



Scout Park Activity Centre

(Gateway to London)

Gordon Road, Bounds Green, London, N11 2PB

Scout Park Campsite Rules and Health & Safety Information

1. On arrival at the campsite you must report to a member of the onsite team to be shown to your site/building. If you have any concerns with your site/building please ensure that this is taken up with the onsite team as soon as it has been identified.
2. On departure you must report to the onsite team to be signed out of the building, please ensure that the building has been cleaned prior to departure and all food has been removed from the building cupboards and Fridge Freezers.
3. A cleaning deposit of £100 per building is required prior to your arrival and will show on your invoice as 'Cleaning Deposit'. The deposit will be returned to you once the building has been checked and the cleanliness is satisfactory. If the building is left in an unacceptable state then you will be notified in writing and the deposit will not be returned.
4. Campsite etiquette must be observed at all times, evening visitors you must stay in the area that has been designated to you, campers please ensure that you only use your area and designated communal areas. Indoor accommodation users, please only use communal areas which will be notified to you by the onsite team.
5. Any accidents and near misses must be reported to the onsite team and site paperwork to be completed at the time and stored in the reception.
6. All users are expected to bring their own First Aid kit at all times when attending site.
7. All users must undertake a written risk assessment for any activities that are being run on the site which are not run by the campsite. The risk assessment must be made available in writing to the onsite team on request, if you are unable to produce the risk assessment on request you will not be able to run your event, see link below for full details.
8. Please ensure that yourself and all leaders in your group are aware of the Purple Card (Safe Scouting and Emergency Procedures), see link below for full details.
9. In the event of a fire onsite, please muster in the car park.
10. No vehicles are to pass the bar gate without permission from the onsite team, permission will only be granted for loading and unloading, please support the onsite team with this and ensure that your vehicle is moved back to the car park when asked. When driving onsite hazard warning lights and headlights should be on and you must adhere to the 5 mph speed limit. If you are found to be driving recklessly on the campsite you will be asked to remove you vehicle instantly and will be subsequently banned from bringing your vehicle up to the buildings.
11. All rubbish must be bagged up and put in the wheelie bins by the main gate, if the wheelie bins are full then please put rubbish in the cage. Please ensure that all rubbish is bagged in black rubbish sacks and tied up.
12. Recycling, Scout Park now offers recycling for all campers of paper, plastic, glass and cardboard, clear plastic bags are available from the office.
13. The campsite operates a no smoking policy (including electronic cigarettes or similar devices), no smoking is allowed anywhere on the campsite, should you wish to smoke then it must be done outside the perimeter of Scout Park, and we ask that you show consideration to our neighbours. Please note Scout Association Guidance:<https://members.scouts.org.uk/supportresources/2310/smokefree-scouting?cat=419,299,303>
14. Useful links to Scout Association Website
 - a. <http://members.scouts.org.uk/supportresources/2360/risk-assessment>



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- i. FS120000 Activities – Risk Assessment
- ii. Safe Scouting and Emergency Procedures (Purple Card)
- b. <http://members.scouts.org.uk/supportresources/2356/reporting-accidents?cat=299,300&moduleID=10>
 - i. Accidents: a guide to reporting for leaders and commissioners (FS120079)
- c. <http://members.scouts.org.uk/supportresources/search/?cat=299,301>
 - i. Various fact sheets for leader safety