



Guide for Participants and Parents

Introduction

The purpose of this guide is to provide participants and parents with the necessary information in order to make the organisation of the Summer Camp at SHARE as stress free as possible.

At SHARE we have over 40 years' experience of delivering residential programmes to groups of all ages. We realise sending a child on a residential unaccompanied by a parent or group leader is a daunting experience and can be a considerable undertaking. The SHARE Team will be on hand before, during and after your residential to make your experience as enjoyable as possible. After all, it is important that you can relax whilst your child enjoys the experience.

SHARE has a proven pedigree in running outdoor activities. All activities are led by qualified and experienced members of staff in each discipline. We carefully select our staff according to the participant's age, gender and ability to ensure the highest level of interaction between instructor and participant is achieved. All staff members have a received First Aid and Child Protection Training.

Summer Camp at SHARE 2022

During the camp you will make lots of new friends from people from all across Europe and other parts of the world. Each day with your group you will take part in a land, water or art activity or go on an excursion off site.

Standard Day

8.00 – 9.00	Breakfast
10.00	Morning Activity
1.00	Lunch
2.00	Afternoon Activity
5.30	Evening Meal
8.00	Evening Activity

Meals

At meal times there will always be a choice of 2 meals. If you have any special dietary requirements these will have been recorded on your Booking

Form, however it may be a good idea to remind your instructor when you arrive to Camp.

Activities

All equipment for activities will be provided by SHARE as well as wetsuits and buoyancy aids if doing a water activity.

Pre Booking

The SHARE bookings team can be contacted Monday – Friday 9 am – 5 pm.

Phone: 028 677 22122
Email: info@sharevillage.org
Web Site: www.sharevillage.org

The team will be more than willing to answer any questions or queries that you may have. If you would like to take a tour of our facilities, please phone to arrange an appointment.

Parents and Guardians

Parents and Guardians often have a list of questions before arrival. This section should provide enough information to set your minds at rest however, please feel free to call the centre to discuss anything not answered in this section.

What to bring

The following list of items should be brought along on the residential:

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| 1. Old pair of trainers | Optional (extras) |
| 2. Towel | 1. camera |
| 3. Waterproof jacket | 2. Sun tan lotion |
| 4. Wellington boots | |
| 5. Woolly hat and sun hat | |
| 6. Swimming costume | |
| 7. Toiletries – soap, toothpaste etc. | |
| 8. At least 3 changes of warm clothing | |
| 9. Lots of socks!!! | |
| 10. One good set of clothes if the group is taking a trip to the cinema or are having a disco | |
| 11. Roll Mat – can be provided by SHARE* | |
| 12. Sleeping Bag – can be provided by SHARE* | |

*These items are only required if you are going on Camp to Trannish Island

Pocket Money

Activities, day trips and entertainment are all included in the holiday fee so there is little need for pocket money, however, the children will have the opportunity to use the Centre Tuck & Gift Shop on a daily basis and we recommend around-£10 per week per child.

Contacting your Child

Your child will be so busy making new friends and having fun they will have limited opportunities to phone home.

Most participants have mobile phones however, if at any point you need to contact your child in an emergency or need reassurance of their welfare, please phone the main office on **028 677 22122** between 9 a.m. – 5 p.m. After 5pm you can phone the Evening Staff phone on 07463262530. They will take messages and pass them on to the leader of your child's group or you may leave a message and this will get passed on to the relevant person.

Medical Information

Please supply the instructor in charge with any necessary medical information for example allergies, asthma etc. Also inform them if the participant has any special dietary requirements for example vegetarians, nut allergies, gluten free diet. If necessary you can speak to our Catering Manager in order to discuss details.

Please note that Share will not be responsible for any loss or damage to personal belongings.

Arrival

Participants can arrive on the Sunday evening of their Camp from 7pm or the morning of Monday around 9.30 am. If arriving on the Sunday evening please look for the Duty Instructor in the farmhouse building. If arriving on the Monday morning please proceed to reception.

You will be met on arrival by either the centre coordinator or a member of staff assigned as your contact person for the duration of your stay. They will show the participant to their accommodation which is generally based 4 persons per room bunk bed style with en suite toilet and shower. If there is someone your child particularly wants to SHARE with, please highlight this on your booking form or let the member of staff know on your arrival.

All participants will be given a quick tour of the Centre, highlighting fire drills, activity meeting points, out of bounds area and other ground rules. The staff member will complete a group registration form which will carry the names and contact details for everyone in your party. This is part of our emergency procedures information and will be stored on file after your arrival.

During Your Stay

The Summer Camp at SHARE will have a member of staff assigned to look after their needs who will work with them continuously throughout their stay. There will be a small team of staff on duty each evening, they are known as Duty Instructors or DI's. They have an office on the ground floor of the Farmhouse beside the main entrance and sleep in separate accommodation in the same building.

The DI's will serve the evening meal, supervise pool sessions and lock the main public areas of the Centre at midnight and also close the main entrance gate.

After midnight the DIs go to bed but are available if needed in an emergency. Their bedroom is situated through the main Farmhouse door on the left-hand side. Participants will be instructed on how to find them.

The supervision of the Summer Campers rests with us. We will lay out strict guidelines, rules and regulations for participants. If the participant is deemed to have broken these rules, he/she may be asked to leave the camp. At which point you will be contacted to arrange collection of your child. Please note that in this instance, no refund will be given.

In case of an emergency, the participants must contact a member of staff. All of our staff hold first aid qualifications and will administer emergency first aid and organise further assistance if necessary.

Departure

On the day of departure, the participant may be asked to vacate the accommodation by 10.00 a.m. to allow access for house keeping staff. We will provide them with a room to store luggage and the use of changing room facilities if needed.

Participants will be responsible for leaving the accommodation clean and tidy on departure. Used Bed Linen should be placed in the Laundry Room. We appreciate any assistance you are able to give maintaining the cleanliness of the site and buildings.

Room keys should be returned to the staff member in charge of the camp along with a Customer Feedback Form.