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# GUEST INFORMATION

Effective 1 December 2020



## **Before your Arrival**

- The camp leader needs to contact the Manager on **08 8311 7050** or **0428 111 201** to confirm arrival time.
- It is your responsibility to engage caterers who are accredited Food Handlers and to observe the guidelines and rules displayed in the kitchen.
- Please ensure there is adequate adult leadership and supervision provided at all times during your stay. This also applies to family reunions & social groups who often forget to appoint people to that position. At least 1:10 ratio and if possible more leaders.
- If you are going to have a campfire, please remember to provide your own wood. Fires are permitted **ONLY** in the designated firepit, located behind the Hamilton Cottage, and are not permitted during the Fire Danger Period and on Total Fire Ban Days.
- Please ensure that you have a First Aid Kit & trained personnel.
- Please ensure that there will be enough vehicles to onsite to be able to evacuate everyone quickly in the case of an emergency.

## **What to Bring**

- Note: Thuruna now provides ALL cleaning materials and supplies including:
  - toilet paper and hand-towel
  - dish washing liquid, dish clothes and scourers
  - washing powder and cleaning supplies.
- All bedding - sleeping bag, pillow, blankets.
- All food and tea towels.
- First Aid Kit and a trained first aid person.
- Enough vehicles to stay onsite to be able to evacuate everyone quickly in the case of an emergency.
- Gas bottle for BBQ.

## **Upon Arrival**

- We require a list of names of *all* campers to verify their attendance. This includes both guest staying overnight and day guests.
- On arrival, you will be met by the Manager who will show you the campsite boundaries, the Emergency Evacuation Area, and any other details required.

## **Please ensure that ALL campers are aware of the following:**

- Please be mindful of power usage. Please turn off lights, heaters/air-conditioner when not required and ensure short showers etc
- NO non-prescribed drugs and a NO gambling site.
- Smoking is not permitted in any building. Please extinguish your cigarette and dispose of responsibly.
- Fire Extinguishers are not to be tampered with in any way as it may impinge upon your safety and will incur a recovery cost for re-inspection and any replacement. Leaders are to be familiar with position & use of appliances and emergency procedures.
- Campfires are only permitted with the permission of the Manager. Campfires are permitted ONLY in the designated firepit, located behind the Hamilton Cottage, and are not permitted during the Fire Danger Period and on Total Fire Ban Days.
- Location of the First Aid Kit & details of the First Aid Officer.

## **On Departure**

- The camp leader needs to contact the Manager to confirm departure time.
- The Manager will arrange a time to meet with leaders to check the site before you go.
- Before departing, please ensure that all rooms/areas have been cleaned as per the instructions in each room. As a general rule, please leave it as you found it.
- Please also ensure that the fish cleaning bench is washed and scrubbed. We do not provide food for the seagulls ☺.
- Please turn off lights, heaters and taps.
- Place all rubbish in garbage bags (provided) and put in wheelie bins. Any excess rubbish will have to be taken by your group.
- If the campfire has been used, please ensure that it has been entirely extinguished by soil and water.
- Please report any breakages & damage incurred to the manager. Large, expensive items will need to be paid for by the group.
- Please ask before shifting anything – there may be a reason not to. If you move any furniture please put it back to its original place. Only brown plastic chairs are to be used outside.
- Note: lost property will be sent to Op Shop after 4 weeks. Please notify the Manager if you know you have left something behind so you can make arrangements for its return.

**We thank you for your cooperation and consideration. Your help means we can continue to provide this facility at an affordable rate to benefit you all.**

**We trust you are blessed staying at the Thuruna Campsite**