



# SPRING BANK CAMP 2010



FRIDAY 28 MAY – MONDAY 31 MAY 2010

DERBYSHIRE COUNTY SCOUT COUNCIL

## STAFF APPLICATION

First of all, if you were involved in Spring Bank 2009 thank-you very much for your efforts.

For Spring Bank 2010 we are again looking for volunteers to help with the running of the various events and activities, which will be broadly similar to previous years and are outlined in the team descriptions below.

- **Activities** - Working in small teams supervising activity bases which include abseiling tower, archery, climbing wall, air rifle shooting, assault course, inflatables, go karts, arts & crafts etc.
- **Events & Entertainment** - Organising and running large team games in the main arena. Co-ordinating and running the evening entertainment of disco, marquee party etc.
- **Site Services** - Providing all the necessary equipment, transport, site facilities and resources required to run the campsite over the weekend.
- **Site Safety** - 24 hour site security, first aid cover and advice on health and safety matters.
- **Staff Catering** - Preparing, cooking and clearing three meals per day for approximately 150 staff.
- **Site Admin** - Reception, administration, providore shop, dealing with campers and leaders' queries.

Site Safety will be run on a shift pattern, including nights, whilst Events and Entertainment will be required to work evenings and days. Some staff from the Activities team may also work in the evening. All staff are likely to be required to work at least an eight hour day. We cannot guarantee that you will get the job you would prefer, however we do require over 200 volunteers for the weekend, so I'm sure there will be something suitable!

There is a Staff Registration fee of £6.00 for which you will receive a Staff T shirt, a photo-ID badge and a Staff neckerchief (unless you already have one). Please make cheques payable to **DERBYSHIRE COUNTY SCOUT COUNCIL (DRUM HILL)** and return with the completed application form. If you do not have an E-mail address please also send two stamped addressed envelopes.

If you did not attend Spring Bank 2009 you will need to send us a photograph of yourself either as a hard copy with your application form or to the email address [staff.springbank@drumhill.org.uk](mailto:staff.springbank@drumhill.org.uk). If you attended in 2009 and left your pass with us YOU DO NOT need to send us a new photo, as we already have your pass. If you attended and have lost your pass there will be an additional charge of £5. If you need a new pass because your name has changed, was spelt wrong or have recently turned 18, there will be no charge but you need to let us know!

**IMPORTANT Criminal Record Bureau. All staff aged 18 or over are required to have been checked by the CRB (16 or over if a member of Girlguiding UK)** on behalf of either The Scout Association or Girlguiding UK. You will need to organise this yourself prior to the event. Applications to CRB may take up to **8 WEEKS** or over to be completed. Please contact your District Secretary or seek advice from Staff Registrations. **However, please do not wait to send in your Staff Application.**

All Scout Network members must be registered with their County Scout Network Administrator.

Groups of Explorer Scouts or Ranger Guides are to be accompanied by an adult leader. Please contact SB09 Staff Registrations for details.

Due to Health & Safety issues we are sorry that we cannot accept anyone under the age of **16** (on 28<sup>th</sup> May 2010) on the staff, however these younger members may still attend the camp by booking as campers with their Unit and Leader. Please contact Camper Bookings on 01283 734805 or E-mail [springbank@drumhill.org.uk](mailto:springbank@drumhill.org.uk) for information and an application form.

**Closing date for applications is 22<sup>nd</sup> MARCH 2010 but please apply as soon as possible.**

Please pass copies of this Staff application onto other members of Scouting or Guiding. If you have any questions please contact SB010 Staff Registration on 01492 576881

I look forward to seeing and working with you over the weekend.

### **Kat & Matthew**

Kathryn Canner (Staff Co-ordinator)  
Matthew Carpenter (Camp Co-ordinator)

**E-Mail:** [staff.springbank@drumhill.org.uk](mailto:staff.springbank@drumhill.org.uk)  
**Website:** [www.drumhill.org.uk](http://www.drumhill.org.uk)



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DERBYSHIRE COUNTY SCOUT COUNCIL

## STAFF APPLICATION FORM

**1) Did you attend Spring Bank 2009? YES / NO** (please circle)

If yes, and no details have changed (including the team you would like to be in), please fill in your name and then go to Section 7.  
If no, or any details have changed, please fill the form in full.

**2) Personal Details**

Full Name .....Date of Birth .....

Address .....

.....Post Code .....

Telephone No (inc STD code) .....Mobile No .....

E-mail Address .....

**3) Scout/Guide Role (Please tick)**

Explorer	Ranger/ YL	Network	Leader	Fellowship	None
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Unit .....Group .....District .....

Adult Warrant Appointment (eg ACSL , SL) .....

Scout Membership No. (all Scout Association Staff aged 18 and over at the start of the camp) .....

If Explorer or Ranger Leader's Name .....Tel No (inc STD code) .....  
(Please ensure your leader is aware of your application)

**4) Criminal Record Bureau**

CRB Disclosure No ..... Date of issue .....

Issued by:- The Scout Association / Girlguiding UK

**5) First Aid:** Do you hold a current first aid certificate? (please circle) YES / NO

Expiry date .....

**6) Preferred Team (Please tick the appropriate box)**

Activities	Events & Entertainment	Site Services	Site Safety & Security	Staff Catering	Site Admin
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Please list any specific skills or qualifications? (eg Archery Instructor, Plumbing, Abseiling, Arts & Crafts etc)

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**Activities Team Only** (if you have been approached to be on a specific activity, please complete below)

Activity ..... Approached by (name) .....

**7) Staff T Shirt – provided to all registered Staff (Tick ONE) \*\*Please note sweatshirts are no longer available**

Small	Medium	Large	X Large	XX Large
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If you require additional T-Shirts (at £6 each) please indicate quantity and size

Size	Number	Cost

If you would prefer **NOT** to receive a t-shirt, please tick here (charge of £6 for admin still applies)

### 8) Attendance and Catering

There is a limited amount of Staff Catering, which will be allocated on a 'first come first served' basis. In the event of there being insufficient places available large units or groups may be requested to cater for themselves. Cost of Staff Meals £16.50 (please note the slight increase in cost). Please send payment with application form.

Do you require staff catering? YES / NO (please circle)

Please identify any special dietary requirements e.g. vegetarian: .....

Please tick your availability to work over the weekend in the below table

	Friday	Saturday	Sunday	Monday
Morning (Breakfast)				
Afternoon (Lunch)				
Evening (Dinner)				

Friday Supper	
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It will be assumed that if you require staff catering you will need it for the shifts you are able to work

### 9) Declaration

- I agree to behave appropriately as a Scout/Guide at all times and to comply with the rules of Drum Hill Scout Camp (available on request).
- I will also comply with any reasonable requests of the Spring Bank team leaders or the Drum Hill site manager.
- I understand that any unreasonable behaviour will result in me being asked to leave the site.
- I agree to my details being held on a computer database & in paper format and being available to the Spring Bank team leaders.

Signed .....Date .....

#### (Parent/Guardian if aged under 18)

I give permission for (young persons name) ..... to attend Spring Bank Camp 2009 at Drum Hill Scout Camp between Friday 28<sup>th</sup> May 2010 and Monday 31<sup>st</sup> May 2010.

I have checked the details on the application and health forms and confirm that they are correct.

Signed ..... Name .....

Date .....

### 10) Check List

	Tick
Completed Staff application form	
Photograph (either printed photo or image file emailed to <a href="mailto:staff.springbank@drumhill.org.uk">staff.springbank@drumhill.org.uk</a> )**	
Health information sheet	
2 Stamped Addressed Envelopes – (if you have not provided an E-mail address)	
Registration fee £6.00	£6.00
Staff catering £16.50 (if applicable)	£
Additional Staff clothing (if applicable)	£
Replacement pass (if lost from Spring Bank 2009) £5.00 (If applicable)	
<b>TOTAL</b>	
Please make a <b>SINGLE</b> cheque for the total payable to :- <b>DERBYSHIRE COUNTY SCOUT COUNCIL (DRUM HILL)</b>	

\*\*Photo only required if you need a new staff pass, or have lost your SB09 pass

Please send your completed application form etc to by **SATURDAY 22<sup>nd</sup> MARCH 2010**

**SB10 Staff Applications**  
**122 Llys Onnen**  
**Victoria Park**  
**Llandudno Junction**  
**Conwy**  
**LL31 9FD**

Or email to: [staff.springbank@drumhill.org.uk](mailto:staff.springbank@drumhill.org.uk)

**Health** (All details are kept in strictest confidence & destroyed after the camp)

**NAME** .....

Do you suffer from any of the following	NO	YES	DETAILS (eg medication)
Allergies			
Asthma			
Epilepsy			
Diabetes			
Heart Disease			
Other (please specify)			

Medicines must be clearly labelled with person's name, name of drug, storage requirements and dosage etc.

**Please notify the Camp if you are in contact with any infectious diseases within 3 weeks of the start of the Camp**

Do you have any special needs? No / Yes .....

Please continue overleaf if necessary

**In the event of an emergency please contact: -**

Name ..... Relationship .....

Telephone No (inc STD code) ..... Mobile No .....

Address .....

..... Post Code .....

**(Parent/Guardian if aged under 18)**

I understand that the Event Leaders reserves the right to send any participants home if necessary. If it becomes necessary for my child to receive medical treatment and I cannot be contacted by telephone or other means to authorise this, I hereby give my general consent to any necessary medical treatment and authorise the Scouters in charge of the camp to sign any document required by hospital authorities.

Signature of parent/guardian ..... Name .....

Date .....

**Note:** The medical profession takes the view that the parent's consent to medical treatment cannot be delegated. This view is explicit in the Children Act 1989, thus medical consent forms have no legal status and a doctor/nurse insisting on the consent of a parent or guardian to a particular treatment has the right to do so, for this reason we do not recommend that Leaders insist on parents or guardians signing the statement above, however, it can be comfort to medical staff to have general consent in advance from parents or to have a leader on hand able to sign forms required by medical authorities.