



ark eden

Holiday Camps Handbook

Everything you need to know



This information packet is to keep all child guardians informed.
Please read this carefully and refer to this for any questions you may have.
Please pass it on to any guardians caring for your child.



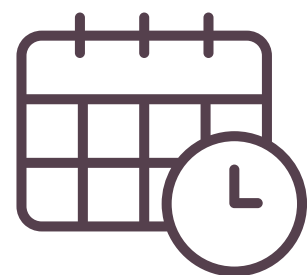


Contents

<u>Timings and drop off/pick up information</u>	Slide 3
<u>Meeting Your Group</u>	Slide 4
<u>What to Wear & Bring</u>	Slide 5-6
<u>What NOT to Bring</u>	Slide 7
<u>Zero Waste Packed Lunch</u>	Slide 8-10

<u>Overnight Camps</u>	Slide 11
<u>Frequently Asked Questions</u>	Slide 12-13
<u>Cancellation Policy</u>	Slide 14
<u>Meet Our Team / Contact information</u>	Slide 14 & 15





Timings

	Regular Schedule	Public Holiday Schedule
AM DROP OFF	<u>Central Pier 6</u> • Be there at 8:35AM • Sign in starts at 8:40AM • Group on 9:00AM fast ferry <u>Mui Wo Pier</u> • Be there at 9:35AM	<u>Central Pier 6</u> • Be there at 8:30AM • Sign in starts at 8:35AM • Group on 9:00 fast ferry <u>Mui Wo Pier</u> • Be there at 9:35AM
PM PICK UP	<u>Central Pier 6</u> • Be there at 5:20PM • Group on 4:50PM fast ferry • Sign your child out before leaving <u>Mui Wo Pier</u> • Be there at 4:35PM	<u>Central Pier 6</u> • Be there at 4:35PM • Group on 4:00PM fast ferry • Sign your child out before leaving <u>Mui Wo Pier</u> • Be there at 3:35PM



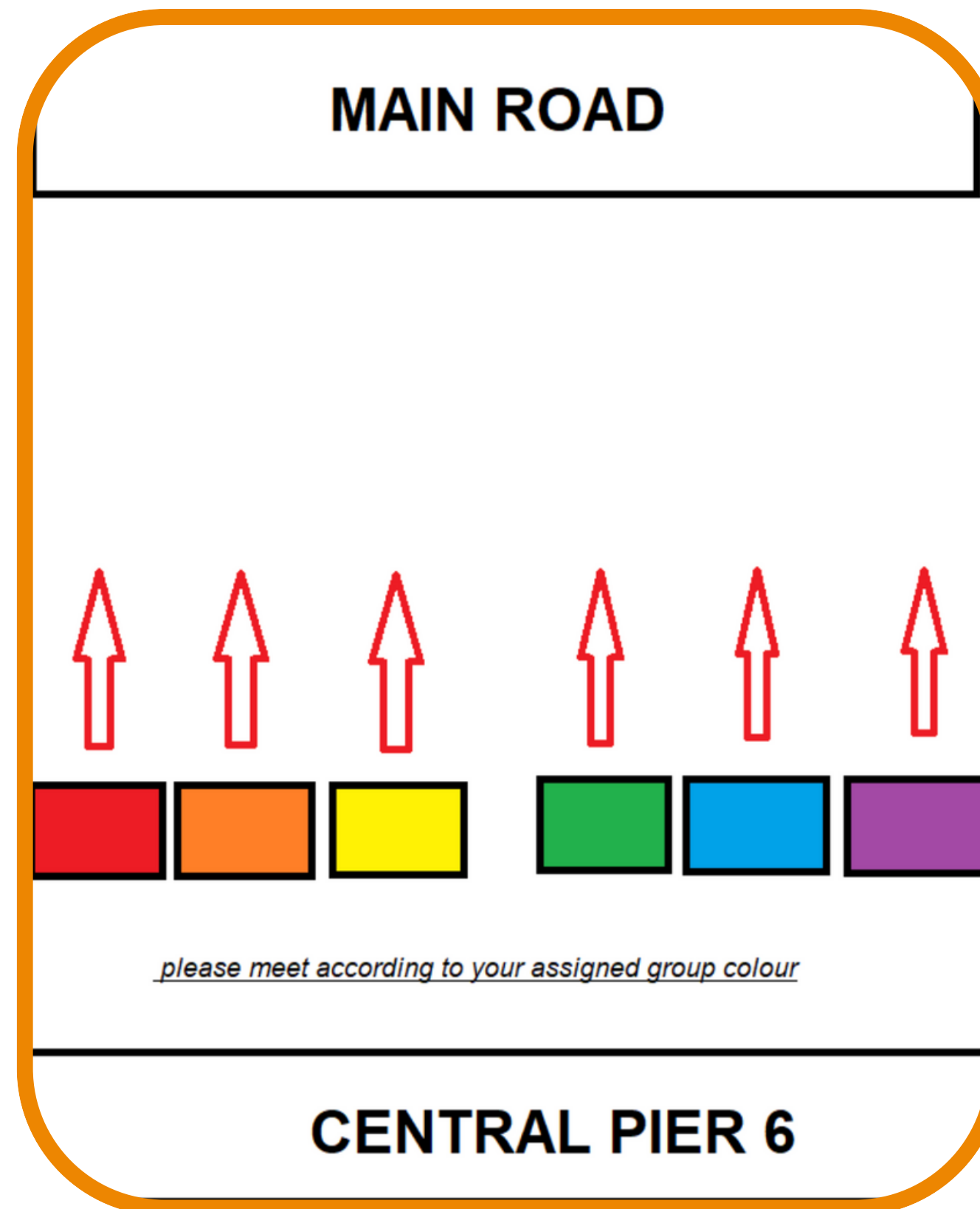


Meeting Your Group

- You will receive **an email the day before camp** which will let you know which **COLOUR GROUP** your child is in and the **name and contact info for the main leader of that group**
- Please ensure that you arrive on time and that your child is dropped off & signed in with your designated Ark Eden Leader & Colour group



NOTE: Please relay this information to the person dropping off and picking up your child as it is vital for safe transporting.





What to Wear

	Item	Why?
	Comfortable Trainers for Hiking	There is a nature walk to site.
	Thin Long Sleeved Jacket	In case they get cold or the weather changes.
	T-shirt	It is an active day and they often get hot.
	Long Light Trousers	To help protect from mosquitos and other insects. (shorts are ok but not recommended)
	Hat/Cap (no visors)	To prevent heat/sun exposure and keep children safe.
	Mosquito Spray and Sunscreen	For adequate protection. More will be reapplied during the day.

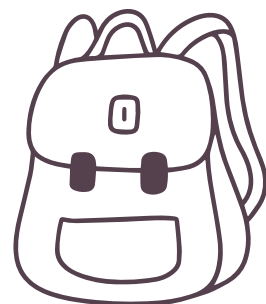


NOTE:

Please label all of your child's belongings

Layered clothing is best to ensure your child is **prepared for changing conditions.**

Please look at weather conditions in the morning so that your child is comfortable.



What to Bring



NOTE:
Please label all of
your child's
belongings.

	Item	Why?
	Small lightweight backpack with two straps	Your child will be in charge of carrying their own belongings .
	Healthy packed lunch and snacks (no nuts)	See packed lunch slide for more information.
	Refillable Water Bottle	Staying hydrated throughout a busy day is a necessity.
	Octopus card - Topped up with 150HKD	For children being dropped off and picked up in central.
	Water shoes for wet play / Raincoat if rainy Note: If you don't have water shoes, any spare pair of closed toe shoes that can get wet are okay.	We have a small stream on site that children love to play in and need to wear shoes for safety purposes. It is also good to have a spare pair for comfort! A raincoat to be comfortable in the rain.
	Spare clothes (t-shirt, shorts/pants, underwear, socks)	Life is unpredictable - Clothes may get wet/dirty and your child's comfort is very important!



What Not to Bring

This is to ensure that the children are safe, have fun and that our site stays waste free!

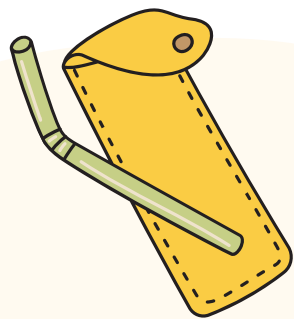
	Item	Why?
	No phones/ watches/ tablets (or must keep in bags at all times)	We want the children to get the most out of the outdoor experience. Technology can hinder their social interactions and their ability to be present and connect with nature.
	No single-use plastic	Please help us protect the environment! We do not have rubbish bins on site.
	No wet wipes	Wet wipes contain plastics that do not decompose. We have washing up stations with soap provided.
	No personal toys	We want the children to have a new experience. Also, problems arise when items get lost and broken.



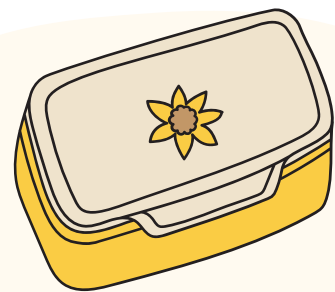
Zero Waste Lunch



Note: A packed lunch AND snack is required on **ALL** days



No single use plastic



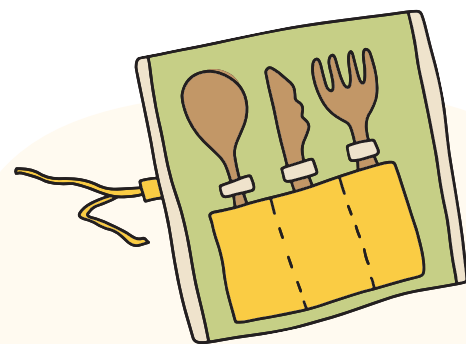
Reusable Containers



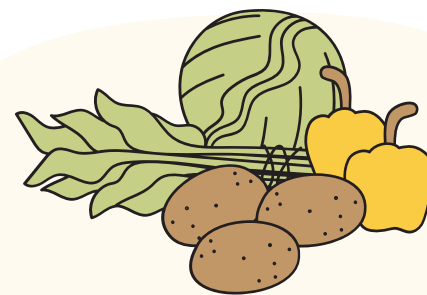
Reusable bags



Reusable Water Bottle



Reusable cutlery



Healthy and fresh foods





Zero Waste Lunch

Examples from Ark Eden campers



Note: If children bring single use plastic - they will need to carry it home with them



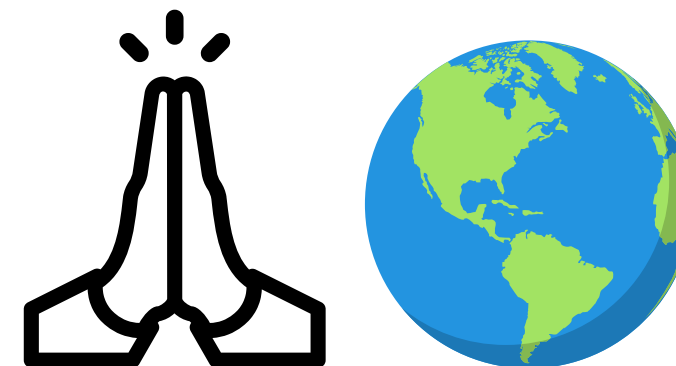


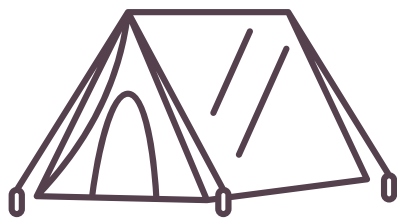
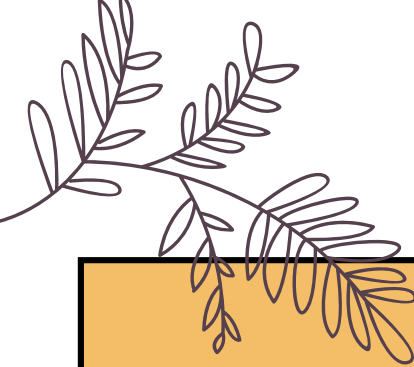
Zero Waste Lunch

This type of lunch creates excess plastic waste that is often left on-site and ends up in the environment.

If you choose this type of lunch, please send it unwrapped in a reusable container.

Thank you for taking care of our site and the planet!





Overnight Camps

**(not applicable
unless registered)**

What to Pack in your Overnight Bag (Pully Bag or Backpack)

☒	Headlamp or Torch with batteries	☒	Extra socks and underwear
☒	Small Towel	☒	Long cotton trousers (to prevent mosquito bites)
☒	Roll Mat (optional)	☒	Pillow Case (to be stuffed with clothes for a pillow)
☒	Sleeping Bag	☒	Rubber slippers (to go to the toilet at night)
☒	Change of clothes (shorts, trousers, t-shirt, sweatshirt)	☒	Small toiletries bag with toothpaste, toothbrush, soap and hairbrush
☒	Pyjamas	☒	Reading book (for quiet time at night)



Note: Your child's DAY BAG and OVERNIGHT BAG MUST be separate so that your child can access daily items easily, especially for offsite days. Our team will pick up your child's overnight bag at Mui Wo Pier - they will not be required to carry it to site.



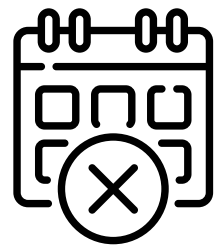
FAQ

Q:	Why do I have to pack a lunch if food is mentioned in the programme?	A:	When we provide food on programme, it is a small portion and given as an afternoon snack. Packing a lunch is mandatory.
Q:	My child won't get wet or dirty, do I need to pack spare clothes?	A:	Yes, please pack spare clothes. Children are unpredictable. They often get wet/dirty even when trying not to. Their comfort is very important!
Q:	What colour group is my child in?	A:	You will receive an email the day before each camp your child has registered for with this information. NOTE: colour groups may change from day to day
Q:	Can I send an adult (helper/auntie) with my child for the day?	A:	No. We have trained staff to care for and keep your child safe. Having other adults on site hinders thier independence and overall experience. It is also important for the safety of other children that outside adults are not present.
Q:	Can my children be in the same group?	A:	If your children are in the same age group (5-8 OR 9-11) they can be in the same colour group. If not, they will be in different groups for activities. However, all age groups will be at the same location for the day and will travel and eat together.

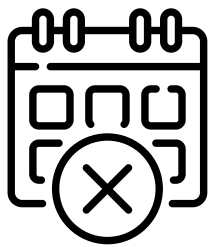


Q A **FAQ**

Q:	My child can't swim, can they still join?	A:	Yes, they can join on most days except the days that have the symbol on the schedule poster. 
Q:	What is the child to leader ratio?	A:	There will be <u>8-12</u> children to <u>2</u> camp facilitators for each colour group. There can be up to 60 kids per camp.
Q:	Will the parents receive any photos at the end of camp?	A:	You will be given a link to our shared google drive to access photos taken each camp. However, our leaders prioritize safety and engaging your children through fun activities over photo-taking and we can not guarantee photos of your child. Some photos may be used for marketing contact. Please let us know if you wish to opt out of this option.
Q:	Are there any Mandarin/Cantonese speakers on site?	A:	We have Cantonese/ Mandarin speaking leaders on site, but aren't on everyday. If you feel your child may need help, please email us ahead of time.
Q:	Will camps go on if there is expected bad weather?	A:	Yes, we will continue with camps if rain/heavy rain occurs. We will move the activities to covered shelters on site.



Cancellation Policy



Q:	What if my child wants to move camp dates?	A:	You may notify us with your desired revised dates (no fees). If it's a last minute request, there will be a \$100 admin fee.
Q:	What if my child falls sick on the day of camp?	A:	If you can provide a doctor's note, we can move their missed day to another camp day. If no doctors note, it's counted as absent.
Q:	Will camps go on if there is expected bad weather?	A:	Yes, we will continue with camps if rain/heavy rain occurs. We will move the activities to covered shelters on site.
Q:	On what signals will Ark Eden postpone camps?	A:	T1 L3  T1- T3 / Amber Rainstorm: Camps will still go on as scheduled NE 東北 Red 紅 Black 黑 T8^ / Red&Black Rainstorm: Camps will be postponed, and credits will be issued
Q:	What if my child can no longer attend any camps	A:	You may request for a refund, depending on how much notice, you will get a 70% refund, or a choice to save credits for any future camps.



Meet our Holiday Camp Team



Vanessa Staples

Camp Coordinator
First Aid Officer



Danielle Fitzgerald

Programme Director
First Aid Officer



Patrick Costelo

Head Facilitator
First Aid Officer



Seasonal Camp Facilitators

All Seasonal Camp
Facilitators:

- complete regular training on procedures, regulations and first aid scenarios
- have an up to date SCRC
- have previous experience with children



Contact

For immediate problems on the day and all other concerns, please contact our Camp Coordinator:

WhatsApp: +852 5117 4537 (Vanessa) |

Email: info@arkedenonlantau.org



Address: 11 Tung Hang Mei, Mui Wo, Lantau Island, Outlying Islands, HK

