

FRITH GRANGE SCOUT CAMP SITE

TERMS & CONDITIONS FOR BOOKINGS, VISITS & PARTICIPATION

1. Barnet Borough District Scout Council (the Charity with responsibility for the oversight of Frith Grange Scout Camp Site hereinafter referred to a “Frith” or “Frith Grange”) is referred to in this document as ‘BBDSC’. A ‘Booking’ refers to a request by a group or an individual to book an event, a visit or hire a campsite, accommodation, activity or any other facilities available at Frith. A booking may also include activities undertaken with third party/partner suppliers organised by BBDSC. The ‘Group Leader’ refers to the individual with whom BBDSC deals with in relation to a booking. BBDSC will regard the “Group Leader” named in and making the booking as having final liability for all matters relating to that booking, including full payment of all fees. ‘The BBDSC Manager’ refers to the Activities Manager, the organiser of a BBDSC Event, the Site Warden/Deputy Warden or any person nominated for the role by BBDSC.
2. A BBDSC booking can be reserved for no more than 14 days by entering appropriate details using the online form at <https://www.onlinescoutmanager.co.uk/v/frith-grange> The booking form and relevant deposit must be received within this period for the booking to be confirmed. If a booking form and deposit is not received within 14 days your booking will be regarded as cancelled.
3. All prices exclude VAT. Where applicable, VAT at the current rate will be added to fees.
4. The deposit specified on the booking form must accompany all bookings. The deposit is not refundable. The booking will not be confirmed until the deposit specified is received.
5. The final payment for a booking must be made latest 14 days before the booking commences, unless otherwise agreed in advance between the BBDSC Manager and the Group Leader/Scout Group or Organisation. In such cases, the final payment for a booking must be made by the date agreed.–Failure to comply with our payment terms may result in your booking being cancelled and the Scout Group or organisation being liable for the total cost.
6. Payments may be made by cheque issued by the group or organisation making the booking, or by electronic funds transfer. All cheques should be made payable as specified on the provided payment details and crossed ‘Account Payee only’. Any cheques returned not cleared by the bankers for BBDSC will be subject to a £25.00 charge.
7. Any additions to numbers or activities taken 14 days or less before, or on the day of the booking will be added to the account and a supplementary final invoice will be issued to the Group Leader before the end of your booking. Settlement of this balance is due 14 Days before booking date at Frith Grange Scout Camp Site.
8. Cancellations must be made in writing (email) to BBDSC. The acknowledgement sent by BBDSC will state the effective date of the cancellation. In the event of a cancellation the following charges will apply:

- More than 60 days before commencement date – Loss of deposit
- 60 – 29 days before commencement date – 50% of total cost
- 28 – 1 days before commencement date – 100% total cost
- On or after the commencement date – 100% total cost

The percentages listed above refer to the total cost of the booking. However, the deposit will be forfeited in full, even if it should be more than the subsequent total due. Note: Insurance to cover cancellation should be arranged.

9. BBDSC reserves the right to cancel, alter, or delay any event, camp, course, accommodation or activity were forced to do so by circumstances beyond our control, including but not limited to serious illness, severe weather or any other circumstances which would subject BBDSC or any of its volunteers, employees or any of the participants to the risk of danger to life or limb.

10. BBDSC reserves the right to exclude or remove from an event, camp or activity, any person who in their judgement is found to be unmanageable or a danger to the safety or enjoyment of others. In this event no refund will be given. Any additional costs and the responsibility of removing the participant will be borne by the group.

11. Participants must be physically fit to take part in camps and activities run by BBDSC and free from any illness or conditions that may render the camp or activity hazardous. Some activities may require the wearing of safety equipment such as helmets and safety harnesses. -Where such equipment is specified by BBDSC, participants must wear it at all times during the activity. Certain activities are only suitable for specific age groups and these age restrictions must be adhered to. BBDSC accepts no responsibility when groups fail to adhere to these rules.

14. It is the responsibility of the Group Leader to familiarise themselves with the 'Roles and Responsibilities' documents for groups at Frith Grange paramount and all participants must accept that the decision of the activity instructor is final. Some activities are potentially dangerous if not skilfully managed. Safety must therefore be and must at all times be accepted by the participants. BBDSC will accept no liability for problems arising from failure to accept and/or respond to the authority and instructions of the instructor or event organisers

15. Any and all photographs, videos, or other recorded media may be used by BBDSC for marketing or advertising purposes without any payment or compensation being offered and without any request being made to the featured parties. Should any participant in a BBDSC booking be subject to any specific restrictions around capture of their image, this should be made clear to the BBDSC Manager by the Group Leader.

16. No Liability is accepted for:

- Loss of or damage to any personal property belonging to or travelling with the members of any group. For example; watches, jewellery, cameras or clothing.

- Losses or additional expenses due to delays or changes in travel services, sickness, weather, strikes, riots, war, quarantine or any other cause.
- Personal injury or death of any participants however caused unless by proven negligence of BBDSC.
- Loss or damage to any kit and equipment (including tentage, cookers & cooking utensils) pioneering gear or other property owned or brought on site by the attendee's organisation.

17. It is the responsibility of the Group Leader to ensure that all areas (including buildings, campsites and equipment) used by their group are left in a clean and tidy condition at the end of a booking. All rubbish to be placed in bags and deposited in the Palladins provided.

18. In the event of any damages caused by participants to property or equipment belonging to BBDSC, except by fair wear and tear, the group will be charged the full replacement cost. Any damages must be reported to a member of BBDSC staff/event organisers immediately.

19. All information given in any literature produced by or on behalf of BBDSC is believed to be correct at the time of going to press. It is given in good faith and is intended as a guide to events, accommodation, camping and activity facilities available and may be altered without notice to suit differing seasonal or other conditions.

20. If you have any complaint that arises during a booking, please notify the Campsite Team. BBDSC will do our utmost to find a speedy and satisfactory resolution. In the event that the Group Leader is not satisfied with the solution offered, please complain in writing to within 14 days of the end of the booking.

21. For the comfort, health and safety of all concerned, smoking is forbidden during any of the activities. Smoking will only be permitted in designated areas in accordance with the "Right to a Smoke Free Scouting" policy. Smoking will only be permitted by persons over 18 years of age.

22. NO alcohol may be consumed during any activities. Alcohol may be consumed during leisure time as stated in the programme by persons over the age of 18 and only in line with the "Scouting and Alcohol checklist for adults" (the Green Card). Under NO circumstances will anyone considered to be under the influence of alcohol be permitted to participate in any activity organised by BBDSC.

23. BBDSC is covered by all necessary insurances in respect of Public Liability.

24. It is the responsibility of the Group Leader to ensure that everyone over the age of 18, staying overnight at Frith has a current Enhanced DBS disclosure. For members of the Scout Association this must be accessible to check on Compass, if required.

Roles and Responsibilities

To ensure that young people and adults alike have the best possible experience and the most fun with Barnet Scouts, the Group Leader should ensure that all accompanying adults are aware of their roles and responsibilities prior to the start of your group's booking. The roles and responsibilities of Leaders/Assistants upon arrival and departure:

1. To ensure that the young people in their group are appropriately supervised whilst in our car parks and arrival areas.

- We strongly advise that you nominate a leader from your group to meet participants at the car park/arrival area at the designated arrival/departure time.
- Please ensure that those collecting/dropping off young people are aware that BBDS has a no dogs policy on all sites. Assistance dogs are permitted, but should be clearly identified as such.

2. Vehicles are only permitted onto camping areas with the express permission of the BBDS Manager and should be removed from these areas promptly once unloaded.

3. Please ensure that any buildings or gates are secured upon departure and that any keys are returned. Please do not share any codes that you are provided with for doors or padlocks with any other group.

The general roles and responsibilities of Leaders/Assistants:

1. Group Leaders and accompanying adults are responsible for the overall care and well-being of the young people.

2. Whilst our instructors are responsible for the safe delivery of the activity session, the Group Leader & accompanying adults are still ultimately responsible for the participant's welfare and behaviour.

- Please encourage young people to be considerate and polite, to keep our Centres tidy, to be punctual and to support and encourage each other.

3. Group Leaders and accompanying adults are required to accompany each group during an activity, unless specified otherwise.

4. Group Leaders and accompanying adults are to ensure that young people are behaving in an appropriate way, so that the activity can be both fun and safe for all involved. If a young person's behaviour is continually preventing an activity from running well, the Group Leader/accompanying adult should take time to talk to the young person so that others are not disrupted.

5. For all activities, Group Leaders and accompanying adults are required to supervise the non-active participants, allowing the instructor to focus on one-to-one coaching.

- During activities, please ensure the young people have the correct clothing and footwear and that they bring their asthma pumps or other relevant medication to each activity. The presence of any participant carrying or possibly requiring the application of an EpiPen device or similar should always be known to the Group

Leader, accompanying adults and to Instructors. Young people should be actively encouraged to attempt all activities.

6. Group Leaders and accompanying adults have full responsibility for their groups during non-activity times; such as mealtimes, free-time and at bedtime.

- For those on catered packages, at mealtimes ask the young people to line up in an orderly manner, remember their manners when being served their meal, clear their plates, cups and utensils from the table and return them to the clearing station.
- It is the Group Leaders responsibility to ensure that those with specific dietary requirements make themselves known to BBDSC catering staff and that the young person adheres to those requirements.
- It is the responsibility of the Group Leader to ensure any young person purchasing food items from BBDSC retail outlets or vending machines adheres to any specific dietary requirements they may have.
- During free time, the young people must stay away from activity areas.
- Please ask the young people to respect the fact that other groups are onsite and therefore noise levels should be kept to a minimum from 22:00.
- Eating and drinking is not allowed in the bedrooms or in BBDSC tents.

7. To ensure that issues are efficiently resolved, we request that matters of a serious nature be communicated by Group Leaders to the Management Team as soon as practicable and in any event prior to departure.

8. Group Leaders and accompanying adults are welcome to participate in the various activities, providing they have been present for the safety talk. This is a great opportunity for Group Leaders and accompanying adults to enjoy the challenge of trying something new and for young people to see their Group Leaders and accompanying adults in a completely new light!

9. Risk Assessments available on request, Scout Groups and other organisations using Frith must do their own Risk Assessments and should be available on request.

The general roles and responsibilities of Barnet Scouts instructors:

1. Barnet Scouts instructors shall follow the relevant Activity Standards and Procedures to ensure that each activity is run safely.

2. Their main focus is to ensure that all members of the group can participate in each activity safely.

3. Barnet Scouts instructors will work with leaders to re-enforce positive behaviour.

4. If the Barnet Scouts instructor deems that safety could be compromised, they reserve the right to exclude any individual young person and/or curtail the activity.

5. Whilst our instructors will offer support wherever possible, the pastoral well-being of visitors at all times is the primary responsibility of leaders/assistants and ultimately the Group Leader.

