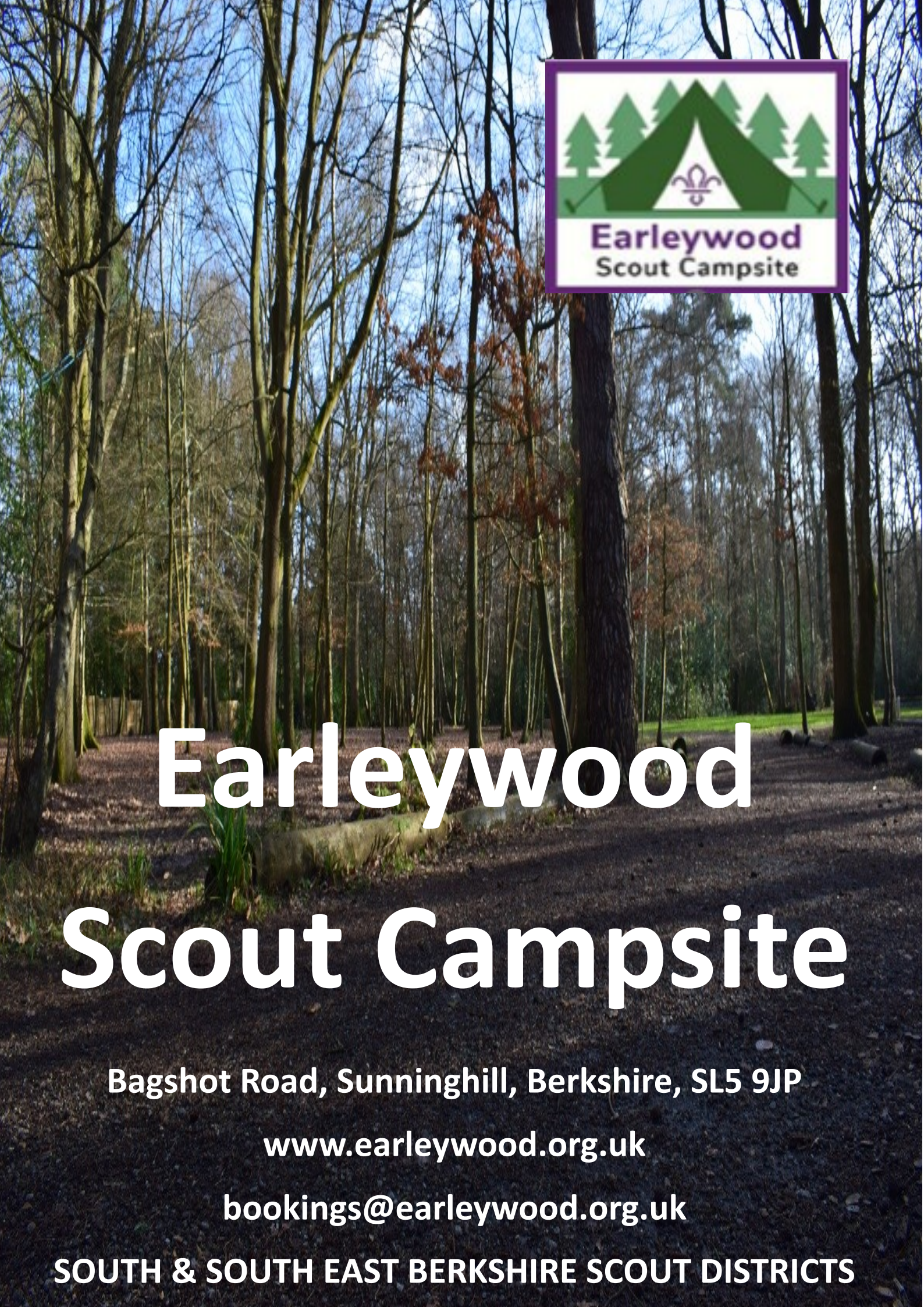


Earleywood Scout Campsite

Bagshot Road, Sunninghill, Berkshire, SL5 9JP

www.earleywood.org.uk

bookings@earleywood.org.uk

SOUTH & SOUTH EAST BERKSHIRE SCOUT DISTRICTS

About Earleywood Campsite

Location

Earleywood is situated in Sunninghill near Ascot, 3 miles from M3 junction 3 and 11 miles from M4 junction 11. The site is leased to South East Berkshire Scouts by the Scout Association and is run by volunteers from South and South East Berkshire Scout Councils. Entry to the 9 acre site is via a gate off the B3020 Bagshot Road.

What 3 Words

needed.lines.ridge

Woodland Campsite

With 13 camping sites, spread across the 9 acres, Earleywood can accommodate groups both large and small. Our pitch capacities range from 30-90 people and will be assigned accordingly. Our two buildings provide you with options to run a camp supported by an indoor space for accommodation, catering or storage. More detailed information on the buildings can be found on pages 18-19.

Activities

We are proud to offer a range of both instructor led and self led activities. All of our instructors are members of the Scout Association and volunteer their time to run activities. They all hold the relevant Scout or National qualifications needed to instruct. Any of our instructor led activities can be run by your own group providing that the leader in charge of the activity holds the relevant qualification. They will be asked to provide details of this.

Please contact us if you are interested in volunteering as an instructor at Earleywood.

Booking

Bookings can be made via our website www.earleywood.org.uk or by contacting us at bookings@earleywood.org.uk

Site Rules

Parking and Access

Parking is only permitted in the car park and is limited. No vehicles (other than emergency vehicles) are permitted past the middle gate which must be kept clear at all times. Please be aware that there is no footpath along Bagshot Road (speed limit 40mph) and we advise against hiking directly to Earleywood. Please contact us for suggested drop off/pick up points within a mile. Do not block the side access between the Scout Centre and outdoor archery range; this must be kept clear. Allocated bays for the Earleywood Management Team are for the site team and emergency vehicles only.

Pitching Tents

Tents and marquees must not be pitched on the central lawn or grassed areas.

Dogs

No dogs are permitted on site other than registered assistance dogs.

Quiet Time

Quiet time between 22.30-8.00. Please respect our neighbours and other campers by keeping all unnecessary noise to a minimum.

Respectful and Safe Behaviour

Always consult your own risk assessment before starting any activities on site. All groups should appoint a supervisor to regularly check cleanliness and operational function of the site (including toilets and/or buildings). Boundary ditches and the stream must not be crossed or dammed; they are vital for drainage.

Waste

General waste and recycling bins are located near the front gates. Please make sure general waste is tied securely in black sacks. Recycling must be empty, cleaned and placed in clear sacks only. No glass must be put in either bins. If the bins are full, please take excess rubbish home with you. If your group is likely to generate more waste than our 660L bins can hold, please let us know and we can organise a skip for you. The cost for this is £300.

Smoking and Alcohol

Strictly no smoking or vaping on site. Please leave the site to do so. Please refer to the Scout Association Green Card regarding alcohol use.

Arrival and Set Up

Hosting

As Earleywood is a volunteer run site, we may ask groups to self host. A member of the team will send you information and any codes for combination locks you will need. Otherwise, you will be met by a volunteer host who will show you round and answer any questions you may have. There is no warden on site.

Camp Layout and Pitch Allocation

The site plan is included in this booklet. At quieter times, you may be able to choose your pitch on arrival. During winter months when the ground is boggy we will assign you the pitch which is safest and best to use. In summer months or when multiple groups are camping onsite, we will allocate your pitches to you.

Loading and Unloading

Trolleys are available to move kit from the car park to your pitch or building. No vehicles are permitted to drive onto site. Trolleys must be returned straight after use. No persons are permitted to ride on the trolleys.

Access to Buildings

If you are self hosting, we will email you with the codes for the building prior to your visit. Otherwise the host will unlock for you. Buildings must not be accessed earlier than agreed times or by groups who have not booked. There is an early access fee if you wish to arrive earlier.

Departure

Cleaning

Hired buildings must be left clean and tidy. Hoovers, brooms and cleaning equipment are available in the buildings. Camping pitches should be clear of all litter, waste (including food) and altar fires. Unburned wood must be returned to the wood pile. You may incur a fee if buildings and camping pitches are not left in a satisfactory condition.

Toilets

Toilet blocks and showers must be left clean and tidy.

Washing Up Area

Please leave washing up areas clean, tidy and with no food waste in the plug-holes.

Hosting

If you are self hosting, please make sure you have locked up properly and that no rubbish is left on site. Please use the bins provided (located near the front gate) and take excess rubbish home with you. Heating must be turned off in the buildings. The front gate must be locked on departure. Otherwise the volunteer host will meet you at the end of your stay to check in with you and lock up.

Reporting Issues

Please report any problems, concerns, damage, fallen trees or other issues to the Earleywood team via email. bookings@earleywood.org.uk

Toilets and Showers

Toilet Block

The toilet block is located halfway down the site on the far righthand side. It contains separate male and female facilities plus one disabled access toilet with its own shower.

The toilet block also has toilet tissue dispensers, sanitary bins, hand basins with hot and cold running water. The showers are individual, lockable cubicles shared by everyone.

All groups should appoint a supervisor to regularly check the cleanliness of the toilet block.

There are also toilets and showers (including a disabled toilet and shower) in the Scout Centre exclusively for those using the building.

DUE TO OUR SEWAGE MANAGEMENT SYSTEM, PLEASE DO NOT USE ANTIBACTERIAL SOAPS.

Hot Water

Hot water is provided on demand via electricity units.

The hot water taps are regulated to the required health and safety temperatures, therefore please be careful when running hot water as the water temperature can cause injury.

Dishwashing and Waste Disposal

Dishwashing Sinks

The dishwashing sinks are located on the end of the toilet block situated halfway down the site on the far righthand side. These sinks are for washing up only.

Campsite Washing Up

You may choose to wash up at your pitch. Please take used washing up water to the dishwashing area to dispose of.

Hot Water

Hot water is provided on demand via electricity units.
The hot water taps are regulated to the required health and safety temperatures, therefore please be careful when running hot water as the water temperature can cause injury.

Antibacterial Soap

DUE TO OUR SEWAGE MANAGEMENT SYSTEM, PLEASE DO NOT USE ANTIBACTERIAL SOAPS OR BLEACH. APPROPRIATE CLEANING MATERIALS WILL BE PROVIDED FOR THE BUILDINGS.

Rubbish

General waste and recycling bins are located near the front gates. Please make sure general waste is tied securely in black sacks. Recycling must be empty, cleaned and placed in clear sacks only. No glass must be put in either bins. If the bins are full, please take excess rubbish home with you. If your group is likely to generate more waste than our 660L bins can hold, please let us know and we can organise a skip for you. The cost for this is £300.

Open Fires

Open Fires and BBQs

Open fires are permitted in the campfire circle and in altar fires. Altar fires are a shared resource which can be taken to your camping pitch for use. Fires should not be left unattended and must be doused after use. Fire buckets should be made available for use by the group leader and kept close to all fires. Please return altar fires ash-free after use. Ash bins are provided by the containers near the car park.

Ground Fires

Ground fires are not permitted on site.

Campfire Circle

The campfire circle is purpose built for campfires. It is suitable for younger sections to use to practise fire lighting. It is a shared resource for all on site and cannot be booked for individual group use. Please liaise with other campers onsite.

Wood Pile

Please only burn what you need and return all unburned wood to the wood pile at the end of your visit.

Young people should be supervised at all times when collecting wood from or returning wood to the wood pile. It is recommended that protective gloves and footwear are worn when moving wood/logs.

Please be aware that wood from the wood pile may contain nails. Please check wood/pallets are not treated or painted before burning.

Wood/sticks/logs may be collected from the ground around the site. You must not cut down any branches or trees.

Safety

Group Safety

Each individual group is responsible for the safety of all persons in their party including at drop off and collection times. Please ensure all adults are familiar with both your own group and Earleywood's documentation and risk assessments.

We strongly recommend that the front entrance gates are closed overnight. For overnight stays in the buildings, Cooper Bolts have been installed to enable door to be locked but allow emergency egress if required.

Accidents

All visitors are responsible for the provision of their own First Aid. First Aid kits are available in both buildings for use by the building hirers. The accident book is kept online and all accidents/near accidents should be logged. Reporting accidents and incidents is the responsibility of the group.

Serious Incidents

Call emergency services either on 999 or 112. Once emergency services have been called, you must notify Earleywood Management Board at the earliest opportunity to provide additional support. Please contact:

Primary—Health and Safety Director Derek Salter 07782 329064

Safety Policy and Risk Assessments

Our safety policy and risk assessments are all available on the website.

www.earleywood.org.uk/risk-assessments

Hiking/Road Safety

Please be aware that there is no footpath along Bagshot Road (speed limit 40mph) and we advise against hiking directly to Earleywood. Please contact us for suggested drop off/pick up points within a mile.

Facilities

Site Badges

Site blanket badges are available for purchase. Please let us know if you would like badges prior to arrival. The cost will be added to your invoice.

Allergen Information

Each group must create their own risk assessment for allergies of those in their care. We cannot guarantee a nut-free site.

Shared Facilities

Shared facilities include the toilet block, washing up area, campfire circle, chapel and marquee.
The Ken Buckland Chapel is a quiet, peaceful place for groups to use for acts of worship, Scouts Own or reflection whilst on site.
Altar fires are available for use—two different heights for S'mores and BBQs.
The parachute shelter on Pitch 1 provides undercover space for activities.
The central lawn and other grassed areas are kept free of tents and marquees to allow space for team games and other activities.
Picnic tables and benches outside the Rowney Building are for all site users. Please do not move these to your pitch.

Use of Own Instructors

Groups may use their own qualified instructors for activities requiring permits. Instructors will be asked for a copy of their permit which will be kept on file. Qualifications must meet the required standard as stated in the Scout Association POR.

Activities

Preparation

Please make sure your group arrives promptly at their booked activity and are dressed appropriately. It is recommended that toilet facilities are used before putting on harnesses. Longer hair must be tied back.
Please ensure all participants exhibit acceptable behaviour and listen carefully to instructors. Failure to do so may result in an instructor removing a person from the activity.

Group Leader Preparation

Please make sure risk assessments have been read and understood. For self led activities, please familiarise yourself with any rules or expectations.

First Aid

An adult must accompany all young persons to all activities and be prepared to act in loco parentis. It is advisable for a First Aid kit to be brought to each activity.

Risk Assessments

All risk assessments for the activities provided by Earleywood are available on the website www.earleywood.org.uk and can be downloaded.
Always consult your own risk assessment before you start any activities on site.

Instructed Activities

Climbing and Abseiling

- Bookable by the hour
- For ages 6 years and above (Beavers or older)
- Recommended for 12 people to climb/abseil per hour
- Earleywood climbing equipment will be used by our instructors
- For groups using their own qualified instructor, a copy of the permit will be required and all your own climbing equipment must be used

Crate Stacking

- Bookable by the hour
- For ages 6 years and above (Beavers or older)
- Recommended for 12 people to crate stack per hour
- Earleywood climbing equipment will be used by our instructors
- For groups using their own qualified instructor, a copy of the permit will be required and all your own climbing equipment must be used. Crates will be provided

Instructed Activities

Rifle Shooting

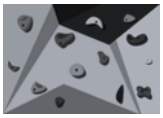
- Bookable by the hour
- For ages 8 years and above (Cubs or older)
- Recommended for 12 people to shoot per hour
- Earleywood instructors hold NRSA YPS qualifications
- For groups using their own qualified instructor, a copy of the permit will be required
- Earleywood equipment must be used. All air rifles, pellets, safety equipment, targets and self set-up instructions will be provided
- All young people under 18 years, **must** have a Section 21 form signed by a parent or legal guardian. All adults attending the range **must** sign the Section 21 form indicating that they are not a prohibited person
- Rifle shooting is held in the Rowney Building

Archery—Indoor and Outdoor

- Bookable by the hour
- For ages 6 years and above (Beavers or older)
- Recommended for 12 people to shoot per hour
- Earleywood archery equipment will be used by our instructors
- For groups using their own qualified instructor, a copy of the permit will be required
- Earleywood equipment must be used. All bows, arrows, targets and self set -up instructions will be provided
- Indoor archery is held in the Rowney Building
- Outdoor archery is held on the grassed area behind the Scout Centre

Self Instructed Activities

Traversing Wall



- Bookable by the hour when the climbing wall is not in use
- Suitable for all ages
- Recommended for 12 people to climb per hour
- Helmets are not required
- Suggested traversing wall activities are available on the Earleywood website

Mini Golf (April to October only)

- Bookable by the hour
- Suitable for all ages
- Recommended for 12 people to play per hour
- Clubs and ball provided, please count in and out
- No climbing allowed on the obstacles

Pioneering Poles

- Pioneering poles are available for use and stored next to the containers near the car park

Shelter Building

- Earleywood grounds provide the perfect environment for shelter building. Please be considerate of others on site when choosing the location for your shelters

Soft Archery

- Bookable by the hour
- Suitable for all ages
- Recommended for 12 people to play per hour

Soft Tomahawks and Soft Darts

- Bookable by the hour
- Suitable for all ages
- Recommended for 12 people to play per hour

Self Instructed Activities

Downloadable Packs

- Pawprints Orienteering (approx. 20-30 mins to complete)
  - ⇒ Eight posts to find with letters and pawprints to identify
  - ⇒ Suitable for all ages (Squirrels and older)

- Tree Identification (approx. 20-30 mins to complete)
  - ⇒ Twelve trees to locate and identify
  - ⇒ Suitable for Beavers and older

- Orienteering Course 1 plus instruction guide (approx. 30-40 mins to complete)
  - ⇒ Suitable for Cubs and older
  - ⇒ Please provide your own compasses
  - ⇒ Orienteering sheet available to download from the website or take from the boxes outside the Scout Centre

- Orienteering Course 2 plus instruction guide (approx. 40-50 mins to complete)
  - ⇒ Suitable for Scouts and older
  - ⇒ Please provide your own compasses
  - ⇒ Orienteering sheet available to download from the website or take from the boxes outside the Scout Centre

Local Area

Supermarkets

All major supermarkets will deliver to Earleywood. The closest stores are:

- Waitrose, Sunningdale SL5 0JS
- Tesco Express, Sunninghill SL5 9NN
- Sainsburys Local, Ascot SL5 7HD
- Tesco Express, Ascot SL5 7HG
- Tesco Superstore, Martins Heron RG12 9TZ

Public Transport

The nearest train stations are Ascot (1 mile), Sunningdale (1.5 miles) and Bagshot (2 miles).

Hospital

The closest hospital is Frimley Park Hospital, Portsmouth Road, Camberley, Surrey, GU16 7UJ. Tel: 0300 614 5000 (5.7 miles)

Scouts

Earleywood Scout Campsite

Scouts

Buildings—Scout Centre

Maximum capacity during the day: 140 people
Maximum capacity overnight: 40 people
40 people included in the price of Scout Centre hire

- Fully equipped kitchen with plates, bowls, mugs, cutlery, pans and other cooking utensils
- Large 6 burner cooker with oven, double sink and drainer, hand wash sink, fridge, freezer, hot water burco, kettle and microwave
- Food cupboards and work surfaces
- Versatile large main room with tables and chairs. Please keep these inside the building
- One bunk room (sleeps 12) with mattresses. Own bedding required
- Side room which can be converted into two smaller rooms
- One leader room with two single beds
- Dedicated indoor toilets and showers (separate male and female) plus one disabled access toilet with own shower
- Hot water is supplied via a hot water tank. When completely drained, it takes approximately 30 minutes to refill and reheat
- Storage heaters make it suitable for use throughout the year. Heating is currently disabled from April to September to conserve energy and cost
- Please familiarise yourself with the Scout Centre rules

Buildings—Rowney Building

Maximum capacity during the day: 113 people
Maximum capacity overnight: 20 people
20 people included in the price of Rowney Building hire

- Basic kitchen with stove, fridge, freezer, urn, kettle. Groups will need to bring their own crockery, utensils and pans.
- Large indoor space for activities during inclement weather
- The Rowney Building is used for Rifle Shooting and Indoor Archery
- Tables and chairs for indoor use only
- Please familiarise yourself with the Rowney Building rules

Scouts

Earleywood Scout Campsite

Scouts

Photos

Woodland Pitches

Picnic Area

Chapel

Scout Centre Kitchen

Scout Centre

Scout Centre Bunk Room

Climbing Tower

Rowney Building

Rowney Building Kitchen