

ASHWORTH VALLEY SCOUT CAMP SITE

BOOKING CONDITIONS

Pricing

Charges are reviewed on 1st April each year. Any advance booking will be adjusted to prices applicable at the date of use (not the date of booking). All cheques should be made payable to 'ASHWORTH VALLEY SCOUT CAMP SITE'.

Building Hire

Buildings are available:-

Weekends: from 6pm Friday to 4pm Sunday.

Midweek: by agreement. Groups leaving on Fridays must vacate the buildings by 1.00pm but can still continue to use the site

Provisional Bookings

A Provisional Booking may be re-allocated if not confirmed in writing with the deposit within 28 days of being made.

Deposits

A deposit of £50 per Building Hire period is payable upon booking. Deposits are non-returnable. The balance must be paid, by cheque or cash, before leaving the site.

Cancellations

Deposits are non-returnable, unless the building is re-let, and at the discretion of the warden.

Building Recharges

In the event of part of the building being left unsatisfactory a charge may be raised towards cleaning / repair / replacement costs. Our aim is to provide a building that you would be happy to enter at the beginning of your hire.

If you intend to book one of the buildings please ensure that you sign and date declaration (1) on the booking form.

Child Protection Code Of Practice

Ashworth Valley is a Scout Camp Site and as such all users must agree to abide by the Scout Association's Child Protection code of practice. This code is contained on the enclosed 'Young People First' card. In particular it must be understood that any contravention of the code of practice could lead to the Scout Association initiating its own reporting and referral procedures. If your organisation has its own child protection code of practice, please supply us with a copy.

Prior to any booking being accepted you must sign and date declaration (2) on the booking form.

Insurance

Scout Association Insurance ONLY covers members of the Scout Association. If you are a non Scout Association organisation YOU ARE NOT COVERED BY US and must arrange your own insurance cover for everything involved during your stay at the site.

If this affects your group you must sign and date declaration (3) on the booking form before we accept your booking.

Campsite Rules

The Campsite Rules (below) should be brought to the attention of your party, particularly the adult Leadership

Vehicles, and their contents, are left entirely at the owner's risk.

ASHWORTH VALLEY CAMPSITE RULES

**(These should be brought to the attention
of the group and its Leaders)**

PLEASE:

- Book all 'camps' at least four days in advance.
- Book in on arrival.
- Park in the car parks or in areas designated by Camp Staff. The camp Site accepts no responsibility for any damage, accidents or thefts involving users' cars.
- Respect the Camp Site speed limit of 5mph.
- Look after your personal valuables and ensure that all your equipment is adequately insured. The Camp Site cannot be held responsible for any damage, by other campers or third parties.
- Ensure that you have your own First Aid arrangements in place. See Camp Site's 'Personal Accident and First Aid Procedures'.
- Report all accidents to the duty Camp Staff. The nearest A&E Dept is at Fairfield Hospital, Bury. Organisations must also follow their respective Association's Accident reporting procedures.
- Protect grassed surfaces. Altar fires and pallet bases are available from Camp Staff. Ground fires can only be used in the designated back-woods area. At the end of your camp the ashes should be fully extinguished and emptied into the fireplace, next to the skip, and the fire and base returned to the Camp store.
- Burn as much waste and refuse as possible. The rest should be bagged securely and placed in the skip on the top car park. No pits are to be dug. Site bins are for litter only.
- Use wood sparingly. No large fires and please return unused wood to the woodpile.
- Do not climb on the wood pile.
- Do not cut down any trees, there is plenty of dead wood on the ground.
- Use water wisely, it is on a metered supply. Water games should be held by the stream.
- Keep the toilets and showers clean. No cooking or eating utensils to be washed in these areas.
- Do not put waste food, nappies, plastic bags or other 'foreign bodies' down the toilets. This causes major problems to the drains and septic tanks.
- Respect the multi-denominational Worship Centre, which is for 'Scouts Own' and similar services and should not be used for any other purpose.
- Keep all gates closed. Do not climb over or under any fences or force a way through hedges. Field perimeter fences must be respected - the valley is on the other side.
- Do not enter, or climb on, any of the Site buildings without permission, or interfere with any tools, machinery or equipment.
- No loud noise before 7.30am or after 10.30pm - consider your neighbours.
- Pay your camp fees and have a member of the Camp Staff check your site prior to departure.
- Do not bring dogs to the site. Only Guide dogs and Police dogs are allowed.

FIRE

In the event of fire, raise the alarm, evacuate your area to the Fire Point below and undertake an immediate headcount to verify all are accounted for.

- Pack Holiday centre - concrete base by Adventure Playground
- Ranch House - concrete base by Adventure Playground
- Birtle Field - centre of Hurst Field
- Hurst Field - by flagpole on Birtle Field
- Climbing Tower and ranges - by flagpole on Birtle Field
- Staff Buildings - by flagpole on Birtle Field

ALCOHOL

Respect the Camp Site Alcohol Policy (which is in line with Scout Association Fact Sheet 185092)

- At least two adults (depending on the nature and size of the event) should not consume alcohol.
- Any adult consuming alcohol should be 'off duty' and not interact with the young people.
- Where possible, adults should consume alcohol in an area not accessible to the young people.
- Adults who do consume alcohol should behave in a responsible manner at all times.

ASHWORTH VALLEY SCOUT CAMP SITE PERSONAL ACCIDENT AND FIRST AID PROCEDURES

Ashworth Valley Scout Camp Site is primarily a facility for Scouts and Guides with occasional use by schools and other youth organisations.

The site is administered and run by volunteers, often holding other appointments in the Scout Movement, who have undertaken some First Aid training. The regular staff are:

Site Warden Doug Sutton 01706 642740

Asst Warden Tony Davies 0161 764 0391

Asst Warden David Nunwick 01706 355254 Asst Warden John Salisbury 0161 653 6757

Asst Warden Len Allinson 0161 797 9941 Asst Warden Les Griffiths 0161 287 1489

Duty Wardens Local leaders who assist at the Site at weekends

All the above are members of the Scout Movement and hold First Aid qualifications (minimum - First Response).

As all are volunteers, there are times, particularly midweek, when 'Users' are on site, but none of the above are in attendance.

Rock & River Outdoor Pursuits: Their instructors are only on site when activities are booked. They maintain their own First Aid Policy, which is available on request.

It is incumbent on 'users', therefore, to

- 1. Ensure that their members are supervised and behave in such a way as to minimise any risk of accident.**
- 2. Have their own First Aid arrangements on site.**

First Aid Kits

All 'Users' should have their own First Aid Kit and someone able to deal with minor accidents.

The Camp Site has First Aid Kits in the Warden's Office and the Duty Warden's cabin.

Rock & River have a First Aid Kit in their office.

There is an Automated External Defibrillator located in the porch of the Staff Hut. The above Wardens are trained in its use. A key to this is left with users when no Warden's are in attendance

Telephones

Telephones are located in both of the Site Offices.

Site Access and Egress

The Site gate is locked at night.

When Staff are in attendance they will open the gate as required.

When Staff are not in attendance a gate key is left with users.

In the event of an accident

Initial help should be given by any available, capable adult with immediate reference to the Leaders of the group involved.

Decisions on treatment/reference to Hospital/advising parents/carers must be made by the Leaders of the group involved.

The incident must be reported to camp Staff asap and all details recorded in the Site Accident Book.

In the event of a major accident or emergency the Warden must be contacted if not on Site.

Leaders must follow their own organisation's procedures for internal reporting.

Emergency Numbers: Police 0161 872 5050 Fire/Ambulance 999

Nearest A&E Dept: Fairfield Hospital, Bury Road, Bury

Nearest 'Walk in Centre': Moorgate Primary Healthcare, Derby Way, Bury

Our details: Ashworth Valley Scout Camp Site, Ashworth Road,
Bamford, Rochdale, OL11 5UP Tel: 01706 360498

YOUNG PEOPLE FIRST

Safeguarding – a code of practice



scouts.org.uk/safeguarding

**THIS CARD IS FOR ALL ADULTS IN SCOUTING. IT CONTAINS
ESSENTIAL INFORMATION – KEEP IT WITH YOU.**

Version 5
2012

It is the policy of The Scout Association to safeguard the welfare of all members by protecting them from neglect and from physical, sexual and emotional harm.

WHAT DO I DO IF...?

If you suspect a young person is being abused, a young person confides in you, someone has a concern or makes a complaint about any adult or about you, it is your duty to report it.

If a young person tells you they are being abused, you should do the following.

1. Allow them to speak without interruption and accept what they say.
2. Be understanding and reassuring but do not give your opinion.
3. Tell them that you will try to offer support but that you must pass the information on.
4. Tell your Group Scout Leader or District Commissioner immediately.
5. Write careful notes of what was said, using the actual words wherever possible.
6. Pass your notes to your Group Scout Leader or District Commissioner, making sure you sign and date them.
7. Make sure that Scouting activities pose no further risk to the welfare of young people.

If you are concerned about a young person's safety and well-being, or there is a concern, complaint or allegation about an adult or yourself, you should do the following.

1. Tell your Group Scout Leader or District Commissioner immediately.
2. Write careful notes of what you witnessed, heard or were told.
3. Sign, date and pass your notes to your Group Scout Leader or District Commissioner.
4. Make sure that Scouting activities pose no further risk to the welfare of young people.

If the young person is at immediate risk of significant harm, contact the police or social services. Tell your Group Scout Leader or District Commissioner when you have done this.

Any adult in Scouting has the right to report concerns or suspicions about another member in confidence and free from harassment.

You must refer any concern or complaint to your Group Scout Leader or District Commissioner. DO NOT investigate it yourself.

If you are in any doubt about what to do, contact the Scout Information Centre:
0845 300 1818 or email: safeguarding@scouts.org.uk

Code of behaviour

Do keep to this code at all times.

Do treat everyone with dignity and respect.

Do set an example for others to follow.

Do treat all young people equally – do not show favouritism.

Do plan activities that involve more than one other person being present, or at least within sight and hearing of others.

Do follow the recommended adult-to-young people ratios for meetings and activities.

Do respect a young person's right to personal privacy.

Do avoid unacceptable situations within a relationship of trust, eg a sexual relationship with a young person who is over the age of consent.

Do have separate sleeping accommodation for young people, adults and Young Leaders working with a younger section.

Do allow young people to talk about any concerns they may have.

Do encourage others to challenge attitudes or behaviours they do not like.

Do avoid being drawn into inappropriate attention-seeking behaviour, eg tantrums and crushes

Do make everyone (young people, parents and carers, Young Leaders and other helpers) aware of our safeguarding arrangements.

Do remember this code at sensitive moments, eg when helping someone who has been bullied, bereaved or abused.

Do tell other leaders where you are and what you are doing

Do remember someone else might misinterpret your actions, even if you mean well.

Do take any allegations or concerns of abuse seriously and refer them to your Group Scout Leader or District Commissioner immediately.

Do not trivialise abuse.

Do not form a relationship with a young person that is an abuse of trust.

Do not drink alcohol when you are directly responsible for young people and never allow young people on Scouting activities to drink alcohol.

Do not allow abusive activities, eg initiation ceremonies or bullying.

Do not take part in inappropriate behaviour or contact, whether physical, verbal or sexual.

Do not take part in physical contact games with young people.

Do not make suggestive remarks or threats to a young person, even in fun.

Do not use inappropriate language when writing, phoning, emailing or using the internet.

Do not let allegations, suspicions, or concerns about abuse go unreported.

Do not rely just on your good name to protect you.