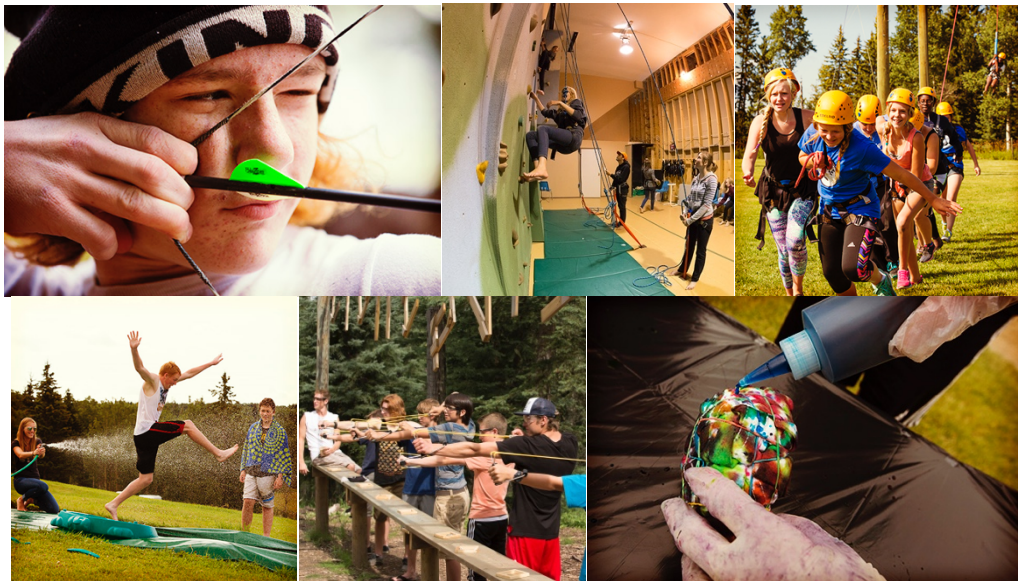




Program

Activities Booking Manual



VERSION 2017

Rivers Edge Camp & Retreat Centre
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Activities Booking Manual

We're glad you have chosen Rivers Edge Camp as the place for your next event. We want to ensure that things run smoothly with your booking and your time here at the Camp. We are pleased to offer activities in our all-inclusive pricing to make your stay with us special. Please read this manual thoroughly to become familiar with what we offer. We hope this clarifies information on activities and provides you with a clearer understanding of what and when activities are offered as well as when activities will be cancelled due to weather, temperature, and other factors.

Before scheduling activities in your itinerary please read this manual.

What days of the week do you offer activities?

Monday to Saturday.

We do not lead activities on Sundays.

How many activities can we book at a time?

We typically offer 4 activities at a time, however if we can find extra relief staff, there is a possibility we can offer more at a time.

How long is each activity?

1 hour and 30 minutes (max)

If you don't have enough time in your schedule to fit in all the activities you want, you can change your length of activity block to a minimum of 1-hour. We do not offer activity blocks longer than 1 hour and 30 minutes.

When can I schedule my activities?

Activities can be scheduled between breakfast and supper. Ideal activity block times are:

9:15AM-10:45AM

11:00AM-12:30PM

1:30PM-3:00PM

3:30PM-5:00PM

We do not provide after-supper programming

When should I submit my activity requests?

Activity needs: Must be clarified **at least one month prior to event.**

Activity final needs and times: Must be confirmed with our guest group coordinator at **least 2 weeks prior to event.**

If you do not meet the above requirements Rivers Edge Camp is not obligated to provide staff to lead programming for your event.

How can I guarantee I will get my activity?

Rivers Edge Camp reserves the right to double book guest groups. Activities are booked on a “first come first serve basis” and not based on the time of the original booking with the camp. In order to ensure you get the activities you want, please book your activities well ahead of your arrival.

How much do activities cost? What are the minimums and maximums for each block? And how do I know if they are staff-led or self-led? See chart below:

	Minimums	Maximums	Price	Self led/Staff led
Archery	8	12	INCLUDED*	Staff led
Wall Climbing	8	12	INCLUDED*	Staff led
Snowshoeing	8	12	INCLUDED*	Staff led
Horseback Riding	6	10	\$30/ride	Staff led
Tie-Dye	8	24	\$10/shirt	Staff led
Paracord	8	16	\$5/bracelet	Staff led
Orienteering	8	16	INCLUDED*	Staff led
Initiative Games	8	16	INCLUDED*	Staff led
Sling Shots	8	16	INCLUDED*	Staff led
Ceramics	8	16	\$5/ceramics	Staff led
High Ropes	8	16	INCLUDED*	Staff led
Guided Hike	8	16	INCLUDED*	Staff led
Field Games	No min	No max	INCLUDED*	Staff led
Slip N Slide	No min	No max	INCLUDED*	Self led
RECA Ball	No min	No max	INCLUDED*	Self led
Games Room	No min	No max	INCLUDED*	Self led
Gym Games	No min	No max	INCLUDED*	Self led
Basketball Pad	No min	No max	INCLUDED*	Self led
Pool Ball	No min	No max	INCLUDED*	Self led

*Are not included in Girls Guides/Brownies bookings nor self-catered groups.
 NOTE: If you do not reach minimums for an activity, you will still be charged for the minimum.
 If you cancel any activity within a week’s notice you will be charged a \$30 cancellation fee regardless of whether it is a free or paid activity.

When are activities available during the year? See chart below:

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Wall Climbing	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Guided Hike	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Paracord	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Ceramics	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Initiative Games	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Gym Games	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Orienteering	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Tie-Dye	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
RECA Ball	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Games Room	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Pool Ball	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
High Ropes	✓	✓	WP	WP	WP	WP	✓	✓	✓	✓
Archery	✓	✓	WP	WP	WP	WP	✓	✓	✓	✓
Sling Shots	✓	✓	WP	WP	WP	WP	✓	✓	✓	✓
Basketball Pad	✓	✓	WP	WP	WP	WP	✓	✓	✓	✓
Slip N Slide	✓	✓	WP				WP	✓	✓	✓
Field Games	✓	✓	WP				WP	✓	✓	✓
Horseback Riding	✓	✓	✓					✓	✓	✓
Snowshoeing				WP	✓	✓	WP			
Snow Tubing				WP	✓	✓	WP			

Available
 Not Available
 WP Weather Permitting

What are your temperature cut-offs for outdoor activities?

If the instructors feel like the temperature and weather conditions are compromising the safety of the activity, they have the right to cancel the activity. In general our cut-off temperature for **high ropes, archery and slingshots** is: -10°C

Orienteering, Guided Hike, Snowshoeing, and Snow tubing all have a temperature cut offs of: -15°C

What do we do if our outdoor activities are cancelled due to weather?

If your outdoor activities get cancelled due to weather we will send you with your teacher/chaperone to our indoor gym.

Your chaperone will be required to supervise your gym time.

For Safety:

High Ropes will be shut down immediately in the case of a lighting strike seen from the High Ropes course. The course will be re-opened 30 minutes after the last lightning strike.