



CAMP OLAVE INFORMATION SHEET

- PAYMENT OF FEES** Return the Confirmation form, along with your payment to the Booking Agent *four weeks* prior to your camp. **The Confirmation form is your receipt.** Make a copy for your files. In the event that you need to pay for additional campers, either send another copy of the Confirmation form; or note on the cheque your name, dates of your camp, campsite, number of campers and number of nights.
- ORIENTATION** Every Responsible Guider must receive an orientation or an update **each and every time** they come to Camp Olave. Phone your respective Site Manager – they are listed on the sheet you received from the Booking Agent. If you are a large camp and have booked more than one site, **each** Guider who is in charge of a site **must** phone for a site specific orientation.
- SAFE GUIDE** **Swim Tests:** Anyone (girl or adult) who wants to swim without a personal floatation device (PFD) must take a swim test. This includes non-members. Swim tests are valid for five years from the date of testing. **It is the Guider’s responsibility to ensure that successful swim test results are entered into iMIS records.** If a participant does not successfully complete the swim test, they are considered a non-swimmer and cannot go in water more than mid-calf-deep without a PFD. To successfully complete the test the swimmer must: swim 50 meters and then immediately tread water for one minute (refer to the on line Safe Guide at the GGC website; “Water Activities” section). Once a girl/adult has passed the swim test she does not need to do the boat test. Participants who can show proof of completion of Red Cross, Swim Kids 5, Lifesaving Society Swimmer 4 or the equivalent may be exempt from the swim test. During the summer months (May to August while the lifeguards are at camp), Camp Olave receives blanket approval for swimming and boating activities. It is not necessary for individual Guiders to submit information to the Water Activities Advisor. If you are planning any waterfront activities that are outside the established waterfront, you must complete all Safe Guide requirements, as per Safe Guide Water Activities section.
- Emergency Response Guidelines and the Emergency Response Plan SG.4 for procedures to follow while at camp are posted on each site. Guiders are responsible for their own SG.4 form while traveling to and from camp.
- CAMP CHECK-IN** **Contact the On-Site Managers, Phyllis & Stan Pudek, 48 -72 hours before you come to camp to confirm your booking and arrival time. Check in with the On-Site Managers, before entering your site and hand in your “participant list”. ***No list - no key*****
- Camp Phone: 1-604-885-2163 Fax - 1-604-885-2173
Camp Email: campolave@telus.net
Camp Address: **1570 Jack Road, Sechelt, BC V0N 3A1**
- Directions to camp and a map are on our website: www.campolave.com
- Bring a cell phone or use the pay phone located beside the garage – the On-Site Managers’ phone is NOT for campers use or for messages to campers.
- CHECK-IN TIME** 12:00 noon, unless prior arrangements have been made.
- CHECK-OUT** Arrange checkout time with the On-Site Managers. In July and August checkout time must be done by 11:00 a.m. This includes all cleaning and personal equipment and belongings packed up.
- PARKING** Only one vehicle, designated for emergencies, is to be kept on site and **backed** in to the parking space at the site. Others to be parked in the designated parking area. Park in “train” formation with a note on each dashboard stating the site of where to find the owner.

GROCERIES	Save shopping time & maybe a vehicle ferry fare by having your groceries delivered to camp by a local store. Fax your detailed shopping list with your site name and arrival time on it to: I.G.A., Wilson Creek 1-604-885-6331 Fax: 1-604-885-4667 iga083@igabc.com Clayton's, Sechelt 1-604-885-2025 Fax: 1-604-885-5148 orders@claytons.ca I.G.A., Gibsons 1-604-886-3487 Fax: 1-604-886-8242 iga056@igabc.com Super Valu, Gibsons 1-604-886-2424 Fax: 1-604-886-4801 info@supervalugibsons.ca
SUPPLIES	Bring your own garbage bags, dish soap, tea towels, oven mitts, bleach and hand soap, BUT take your unused supplies home with you! Toilet paper is supplied. A clear recycling bag along with glass, bathroom and floor cleaner is also supplied.
DAMAGE	Report all damage to the On-Site Managers. Please use the Site Maintenance Forms. There is zero tolerance for graffiti. Camps are billed a minimum of \$60 for its removal and any damage to the campsites or camp property. The camp belongs to us all, please respect it. For your safety and to prevent rocks being dislodged do not allow campers to climb the seawall – use the beach pathways to access the beach.
HYDRO & WATER	Conserve energy and water! Our water is metered. Turn off lights and heat when not needed. (Do not turn off the heat in the Nature House).
SANITATION	All campsites have septic systems, which have a limited capacity for wastewater. Please use outdoor shower to rinse off after swimming. Limit showers for the girls. Use bleach and detergents sparingly. Discard sanitary and any other products in wastebaskets. Use only the supplied single ply toilet paper in toilets.
GARBAGE & RECYCLING	Put flattened cardboard boxes in the bin behind the garage. Put other clean recyclables (see onsite list) in a CLEAR plastic bag in the cardboard bin. Take other recyclables home. All other garbage goes in the dumpster. Please send an adult with the girls when they do the garbage as bins have heavy lids. Frequently, there are bear sightings at camp so BE BEAR AWARE. Please do not leave garbage outside at any time & remove all garbage to the dumpster nightly.
FUEL	Cut wood is for site use ONLY. Do not use on the beach. Collect driftwood from the beach for beach fires. Beach fires must be 10 feet below the high tide line. Do not leave fires unattended and extinguish them before leaving. Do not burn garbage or 3 hour logs in the fireplaces. Leave kindling for the next camp.
PETS	Absolutely no pets are allowed in camp.
PROGRAM	Make your camp preparations easier by using the extensive program options and equipment available at camp. Some are listed at the end of this orientation form. For a full listing check out www.campolave.com/programguide.pdf . Flags and detailed instructions are available in the camp office. For Forestry Tours at camp contact Dave Elstone delstone@dccnet.com (1-604-740-8226 or 604-740-2814) – cost is a minimum \$20 donation, proceeds to the Nature House, to be given to the On-Site Managers.
SMOKING	Permitted in outside areas only. Please bring your own tin can for your cigarette butts. Please ensure tin is partially filled with sand before using. Clean up after.
ALCOHOL	NO alcoholic beverages when camping with girls. At adult only events, alcohol may be consumed inside buildings. All bottles/cans etc. are to be taken home (not tossed into the dumpster).
HOSPITAL	Located in Sechelt on Hwy 101. Sechelt Hospital is approximately a 10 minute drive. Phone ahead to 604-885-2224. Be sure to take the person's Health Form with you.
TELEPHONE	The phone is located in the office for emergency purposes. Please keep calls brief. If you use your cell phone to call 911 please have the camp's exact address available.

CLEANING

The On-Site Manager will arrange a time with you to come and inspect your site before you go home. Follow the cleaning list you were given when you checked in.
Cleaning Companies:

Helpful Hands Housekeeping
Brittney Hogendoorn
Janice Neville

brittneyhogendoorn@gmail.com
604-850-4430
jneville50@gmail.com
604-865-0568

If you hire a cleaning company, you still need to complete the first 5 items on the cleaning sheet. **Arrange with the cleaning company a minimum of 2 weeks prior to camp.** Give your cleaning cheque to the On-Site Manager when you check in. All cleaning by professional cleaners during July and August must be completed by 12:00 noon. For contact information and rates: www.campolave.com/cleaners2017.pdf

TRANSPORTATION

Remember that you need one vehicle parked at each site used at camp for emergency purposes. Extra vehicles should park in the overflow parking lot.

Public Transit: to Horseshoe Bay: Express Bus 257 from Vancouver (see www.translink.ca)

B.C. Ferries: group rates 1-888-223-3779 or www.bcferries.com.

Third Wave Bus Company: are the new contractors for the Sechelt School Bus: contact darlenem@thirdwavebus.com phone 604-247-1221. They will send buses to pick you up at the ferry and take you right into camp. They are required to use two buses, one to take passengers and the other for luggage.

Sunshine Coast Transit System: The contact Jose.Martinez@scrd.ca phone 604-885-6899 or fax 604-885-7909, contact Jose in order to advise them of a large group coming on the ferry and planning on using public transit to travel to Camp Olave. Upon arriving at camp, the bus stop is just past Jack Road on the north side of the highway from Camp Olave. When returning to the ferry, the bus stop is on the same side of the highway as camp. Crossing the highway is **extremely** dangerous as your visibility is limited. Upon arrival, please ensure everyone has a flashlight out and send one person across the highway first to help monitor traffic coming in both directions. There is no guarantee that you will be able to catch the bus you want so allow for extra time. They do not take luggage.

**THE FOLLOWING COMMON AREAS MAY BE BOOKED IN THE BOOK IN THE OFFICE
OR ON THE BOARD BY THE OFFICE**

- ARCHERY** Archery is available. Sign up when you arrive at the camp. Instructions are given annually, without exception. Please contact On-Site Managers 24hrs ahead. Pair archery with the adjacent **FITNESS CIRCUIT**.
- CANOEING & KAYAKING** Canoeing and kayaking is available in the summer months. Arrange for times with the summer staff. The Safe Guide and Camp Olave Waterfront Policies & Procedures must be followed.
- CRESTS** Crests are available - see information provided with your check-in package when you arrive. Cash or Unit cheque only. Make cheques payable to "GGC -The Trading Post".
- ENCHANTED FOREST** Does not need to be booked. The entrance is right by the Nature House. If you wish to add to the display all contributions must follow these guidelines:
- o made of wood, plastic or other weatherproof material o wired and nailed together not glued o painted with craft paint or coloured with permanent markers o identified with your unit name, district and date,
 - o in keeping with the "Enchanted" theme (fairy tales, nursery rhymes, fairies, magical creatures, animals, etc.)
- Displays must be positioned anywhere along the trail where there is room.
Painted rocks should be placed along the sides of the trail NOT in the display areas.
If you have any questions please contact campolavecampa@gmail.com .
- FIELD SITE** Great for games and activities and very near the beach and the central flag poles. Use it for a picnic or as a program area for your big camp. It has power outlets.
- FITNESS CIRCUIT** Does not need to be booked. The circuit has eight stations and is located next to the Archery Range. The eight stations, a park bench and new signs complete the fitness circuit.
- FRIENDSHIP FIRE** Do some bridging and try to co-ordinate use with another group. Take a sit-upon and clean up after use. **No cooking allowed.** Put out fires with sand only.
- HIKING & ORIENTEERING** See the Summer Staff in the summer months. At other times, maps and self-guided kits are available at the Office. Geocaching available from On-Site Managers.
- I.O.D.E. HALL** May be booked for camp activities upon arrival
- LOW ROPES** Campers will be contacted ahead of time to arrange a time and a facilitator. A trained facilitator must be present during the use of the Low Ropes course.
- NATURE HOUSE & NATURE GARDEN** A great place to find Native plants, Natural History displays, hands-on activities and reference books. A TV monitor, VCR & DVD players are available with a small library of nature & general interest videos & DVDs. Reservation book & key are in the office. Sky Scout for astronomy is available from the On-Site Managers.
- OUTDOOR CHAPEL** Perfect for your group's Guides Own.
- SWIMMING** In the designated area under Lifeguard supervision only. Sign-up for times from May - August. Other times call Gibsons Pool at 1-604-886-9415 if you require a lifeguard.

BARNACLES!!! CLOSED TOE & HEEL WATER SHOES A MUST. NO CROCS!