

SPRINGS IN THE WOOD

8 - 9 November

· orienteering · gadgets · wide games ·
· obstacle course · cooking · and so much more!

Pax Hill Scout Campsite

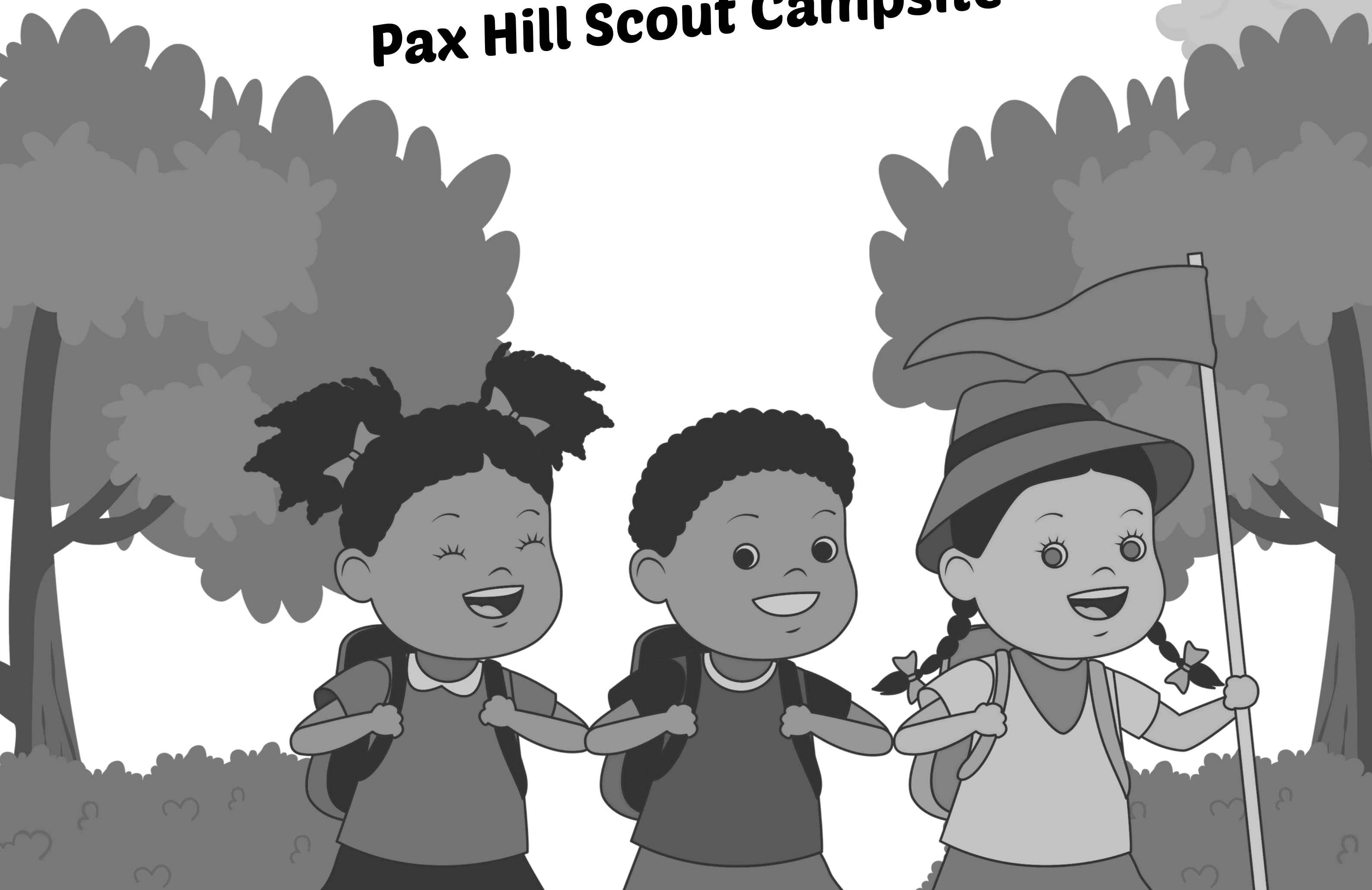


TABLE OF CONTENTS



pg 1 | Event Details

pg 2 | What are they getting up to?
How to prepare

pg 3 | Sign-in & Sign-out procedures
Travel

pg 4 | Conditions of Attendance

pg 5 | Camp Support
Supervision
Weather & Cancellation Policy

pg 6 | Health & Wellbeing | First Aid
Food & Sleep

pg 7 | Valuables
Mobile Phones
Event Contact

pg 8 | Kit List (what to bring)

pg 9 | Registration Guide

LINK -> [Balance Payment Instructions](#)

LINK -> [Locate your Health Form Instructions](#)



EVENT BASICS

PARENTS/GUARDIANS, GUIDES & VOLUNTEERS, PLEASE CAREFULLY READ THE CONTENTS OF THIS BOOKLET BEFORE REGISTERING

WHAT IS SPROUT IN THE WILD? |

This is a fun skills based event, where Guides will get to explore new activities, build on their current skills, whilst being supported by their fellow Guides and Leaders from around Victoria.

WHO |

Girl Guides Victoria Youth aged 5 - 9yrs (at the time of the event)

Youth places are capped, due to venue capacity. A waitlist will be available if the event is sold out! Register today!

+

Girl Guides Victoria Adult Volunteers

Adult places are also capped.

WHEN |

Single day **OR** full weekend attendance registration options are available.

Saturday only

Saturday 8 November (10:00am - 5:00pm)

Full weekend

Saturday 8 (10:00am) - Sunday 9 November (2:00pm)

WHERE |

Pax Hill Scout Campsite

Canadian (*outskirts of Ballarat*)

COST |

GGV Youth Registrants:

Saturday only attendance - \$50

Includes: All activities, badge, meals (lunch and snacks)

Full weekend attendance - \$120**

Includes: All activities, badge, accommodation

and meals (Saturday lunch, dinner, snacks and Sunday breakfast, lunch and snacks)

GGV Adults:

Saturday only attendance - \$10

Full weekend attendance - \$20

Friday night accommodation also available - \$10

**** A 50% deposit/balance option is also available upon registration - on offer until
Wednesday 1 October @ 12:00pm/midday.**

DEPOSITS ARE NON-REFUNDABLE

The Balance payment will be required Monday 20 October

Please see the final page in this booklet for instructions on how to complete your balance payment.

You will also be sent a reminder 1 week prior to the final balance being due.

Youth registrations MUST CLOSE at 11.59 pm on Monday 20 October

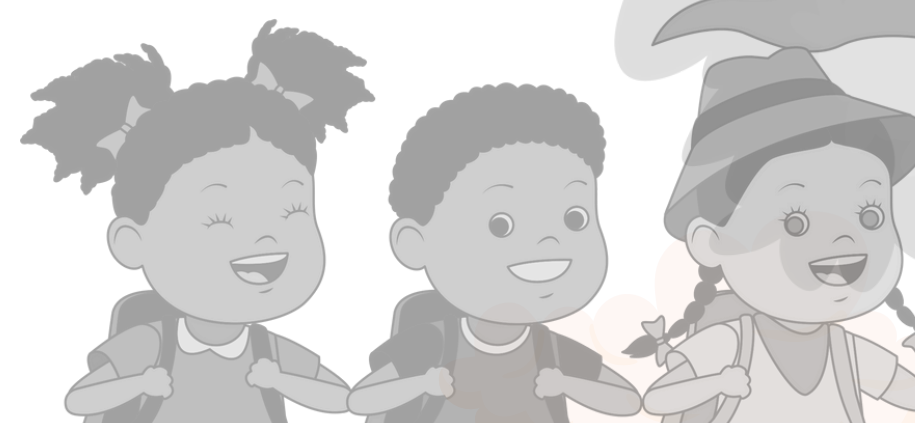
Register ASAP to avoid disappointment!

Any event specific questions?

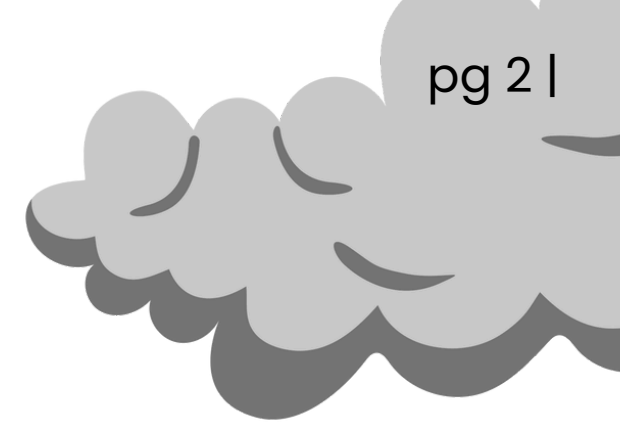
Contact LIC Sam at program@guidesvic.org.au

Any registration or balance payment questions?

Please email events@guidesvic.org.au



WHAT MIGHT MY GUIDE GET UP TO?



There are some terrific activities being planned* for the event, take a look at some of the possibilities!

- Outdoor cooking
- Obstacle course
- Outdoor Craft
- Orienteering
- Simple Gadget
- Wide Game**
- Abseiling (Sunday only)

**What is a Wide Game? |

A Wide Game can be a game played over a small area (i.e. Guide hall) or over a large geographical area (i.e. campsite or town). It is an imaginative adventure game with a number of different activities/tasks/scenarios to be completed, generally with a theme. Guides aged 5 through to 105 can participate.

The aim is to use all the skills and qualities which Guides learn throughout their Guiding journey.

Wide Games require the use of creative thinking, teamwork, sense of imagination, and most importantly, a sense of fun!

**** Please note that the above is a draft (as at 1/9/2025) & activities over the weekend are subject to operational & Leader availability, weather & GGV reserve the right to change their offerings at any time, in order to hold a safe and enjoyable event for all.***

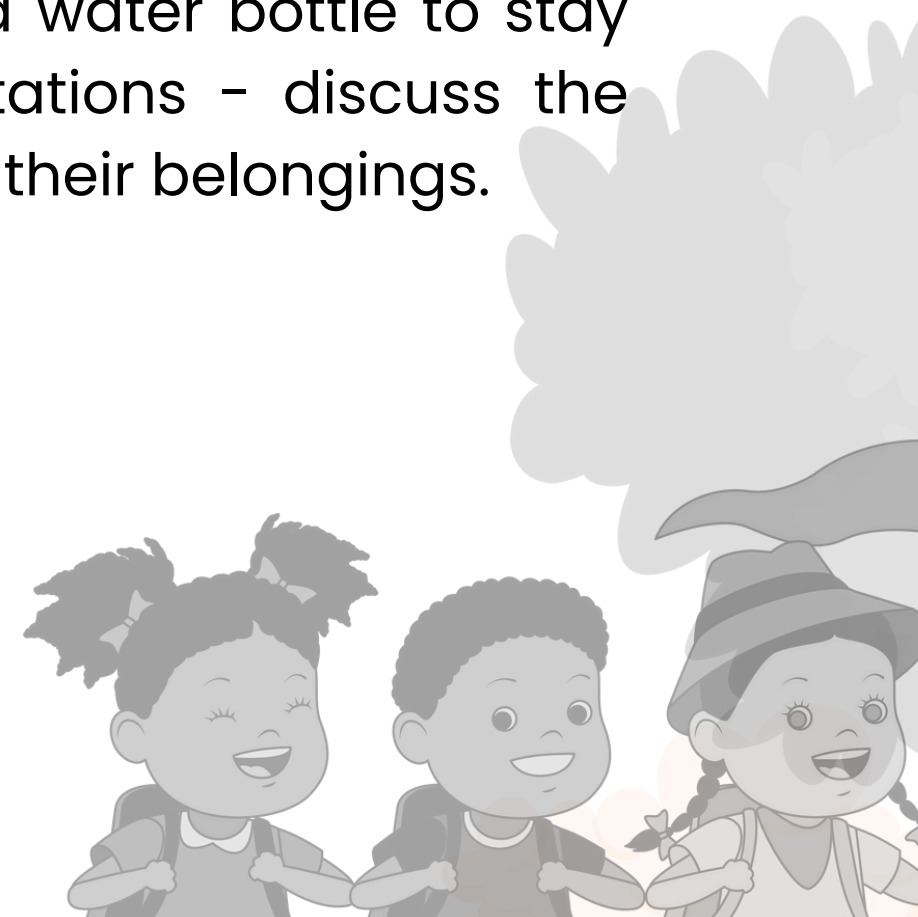
HOW CAN I BEST PREPARE MY GUIDE?

As you prepare your Guide for this event, it's important to ensure they're not only excited but also well-prepared for the experience.

We encourage them to pack appropriately for the weather, bringing clothes that are comfortable, durable, and weather-appropriate.

Be sure they have any necessary toiletries, a sleeping bag, and a water bottle to stay hydrated. It's also helpful to talk with them about event expectations - discuss the schedule, how to make new friends, and ways to be responsible for their belongings.

If your Guide has any medical needs or allergies, make sure they have the proper documentation and that the camp is aware of their health requirements. Remind them that it's okay to feel a little nervous and that events are a great place for adventure, growth, and making lasting memories.



GETTING TO PAX HILL

Saturday Arrival | Sign-in **

Arrival & Sign-In is between **9:30 - 10am**.

- Please allow adequate time for travel, parking & the sign-in process. Please assist our Leaders by following check in instructions on site

Traffic flow and arrival instructions will be provided closer to the event.

- There will be Girl Guides Victoria signage to welcome you.

Guardians are required to sign in their child before departing.

They must:

- Submit their Health Form

*Health forms are available in the Member Portal. These **will not** be emailed out as in previous years.*

NO HEALTH FORM = NO ENTRY

- Submit any medications &/or health management plans (if applicable).

We ask that Guardians assist us in getting the day underway smoothly and on time, that they say their goodbyes once Guides have signed in. There will be plenty of Leaders to help settle in the Guides & get them stuck into a fabulous day!

Saturday & Sunday sign-out **

Sign out on the Saturday is at **5:00pm**

Sign out on the Sunday is at **2:00pm**

Traffic flow and departure instructions will be provided closer to the event.

- All Guides will be required to be signed out by their Guardian.
- Medications will be returned to Guides upon sign out.
- After this time, all Guides will be in the sole care of their Guardian.

**** For safety & security reasons, late entries or early departures cannot be accommodated.**

Getting to Pax Hill Campsite |

Pax Hill Scout Campsite is located approximately a 10mins drive south-east of Ballarat in the suburb of Canadian.

Public Transport |

Train services operate regularly to Ballarat Train Station, however, public transport options then on to the Scout Campsite are far more limited.

Buses do operate, but still require a several kilometre walk to the campsite.

**If you are coming from outside the Ballarat area, your District or Region may be utilising a small bus, or be organising travelling on Public Transport as a group. Please connect with your relevant Leaders for more information.*

CONDITIONS OF ATTENDANCE

All attendees must:

- Be current Youth Registrants of Girl Guides Victoria
- Must be registered for the event, with full event fees paid.
- All participants must be at the event between arrival and departure times.

For safety and security reasons, GGV **cannot** accommodate late entries or early departures.

- All participants must adhere to the Girl Guide Laws, and event rules.

All Youth event attendees must:

- Submit a health form & any required medication upon arrival.
 - All personal medication must be handed in upon arrival to the First Aider, and itemised on the Health Form. Medications should be in its original packaging, in a snap-lock bag, and labelled with the Guide's name and dosage instructions.
 - As siblings may not be together for all activities, medications cannot be shared, and each Guide must bring their own.
 - You must also bring a current management plan for any medical, mental health, or well-being concerns listed on the Health Form.
- **REMINDER** - Leaders cannot provide any medication to Guides, including over-the-counter pain killers. If medications are not provided and your Guide is uncomfortable, unhappy, or at risk, families may be asked to bring the required medications to camp or to take their Guide home.

No Health Form = No Entry

All Adult event attendees must:

- Attend the Camp with the understanding that they are attending the event to facilitate the safety & enjoyment of the Youth Registrants in attendance.
- Adhere to the adult Code of Conduct, all GGV CSCF Training, and be up to date with their WWCC & PC.

CAMP SUPPORT

Camp Rules , Behaviour Support and Management |

As a Girl-Led organisation, we believe that jointly developing an understanding of what the event rules are is important. At the beginning of the event, the Guides and Leaders will work collaboratively to establish agreed behaviour guidelines. An inclusive and positive participant interaction will be encouraged and fostered amongst all attendees. Trained staff will always be available to work through and reflect on any issues that may arise. Whilst we will endeavour to avoid the situation, if a Guide cannot abide by the agreed group guidelines and this is having a significant impact on the event experience for them and others, they may be asked to return home at parent's expense.

We ask Guides to,

- Always treat others as you would like to be treated.
- Follow any instructions given to you by the Girl Guides Victoria Camp team and any external staff running activities.
- Be supportive of others who may be challenging themselves to try something new & feeling a bit scared.

This is an event that ANY Victorian Guide aged 5 - 9 can attend, even if nobody else from their Unit is going! Your regular Guide Leader may not be able to join you, but there will be lots of other friendly Leaders who will be attending, and we aim to group Guides from their Unit, District or Region together.

Campsite Induction |

An age appropriate Campsite Induction and orientation will occur at the beginning of the event, so Guides know where to find key landmarks and facilities, adults, and know what to do in the case of an emergency.

SUPERVISION

Girl Guides attending camp will be supervised by Girl Guide Leaders who hold current Police & Working with Children Checks & have completed Child Safe training. In addition to Girl Guides Victoria volunteers, staff members of external organisations assisting in activities will also hold the relevant Police & Working with Children Checks.

Supervision will follow Girl Guides Victoria's standard staffing ratios for overnight and adventurous activities.

EXTREME WEATHER EVENT & CANCELLATION POLICY

In the case of inclement weather conditions for the activities planned, amendments where possible will be made, to still deliver an enjoyable and safe experience for all.

Should inclement weather be known ahead of schedule, families will be notified of any relevant changes to the weekend including any change of location, event times or event postponement.

Please review the GGV Event Cancellation Policy

As at 4 December 2024

- If the event has no cost, please cancel your registration via email to events@guidesvic.org.au.
- If the event is cancelled by Girl Guides Victoria, and has a cost, a full refund will be given.
- For events with a deposit/balance option, the deposit is non-refundable.
- If you withdraw from the event at least one month prior to the closing date for registrations, a 90% refund will be given.
- If you withdraw from the event less than one month before the closing date for registrations, a 50% refund will be given.
- For events with optional add-ons, such as buses/transport, accommodation, merchandise, meals etc, specific Cancellation Policies will be stipulated for each relevant event.
- If you withdraw from the event after the closing date for registrations, no refund will be given.

You may apply for special consideration in exceptional circumstances. Such requests should be addressed to events@guidesvic.org.au.

HEALTH | FIRST AID | ACCESSIBILITY

There will be a fully qualified First Aider on duty at all times in a dedicated First Aid space.

Girl Guides Victoria will make every possible effort to accommodate a Guide's physical, developmental, and mental health needs. To adequately plan adult:youth ratios and support additional needs, Girl Guides Victoria relies on health information on a Guide's profile to be up to date.

Please review this information on registration by visiting the [Health](#) tab in your Guides profile on the Member Portal.

Please be specific about food or allergies that cause anaphylaxis, distinct from food intolerances and preferences. Leaders manage numerous allergies or food intolerances at each event and it is critical we have the right information about the severity and treatment for any allergy.

The First Aid team will contact guardians to discuss any additional needs, if required.

Any necessary adjustments need to be disclosed and discussed with the event team prior to the event. We have a duty of care to all youth and adult registrants, which means that if a Guide arrives with a support requirement the team is not prepared for, the Guide may not be able to remain at the event.

FOOD & SLEEP

Food |

Guides are not permitted to bring any food to the event.

There will be Guides attending with allergies, and we will provide plenty of great food for everyone.

Bedrooms & Beds |

For those staying for the full event, prior to the start of camp, all Guides will be assigned a bedroom and a specific bed. We will endeavour to place each Guide in a bedroom with at least one other member of their Guide Unit or District or Region.

Please note it may not be possible for us to place all Guides from the same Unit into the same bedroom.

Remember : camp is also about making new friends!

At Girl Guides, our Child Protection Policy requires that Leaders have designated sleeping areas separate to the Guides.

Bedtime |

A key part of camp courtesy is bedtime, which enables all Guides to rest sufficiently, and provides a small window of time for volunteer Leaders to regroup and prepare for the next day.

All Guides and Leaders will be encouraged to get a good night's sleep. If any Guide is tired, they will be encouraged to take time out during the day and have a rest, and will be offered the opportunity to go to bed earlier than the designated time.

Please engage your Guide in a conversation about how important it is to both get sleep themselves and respect the other Guides' need for sleep and rest.

VALUABLES

Mobile Phones |

Girl Guide events are great opportunities to spend time with friends, get to know others, & enjoy all the amazing experiences on offer. We strongly encourage Guides & their Guardians to think about whether devices are needed for this event, & acknowledge that Girl Guides Victoria **cannot take responsibility for their safekeeping.**

We would recommend that phones, electronic games, and other such devices stay at home.

If Guides do take electronic devices, we recommend the following:

- When participating in activities, phones are put away.
- Permission is always sought before photos are taken of others.
- All social media posts, or other forms of media sharing are made with respect to our Girl Guide Promise to “respect myself & others”.

Girl Guides Victoria cannot monitor & are not liable for any photos youth members take or share.

If you have any questions regarding this, or if there are specific legal issues regarding custody or safety with respect to photos, contact communications@guidesvic.org.au

Guardians are able to amend their Guides photo/media permission status via the **Health** tab in the Member Portal.

Money |

There is no need for any money at the event, and we ask that it be left at home.

EVENT CONTACT

Event contact details for the event will be provided in the final email out to families.

If your Guide carries a mobile phone, please refrain from contacting them during the event as this can cause homesickness for your Guide & other children.

Please utilise the event emergency contact number if you require a message to be passed along to your Guide.



KIT LIST

This is a base kit list.

Confirmation of final items will be communicated closer to the event.

PLEASE WEAR THE FOLLOWING TO THE EVENT:

- Guide uniform & weather/activity appropriate pants
 - largely an outdoor event
- Closed toed shoes
 - that are worn in
- Sunscreen
- Wide brimmed hat
- Long hair tied back/off of face



PLEASE BRING THE FOLLOWING TO THE EVENT:

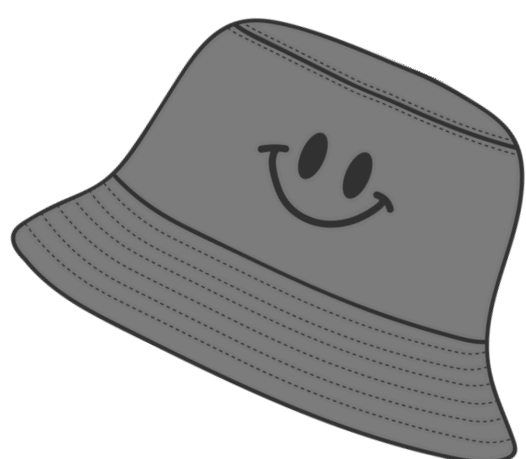
(IN A SMALL BACKPACK)

SATURDAY ONLY AND FULL EVENT ATTENDEES

- Health form
- Medication/health management plans
 - as required
- Drink bottle
- Sunscreen to re-apply
- Sit upon
- Dilly bag
- A small exercise book/writing pad & pen/pencil

Optional

- Sunglasses
- Personal first aid kit
 - lip balm, tissues, sanitary items or pull ups as required
- Change of underwear
- Water proof jacket (weather dependant)



FOR OVERNIGHT ATTENDEES ONLY:

- Bedding
 - fitted sheet
 - pillow
 - sleeping bag
- Pyjamas
- Face washer & towel
- Hairbrush
- Torch & spare batteries

- Change of clothes
 - underwear and socks
 - long sleeve shirt
 - shirt sleeve shirt
 - pants

Optional

- Book
- Soft toy/small item of comfort

PLEASE DO NOT BRING:

- Any cash or cards
- Any valuables
(jewellery, electronics etc)

MAKE SURE EVERYTHING IS CLEARLY NAMED...

This makes returning lost property at the event, and post-event, so much easier!

REGISTRATION GUIDE

For event specific queries, please contact the LIC at program@guidesvic.org.au

If you require further registration assistance, please contact events@guidesvic.org.au

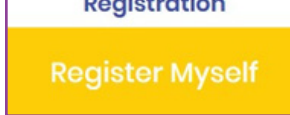
If you're newer to Guides or are needing a hand with the new Member Portal and registration, please follow the instructions below.

If you wish to follow a 'Scribe' step by step visual guide, please click [here](#) <-

HOW TO REGISTER |

1) Log in, and select the first child you wish to register. With the new Portal*, if you have multiple children, you can register them for the same event, at the same time, in one transaction.

2) Locate 'Sprouts in the Wild' under the Events section.

3) Click on either the yellow  button or a blue  button, depending on your Youth or Adult status.

4) For Youth, you will be presented with **3** registration options. Make your selection.


Youth - Saturday only attendance

Youth - Full weekend - Deposit**

Youth - Full weekend - Full Payment


**view this ['Scribe'](#) for Balance Payment set-by-step instructions

5) You will be presented with a series of additional questions. Please complete and 

6) To complete registration, scroll back up and click the yellow button, , or to register an additional child, select  and complete registration for them.

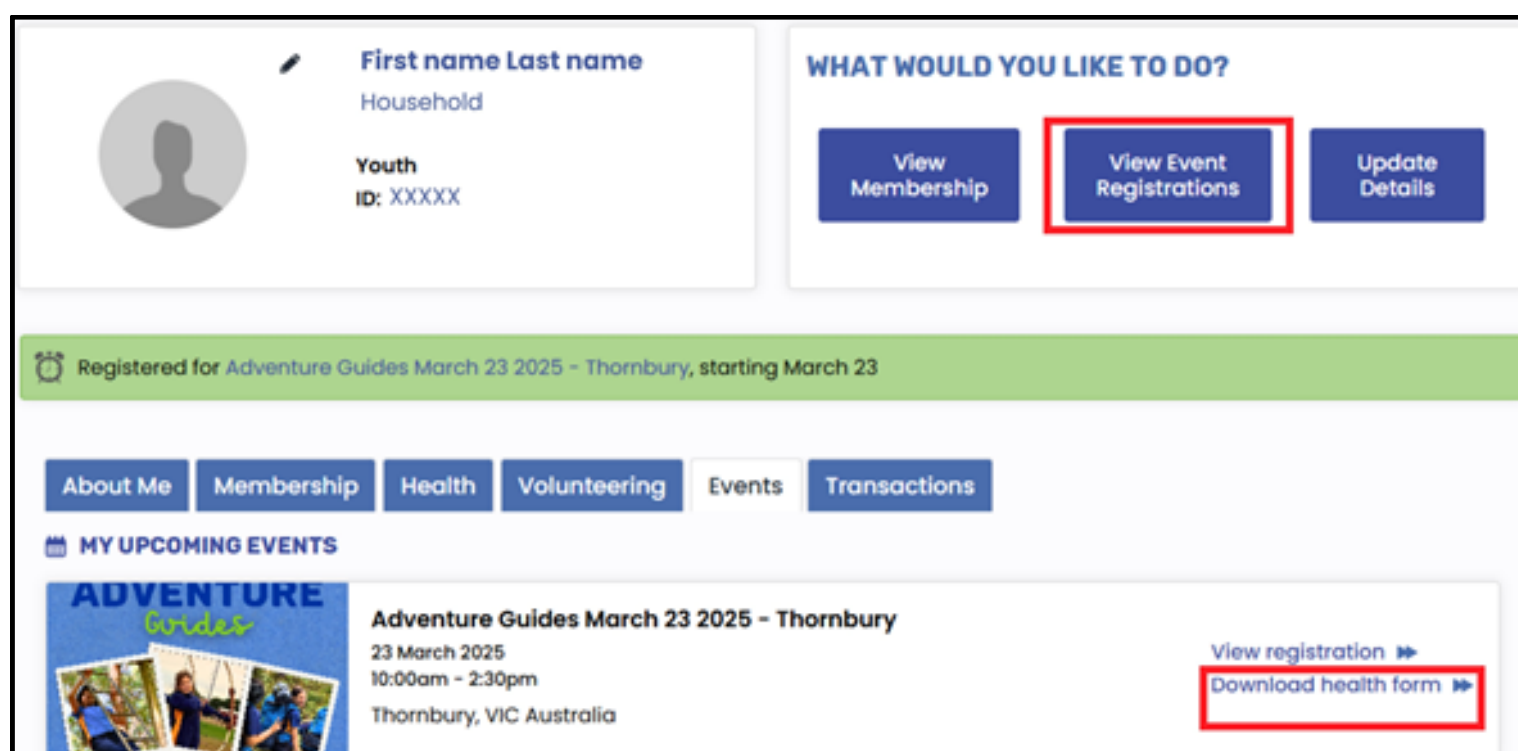
7) Proceed to the check out cart, where you can review your selected options.

Eg) The example registration below shows a Youth Deposit registration for the full weekend.

ITEMS			
Item	Quantity	Price	Total
 Sprouts in the Wild 2025 - TestYouth 5-9 Yrs	1	60.00	60.00
Item	Quantity	Price	Total
Registration Youth Full Weekend - Deposit	1	60.00	60.00

Please review the cost, and complete payment. You will shortly receive an automated event registration confirmation email. Please check your junk mail.

8) To review any event registrations at any time, please select the **View Event Registrations** button. Here you will also be able to see upcoming and historical registrations, and view, download and print the event Health Form.



The screenshot shows a user profile with the following details:

- First name Last name:** Household
- Youth ID:** XXXXX
- WHAT WOULD YOU LIKE TO DO?** buttons: View Membership, **View Event Registrations** (highlighted), Update Details
- Registered for:** Adventure Guides March 23 2025 - Thornbury, starting March 23
- Navigation tabs:** About Me, Membership, Health, Volunteering, Events, Transactions
- MY UPCOMING EVENTS:**
 - ADVENTURE Guides** - Adventure Guides March 23 2025 - Thornbury
 - Date:** 23 March 2025
 - Time:** 10:00am - 2:30pm
 - Location:** Thornbury, VIC Australia
 - Actions:** View registration (highlighted), Download health form (highlighted)

*If you have not yet logged in to the new 2025 Portal, and set up your new password, please view the March 3 email, or email events@guidesvic.org.au for this email to be resent to you.