



Camp Kookaburra



General Conditions of Hire

It is the responsibility of each group to ensure that campers understand and follow Kookaburra's rules and procedures. Each group must have a competent leader in charge to liaise with Kookaburra staff. Kookaburra recommends a ratio of one leader to ten campers (1:10). The group leader is responsible for camper supervision at all times. Kookaburra staff or their sub-contracted outdoor activity providers may instruct, lead, demonstrate or assist in an activity but the group leader is deemed to be responsible for overall group supervision, safety and first aid. Kookaburra will provide written procedures for the conduct of specialised outdoor activities.

DAILY DUTIES:

Kookaburra is to be maintained in a clean condition by the campers. **Catered groups** are to provide duty groups to set and clear tables for each meal. Other daily cleaning duties may be required and will be specified by Kookaburra staff. **Self catered groups** are responsible for cleaning and maintaining all areas in a hygienic manner.

DRINKING WATER:

Drinking water is shipped in and bubblers and drinking water taps will be identified to campers. For health and safety campers are requested to only drink from water taps identified to them.

WHAT TO BRING:

Sleeping bag or blankets, bed linen, pillow, towel, toiletries, personal needs, tennis racket, and torch.

ARRIVAL/DEPARTURE Campers must not enter the camp prior to the allocated time and must not overstay the allocated departure time.

Kookaburra staff need to address the campers as soon as practicable after arrival. It is the responsibility of the group leader to assemble the campers at a mutually convenient time. If group dynamics do not permit this then it is the responsibility of the group leader to convey the safety briefing to the campers according to Kookaburra staff directions.

EMERGENCY PROCEDURES:

(i) Procedures. Emergency procedure notices are posted throughout Kookaburra and campers should make themselves familiar with the arrangements.

(ii) Fire Fighting Equipment. Extinguishers, fire hoses and smoke detectors are vital and are located around the site. These should not be tampered with or removed.

(iii) Fires. No fire or BBQ may be lit on the property without the consent of Kookaburra staff. Fire restriction notices and Total Fire Ban Days must be strictly observed.

PROPERTY:

(i) Damage and loss. All breakages and losses to Kookaburra property or equipment are to be reported to Kookaburra staff. They will be invoiced to the group. Kookaburra takes no responsibility for the loss or damage to personal property. Campers are only permitted to access the buildings to which they have been allocated.

(ii) Parking. All vehicle parking is strictly at the owner's risk and only in designated car parks.

(iii) Speed restrictions. Speed restrictions apply and are strictly enforced.

(iv) The environment. Kookaburra is a Land for Wildlife and a sanctuary for flora and fauna. National Park rules apply. No camper is permitted to bring firearms, animals or pets onto the property or to disturb the natural environment. Care and commonsense should be taken when approaching Kookaburra animals. Garbage and recyclable materials are to be placed in designated areas.

(v) **Smoke free environment.** All buildings at Kookaburra are designated smoke free zones.

(vi) **Alcohol.** May only be consumed with approval prior to arrival at the campsite.

(vii) **Out of bounds areas.**

(viii) **A separate car should be available for use in emergencies.**

All paddocks, gates, workshops, sheds, residences, surrounding property, channels and dams are 'out of bounds'. Other areas including work sites, specialized activities (ropes courses, flying fox, rock climbing sites, obstacle & initiative courses, and dams) are 'out of bounds' as directed by Kookaburra staff. These activities can only be accessed with the prior approval of Kookaburra staff and under adult supervision.

TELEPHONE:

Emergency calls. Kookaburra staff are to be informed of any calls for emergency services.

FIRST AID:

First aid is the responsibility of campers. Campers must provide their own first aid equipment and trained staff.

PROGRAMS:

Programs and activities are only available with approval prior to arrival at Kookaburra. The following specialised activities are available at Kookaburra: low ropes courses; flying fox; initiative and trust activities; indoor climbing gym; rock climbing and abseiling; archery and bushwalking. The low ropes, indoor climbing, canoeing and initiative course are only available after a thorough briefing session with Kookaburra staff. Abseiling, archery and the flying fox are only available with Kookaburra staff supervision.

It is the responsibility of the camp hirer to provide adequately trained, experienced or skilled leaders for the other activities undertaken. Kookaburra reserves the right to withdraw equipment or access to activities should the camper group not provide suitably trained, qualified or experienced activity leaders, or found to be abusing equipment. When Kookaburra staff, including sub-contracted activity providers, demonstrate, lead or instruct an activity they will take responsibility for the technical skills and related safety of campers.

Group leaders are responsible for the supervision and behaviour of campers at the activity, to and from the activity, for those campers awaiting their turn and first aid.

No specialised activities are to be undertaken without the prior approval of Kookaburra staff. The group leader is responsible for identifying safety issues associated with self led off-site excursions and taking the necessary precautions.

GROUP LEADERS:

The group leader must ensure: that campers under 18 years of age have appropriate **parent/guardian consent** to attend the camp; that each camper has completed a **health/medical record sheet**; that the campsite's **illness and injury register** is filled out for all such incidents; and that Campsite is provided with a written **list of camper names** and the location where they spent the night.

It is the responsibility of the group leader to inform all day visiting members of the group of the campsite's safety briefing and 'general conditions of hire'. Bedwetters, sleepwalkers & campers under 6 should not sleep on top bunks. Advise Kookaburra staff of camper medical conditions or behaviour that may arise and may place the campers or others at risk. Campers adhere to sun safety strategies.

TERMINATING THE OCCUPANCY:

Kookaburra reserves the right to terminate the occupancy without notice for breach of the General Conditions for Hire. Kookaburra staff are empowered to take action as deemed necessary for the proper conduct of the camp.

MINIMUM NUMBERS:

A minimum number charge exists for the hire of the Kookaburra. Please refer to the Kookaburra 'Booking Form and Hire Agreement'. Once final numbers are sent through these are the numbers that will be charged for.

BEHAVIOUR:

Care and commonsense should be taken in all buildings. Group leaders are asked to remind campers to respect each other, others personal property and the environment. All noise should cease by 11.00 p.m.

Food and drink may only be consumed in the dining room or out of doors.