



Application:

*camp/holiday run by Guide or Senior Section permit holder

CLICK ON EACH LINE AND TYPE IN DETAILS. SELECT STARRED* ITEMS FROM EACH DROP-DOWN MENU AS APPROPRIATE.

ASSESSMENT REQUIRED *

* _____ (permit holder)

Surname _____

First names _____

Date of birth _____

Address _____

Postcode _____

Qualification _____

Unit _____

* _____

County _____

Full address of * _____

Postcode _____

OS sheet no. _____ Six-figure grid reference _____

Owner: Surname _____

First names _____

Date of camp/holiday _____

From _____ to _____

*Responsible adult (if different from permit holder) _____

Surname _____

First names _____

Address _____

Postcode _____

Number of: _____

Guides _____ Venture Scouts _____

Young Leaders _____ Rangers _____

Male members of other organisations _____

Total number of participants _____

If you propose to undertake any adventurous activities please give details below including: the activity (class of water if applicable); site; adult in charge with qualifications, date gained or renewed, and her/his previous experience (if known)

Signed _____ Date _____
(Permit holder)

I confirm that a home contact procedure has been established.
This camp/holiday is approved by:

Signed _____ Date _____
*

Address _____

Postcode _____

Read and approved by:

Signed _____ Date _____
(Home Commissioner)

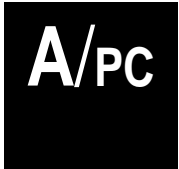
Address _____

Postcode _____

Read and approved by:

Signed _____ Date _____
(Home Adviser)

CONTINUED ON NEXT PAGE...



Confirmation: *camp/holiday run by Guide or Senior Section permit holder

CLICK ON EACH LINE AND TYPE IN DETAILS. SELECT STARRED* ITEMS FROM EACH DROP-DOWN MENU AS APPROPRIATE.

RETURN TO PERMIT HOLDER

It is confirmed that _____ may run a *

at (address) _____

The local doctor is _____ Address _____

_____ Postcode _____

You * _____ contact the doctor in advance of the event.

The nearest hospital with a 24-hour accident and emergency department is _____

Address _____

_____ Postcode _____

Signed _____ Date _____

(Host Adviser)

How to complete the **A/P** form

Permit holder:

- completes and signs form
 - keeps yellow copy
- forwards the rest to the Unit Guider/Young Leader Guider.



Unit Guider/Young Leader Guider:

- signs top copy
 - keeps green copy
 - forwards the rest to the Home Commissioner.
- (If a Young Leader is taking a group of Guides away, the Guide Guider must also sign the form, and take a photocopy if required.)



Home Commissioner:

- signs top copy
- keeps blue copy
- forwards the rest to Home Adviser.



Home Adviser:

- signs top copy
- keeps pink copy
- forwards the rest to Host Adviser.



Host Adviser:

- keeps top copy
- signs confirmation slip A/PC
- forwards confirmation slip A/PC to permit holder.

This form must be approved and signed by the appropriate people named on the form.

1 The permit holder is responsible for:

- providing stamped addressed envelopes as necessary.

2 The Unit Guider/Young Leader Guider is responsible for:

- checking that the permit holder has the necessary qualifications/skills/experience to run the residential event as planned, and numbers are as specified in *The Guiding Manual*
- checking the qualifications/skills/experience of any activity instructors against *The Guiding Manual*.

3 The Home Commissioner must sign to confirm that:

- any adults attending the event who are not Guiders have completed form W/R or W/In and that references have been taken up
- the permit holder has consulted with an appropriate Adviser (if necessary) e.g. Adviser for Members with Disabilities, Walking Adviser, Boating Adviser, Water Safety Adviser, International Adviser.

4 The Home Adviser must sign to confirm that:

- the camp or holiday site is approved where appropriate
- the venue is appropriate for the planned event.

5 If the permit holder is a Young Leader taking a small group of Guides, she will require the permission of her District Commissioner, the Unit Guider and her Young Leader Guider.



**THE GUIDE
ASSOCIATION**
A registered charity

© The Guide Association 2000

Published by The Guide Association, 17–19 Buckingham Palace Road, London SW1W 0PT

E-mail: chq@guides.org.uk Web site: www.guides.org.uk

Trading Service ordering code: 67447

The Guide Association, incorporated by Royal Charter, registered charity number 306016