



eaton vale

scout and guide activity centre

Thank you for booking our Circus Event Holiday club day with Eaton Vale Scout and Guide Activity Centre.

Your young person will participate in a variety of activities over the course of their time at our Circus Event Holiday club, including (for this event only) a Circus Workshop and Circus Show in the big top.

We understand that the information below is lengthy, however we ask that you take the time to read this as it is essential in ensuring that we offer a safe provision for young people. Please also be aware that this information is specifically written for our Circus Event Holiday Club and is therefore different to other Holiday Club joining instructions.

We ask that you share this information with your young person in advance of the provision so that they know what to expect.

Registration

Registration will begin from 8:45 am and finish at 9:00 am. Please note, we cannot accept arrivals prior to this point.

On arrival, please aim for the gate by the dragon where a member of staff will be available to greet you. Once your young person has been checked in, they will independently make their way to the far side of site where our team will be available to greet them.

Pick-Up

Pick-up time is 7pm.

Again, please aim for the gate by the dragon where a member of staff will be available to meet you. Once we have confirmed your identity, we will radio our staff team and they will advise your child to walk back across site to meet you.

Please note we will require proof of identification upon pick-up. Identification that will be accepted is passport, driving licence, and credit/debit cards where your name is stated. If you wish to have someone other than the next of kin pick up your young person/persons, we will require notice at registration that morning.

Daily Schedule

Each day on our Circus Event Holiday Club will be really varied and could be very different, however every day will include a Circus Workshop and Circus show in the big top.

The activities that young people will take part in will be planned around the qualifications of the instructors running the provision that day, alongside the weather forecast. We also fit our Holiday Club provision in around any other bookings that the centre has that day therefore it is impossible to say what activities we will be doing each day.

For our Circus Event Holiday club young people will be in one group for the duration of the day.

A standard Circus Event Holiday club day may look like this:

- 8.45 – 10.00: Registration and welcome games
- 10-12.45: Activity sessions including a break
- 12.45 – 1.30: Lunch and free time
- 1.30 – 4.15: Activity sessions including a break
- 4.30-6.30: Circus Show
- 7pm: Pick-up time

Kit List

Please find below an essential kit list. Please note that we will be outdoors **WHATEVER THE WEATHER**. Young people will have a far more enjoyable day if they are dressed for it.

Please note that we will not be running water sessions during our Circus Event Holiday club.

Wear:

- Clothing you can get dirty and is suitable for the weather conditions that day.
- Outdoor shoes. *Site can be wet especially first thing in the morning, and we would therefore advise that young people wear suitable outdoor shoes (such as boots) as having wet feet all day is miserable. Furthermore, slip on shoes are not suitable for Holiday club and will mean that young people will not be able to participate in activities.*
- Weather suitable coat.
- Weather suitable hat.
- Suncream.

Bring:

- A refillable drinks bottle.
- Large Lunch and snacks.
- Circus money (see below).

Lunch

Every young person will need their own packed lunch, we would suggest that they bring a large packed lunch as they will be with us for a long day. We are likely to have time before the Circus Show for a large snack, so a second sandwich or something similar to eat at this point would be great please. Please be aware that as we are outdoors and active for the day, young people will often eat more.

Shop

We will not be visiting the Eaton Vale shop during the event; however the Circus will be selling refreshments and merchandise. We would recommend no more than £10 however much less will also be fine. Brining money is also optional.

Mobile Phones

We do not allow young people to use their mobile phones whilst on holiday club. If your young person does bring a phone with them, it will need to remain in their bag for the duration of the club. Please can you ensure that young people are aware of this expectation before the start of the session. If you need to get in touch with your young person during the day, please contact the main office.

First Aid and illness

If it becomes necessary for a young person to receive emergency medical treatment and you cannot be contacted, you understand that by signing your young person up you authorise this to take place as deemed necessary by the medical authorities present at the time.

To help keep young people healthy and minimise infection, we do not expect young people to attend the provision if they are unwell. If a young person is unwell, it is in their best interest to be in a home environment with adults they know well, rather than at a club with their peers and unfamiliar adults.

Safeguarding

Eaton Vale Scout and Guide Activity Centre is committed to Safeguarding and promoting the welfare, both physical and emotional, of every user of our centre. We have a legal obligation to act if we are concerned about the safety and welfare of young people who use our provision.

Behaviour management

We will promote and actively encourage good behaviour by leading by example with staff respecting each other and young people. We will establish clear boundaries according to young people's level of understanding.

Families are expected to provide suitable detail in terms of behavioural traits of young people when registering young people or when there is a significant change.

We reserve the right to cancel a child's place if their actions are putting others at risk.

Please be aware that attending this event will be other young people from Scouting and Girlguiding. These young people will be attending the event with their units and supervised by their unit leaders.

Medication

We will administer medication only to a young person if it has been prescribed by a doctor for that young person. We will require written instructions regarding how to administer it, and an appropriate medical form will need to be completed on arrival. If you could advise prior to booking if you are aware that this will be the case, we will ensure that we have the correct forms to hand for your arrival.

Cancellations:

Unfortunately we are not able to offer refunds for dates booked that young people are not able to attend.

If you have any questions about your booking, please contact us quoting your booking reference.