

## Fordell Firs Site Safety Brief

**This is the Site Safety and Information Brief given to all visitors by a member of staff on the first night of camp.**

We welcome you to Fordell Firs National Activity Centre. We have drawn up some basic guidelines for your benefit, ensuring that your stay will be pleasurable and at the same time, enabling us to continue to maintain the centre for future generations.

### Notes for Leaders

- Leaders in charge must bring their Nights away / Camping permit with them to be examined as a matter of routine by Centre Staff.
- Any young person, who is camping, not under the care of a leader, must possess a camp passport.
- The camp leader at all times will be responsible for their campers and visitors. Your allocated pitch and the whole campsite should be respected and kept in a clean and orderly condition. Please show consideration for other campers and our neighbours. Our campsite is to remain a quiet campsite from 11pm until 7:30am
- All cars should be parked in the main car park, leaving all other areas clear for emergency vehicles. Please refrain from driving on the camping areas.
- Flag break will be at 9:30 each morning.
- A Scout's own is on Sunday.
- The Activity Assembly Point is the place where the young people should be sent to meet their instructor before all site supervised activity sessions.
- Most activities are weather dependant, if we cannot offer you your first choice; we will try to offer you an alternative. Please try to be understanding.
- All self supervised activities must be lead by an adult or Leader. Please read the brief sheet given for this activity before you start. Activities of a self programmed nature which take place either in your campsite or surrounding area should adhere to the same safety rules and where possible the guidelines set out in POR.
- If you are planning a large pioneering project for your Campsite, please be aware of safety precautions regarding young people working at height.
- Most of the staff here are Volunteers, please try to be nice to them!?
- There is a no alcohol policy for the Scout Association. When young people are in your care, there should be no alcohol.
- The site shop will be open from 7:00-8:00 on a Saturday evening.
- Please remove all rubbish that you are unable to burn. All waste must be bagged and taken to the black wheelie bins. During the high season we often put out metal bins.
- Please refrain from putting loose kitchen waste into these. (The crows love it).
- Please use the red Biffa bin to recycle all Cans, Paper, Cardboard and Plastic. (NO GLASS).
- Vandalism of any kind will not be tolerated. Leaders are responsible for the good behaviour of their group. Any damages will be costed and added to your bill.

- Fences: In true Scouting spirit, we have fences on site for reasons. Please ensure your leaders and young people do not make shortcuts under or over them.
- Please respect site boundary fences, paying special attention to the horse's field.
- Please do not feed the animals.
- Main gates are pulled shut at night. If you require to leave at night, please close the gates behind you.
- Emergency site phone for the weekend. 07790845877.
- All centre staff will instruct participants to wash hands after each activity. As a backup to this, could all group leaders make sure this instruction is carried out?
- The building fire alarms are not connected to an automatic response system. In the event of a fire, Please follow the fire procedures laid out in the building user sheet.
- Please be aware of the danger of fingers slamming in the heavy fire doors in the Buildings.

### **Fire Safety**

- During your stay with us, you may be involved in lighting or using fires. Fires are great fun but can be potentially hazardous. These guidelines are for your safety and we ask you to adhere to them.
- Kindling your Fire.
- Fires should only be built in a designated area.
- Paper and small dry sticks are best for starting fires. Please do not use chemical propellants such as petrol or diesel. Solid fire lighters are ok though.
- Good materials for making and maintaining your fire are; paper, cardboard and wood.
- Please don't be tempted to use, plastics, rubber or foam. These materials produce black smoke which is harmful to both you and the environment.

### **Controlling your Fire**

- The fire size should be consistent with your cooking requirements.
- Excessively large bonfires are not allowed.
- Do not allow horseplay in or around the fire.

### **General info**

- Do not throw pressurised containers on the fire.
- Check the contents of any boxes you burn.
- Do not attempt to pick up or retrieve hot items from the fire.
- Do not wear clothing rich in artificial fibres near fire.
- Please be aware of the dangers of having gas or paraffin lamps in Tents.
- Finally, once you are finished with your fire, extinguish it, make it safe, and return any altar fires to the correct area and any surplus wood to the wood pile.

## **Safety Information**

- During free time do not play in storage areas or in storage sheds.
- Torches should be used when moving around in the dark.
- Parked site machinery or vehicles should not be touched.
- Do not play in the woodpile. Wear boots when entering. Be aware of the danger of nails.
- Keep all fire exits clear.
- Damages, equipment failure and accidents should be reported to the Warden.
- Please be aware of the dangers of climbing fences and trees.
- Only allow competent people to use axes and saws.
- When ground is wet, adapt games to avoid accidents.
- The Adventure Play Area should not be used during hours of darkness.
- Please adhere to fire safety information.
- Please adhere to signage on all activity equipment.

## **Site Clean Up**

- Remove all waste and litter from your site and boundary.
- Pick up all wood chippings.
- Return all surplus wood to woodpile.
- Empty and return altar fires to storage area.
- Return all borrowed or hired equipment.
- Metal bins provided are your responsibility. These should be emptied regularly and all rubbish bagged and taken to the wheelie bins. Rubbish which can be recycled should be placed in the red Biffa Bin.