30 until midnight (or \$5.10 per hour). On Sunday, those who have driven will be given time in the morning between 7:30 am and 8:10 am to top up their meters. This is not a break or time for Girl Guides to leave, and is only available to Leaders needing to pay the parking meter.

Read through this information and the [Information Booklet](#) and have further questions? Reach out to katie.possingham@guidesvic.org.au. We'll be happy to help 😊