



A TO Z OF ACTIVITIES

A resource designed to assist you with your Safe Guide 2016 risk identification and risk management as you plan with your girls.

This document does not
replace Safe Guide

Questions/comments/additions
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Archery

Level	Yellow – specialized equipment
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4
When to submit	At least 14 days before the activity
Participants	All branches at the discretion of the facilitator
Notes	Archery facilitator must have relevant skills and experience for the activity so she can determine if the activity is age appropriate. In addition, to lead the activity, her experience, skill and training must be equal to or higher than what is required for the activity.

Bus - Chartering from a bus company with company employee driving

Level	Green
Forms to Parents	Permission given on registration
Forms to Submit	None
When to submit	N/A
Participants	All branches
Notes	Bus supervision ratio is on page 25 which only applies while the group is on the bus. Inform parents and commissioner SG.4 to be shared with all supervisors

Bus - using a bus from Community Association/church with GGC Member driving

Level	Yellow – transportation arranged by unit
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4
When to submit	At least 14 days before the activity
Participants	All branches
Notes	GGC does not carry vehicle insurance. RG to ensure that vehicle owner has adequate insurance and driver has appropriate driving licence.

Canoeing (near shore) - with TPSP

Level	Yellow* Boating TPSP
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4, SG.5, SG.7
When to submit	At least 21 days before the activity
Participants	All branches - see ratio page 113
Notes	A copy of Certificate of Insurance must be provided from the TPSP and kept on file at the unit (see conditional activities appendix B) Forms must be submitted 21 days before the activity

Canoeing (near shore) – GGC Led / managed

Level	Yellow
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4, WA.1
When to submit	At least 14 days before the activity
Participants	All Branches see ratio page 118
Notes	All participants need boating swim test or swim test in iMIS see requirements for activity facilitators and maximum number of participants on water at one time

Car/Van - Renting a vehicle to drive girls

Level	Yellow – Arranged by unit using rented vehicle
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4
When to submit	At least 14 days before the activity
Participants	All branches
Notes	The maximum third party liability limit must always be purchased. Please note insurance available through credit cards does not include liability insurance. The GGC insurance policy <i>does not</i> provide coverage for the rental of vehicles. (see Insurance booklet)

Car/Van - Using supervisor's own vehicle

Level	Yellow – Arranged by unit using personal vehicle
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4
When to submit	At least 14 days before the activity
Participants	All branches
Notes	GGC does not carry automobile insurance for the owner of a personal vehicle, even if it is used during a sanctioned event. The registered owner of a vehicle is responsible for maintaining adequate automobile insurance. Any physical damage to the vehicle, or liability resulting from its use during participation in or travel to and from a sanctioned activity is the responsibility of the vehicle owner.

Caving

Level	Red – adventure activity
Forms to Parents	SG.1 , SG.2, SG.5
Forms to Submit	SG.1, SG.3, SG.4, SG.5 (SG.7 if required – see Notes)
When to submit	At least 21 days before the activity
Participants	Age is determined by the TPSP
Notes	Use the Third Party Service Provider Activity Guide – Activity Specific Procedures on page 73 to assess whether an SG.7 needs to be completed.

Cycling - on cycle path or in community

Level	Green
Forms to Parents	Permission given on registration
Forms to Submit	None
When to submit	N/A
Participants	All branches
Notes	Bicycle helmets supplied by parents should be worn Notify parents and commissioner of activity SG.4 to be shared with all supervisors

Cycling – Mountain biking

Level	Red – adventure activity
Forms to Parents	SG.1 , SG.2, SG.5
Forms to Submit	SG.1, SG.3, SG.4, SG.5 (SG.7 if required – see Notes)
When to submit	At least 21 days before the activity
Participants	All branches at the discretion of the TPSP
Notes	Bicycle helmets provided by parent must be worn Use the Third Party Service Provider Activity Guide – Activity Specific Procedures on page 73 to assess whether an SG.7 needs to be completed.

Dogsledding

Level	Yellow - TPSP
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4 (SG.7 if required – see Notes)
When to submit	At least 14 days before the activity
Participants	All branches
Notes	Use the Third Party Service Provider Activity Guide – Activity Specific Procedures on page 73 to assess whether an SG.7 needs to be completed.

Family BBQ/Weiner roasts - adults only cooking

Level	Green
Forms to Parents	Permission given on registration
Forms to Submit	None
When to submit	N/A
Participants	All branches
Notes	SG.4 to be shared with all adults

Family BBQ/Weiner roasts – girls cooking

Level	Yellow – girls cooking over fire
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4
When to submit	At least 14 days before the activity
Participants	All branches
Notes	All adults attending must be listed on SG.3 SG.2 and H.1 required for all minors

Fencing

Level	Yellow – specialized equipment
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4 (SG.7 if required – see Notes)
When to submit	At least 14 days before the activity
Participants	All branches
Notes	Use the Third Party Service Provider Activity Guide – Activity Specific Procedures on page 73 to assess whether an SG.7 needs to be completed

Giant Swing – Swing by Choice

Level	Red – high ropes – adventure activity
Forms to Parents	SG.1 , SG.2, SG.5
Forms to Submit	SG.1, SG.3, SG.4, SG.5 (SG.7 if required – see Notes)
When to submit	At least 21 days before the activity
Participants	All branches at the discretion of the TPSP
Notes	Use the Third Party Service Provider Activity Guide – Activity Specific Procedures on page 73 to assess whether an SG.7 needs to be completed.

Hay Rides – using a TPSP

Level	Green
Forms to Parents	Permission given on registration
Forms to Submit	None
When to submit	N/A
Participants	All branches
Notes	Notify parents and commissioner of activity SG.4 to be shared with all supervisors

Hay Rides – at local farm etc.

Level	Yellow
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4
When to submit	At least 14 days before the activity
Participants	All branches
Notes	Ensure that the owner of the vehicle has adequate insurance and driver is licensed

High Ropes Course – challenge course that requires harness & helmet

Level	Red – Adventure Activity
Forms to Parents	SG.1 , SG.2, SG.5
Forms to Submit	SG.1, SG.3, SG.4, SG.5 (SG.7 if required – see Notes below)
When to submit	At least 21days before the activity
Participants	All branches at the discretion of the TPSP/facilitator
Notes	Use the Third Party Service Provider Activity Guide – Activity Specific Procedures on page 73 to assess whether an SG.7 needs to be completed.

Horseback Riding

Level	Yellow – Conditional Activity
Forms to Parents	SG.1 , SG.2, SG.5
Forms to Submit	SG.1, SG.3, SG.4, SG.5 SG.7
When to submit	At least 14 days before the activity
Participants	All branches at the discretion of the TPSP
Notes	Approved riding helmets must be worn as per Activity Guide page 64 Must take place at a commercial riding establishment A copy of Certificate of Insurance must be provided from the TPSP and kept on file at the unit (see conditional activities appendix B)

Hot Springs – with lifeguard on duty

Level	Green
Forms to Parents	Permission given on registration
Forms to Submit	None
When to submit	N/A
Participants	All branches
Notes	Notify parents and commissioner SG.4 to be shared with all supervisors

Hot Springs – with no lifeguard on duty – GGC Managed

Level	Yellow
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4, WA.1
When to submit	At least 14 days before the activity
Participants	All Branches
Notes	All participants need swim test in iMIS

Hot Tub – at public swimming pool

Level	Green
Forms to Parents	Permission given on registration
Forms to Submit	None
When to submit	N/A
Participants	All branches at the discretion of the facility
Notes	Notify parents and commissioner SG.4 to be shared with all supervisors

Hot Tub – at private home or hotel

Level	Yellow
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4
When to submit	At least 14 days before the activity
Participants	Recommended for Guides up
Notes	Follow Guidelines on page 97

Kayaking (near shore) – Using TPSP

Level	Yellow* Boating TPSP
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4, SG.5, SG.7
When to submit	At least 21 days before the activity
Participants	All branches see ratio page 118
Notes	A copy of Certificate of Insurance must be provided from the TPSP and kept on file at the unit (see conditional activities appendix B) Forms must be submitted 21 days before the activity

Kayaking (near shore) – GGC Led /managed

Level	Yellow
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4, WA.1
When to submit	At least 14 days before the activity
Participants	All Branches see ratio page 118
Notes	All participants need boating swim test or swim test in iMIS

Laser Tag

Level	Green
Forms to Parents	Permission given on registration
Forms to Submit	None
When to submit	N/A
Participants	All branches at the discretion of the facility
Notes	Notify parents and commissioner SG.4 to be shared with all supervisors

Low Ropes – challenge course not requiring harness and helmet

Level	Yellow – specialized equipment
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4
When to submit	At least 14 days before the activity
Participants	All Branches
Notes	

Parade Floats

Level	Yellow
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4
When to submit	At least 14 days before the activity
Participants	All branches
Notes	Ensure that the owner of the vehicle has adequate insurance and driver is licensed

Power Tools

Level	Yellow – specialized equipment
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4
When to submit	At least 14 days before the activity
Participants	All branches at the discretion of the activity facilitator
Notes	

River Tubing

Level	Red
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4, WA.1
When to submit	At least 21days before the activity
Participants	Pathfinders up
Notes	See Guidelines for Tubing on page 102

Rock-climbing – Indoor

Level	Yellow – specialized equipment
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4, (SG.7 if required – see Notes below)
When to submit	At least 14 days before the activity
Participants	All branches at the discretion of the TPSP
Notes	Use the Third Party Service Provider Activity Guide – Activity Specific Procedures on page 73 to assess whether an SG.7 needs to be completed.

Rock-climbing - Natural Rock Face

Level	Red - conditional and adventure activity
Forms to Parents	SG.1 , SG.2, SG.5
Forms to Submit	SG.1, SG.3, SG.4, SG.5, SG.7
When to submit	At least 21days before the activity
Participants	Minimum age of participants is 10 years old at the time of the activity
Notes	See conditions on page 158 A copy of Certificate of Insurance must be provided from the TPSP and kept on file at the unit

Scuba Diving – In a Pool

Level	Yellow – Conditional
Forms to Parents	SG.1 , SG.2, SG.5
Forms to Submit	SG.1, SG.3, SG.4, SG.5, SG.7, WA.1
When to submit	At least 21days before the activity
Participants	Pathfinders up
Notes	The facilitator of this activity must show proof of certification as Scuba Diving Instructor from the National Association of Underwater Instructors, Canada (or its' equivalent). Must be managed by TPSP Not permitted in open water

Skiing - Cross Country

Level	Green
Forms to Parents	Permission given on registration
Forms to Submit	None
When to submit	N/A
Participants	All branches
Notes	Level may change depending on distance from EMS notify parents and commissioner SG.4 to be shared with all supervisors

Skiing - Downhill

Level	Yellow – conditional activity
Forms to Parents	SG.1 , SG.2, SG.5
Forms to Submit	SG.1, SG.3, SG.4, SG.5
When to submit	At least 14 days before the activity
Participants	All branches
Notes	Helmets recommended Must take place at reputable commercial ski hill.

Skyline Luge – Canada Olympic Park

Level	Yellow – specialized equipment
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4
When to submit	At least 14 days before the activity
Participants	All branches
Notes	

Sledding/Tobogganing

Level	Green
Forms to Parents	Permission given on registration
Forms to Submit	None
When to submit	N/A
Participants	All branches
Notes	Must go down the hill feet first See Activity Guide on page 69 for Best Practices SG.4 to be shared with all supervisors

Sleepover - community hall

Level	Yellow
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4
When to submit	At least 14 days before the activity
Participants	All branches
Notes	No Home Contact needed if in community

Sleepover - Mother/Daughter

Level	Yellow
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4
When to submit	At least 14 days before the activity
Participants	All branches
Notes	If there are a significant number of girls without an accompanying female adult, this is considered a regular sleepover where all supervisors must be in iMIS with a current PRC (Member or non-Member volunteer)

Sleepover - museum, zoo, etc.

Level	Yellow
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4
When to submit	At least 14 days before the activity
Participants	All branches
Notes	An SG.7 is not usually needed for this type of sleepover

Snow Shoeing

Level	Green
Forms to Parents	Permission given on registration
Forms to Submit	None
When to submit	N/A
Participants	All branches
Notes	Level may change depending on distance from EMS notify parents and commissioner SG.4 to be shared with all supervisors

Snow Tubing - at a facility that provides tubes

Level	Yellow – specialized equipment
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4
When to submit	At least 14 days before the activity
Participants	All branches
Notes	

Snowboarding

Level	Yellow – conditional activity
Forms to Parents	SG.1 , SG.2, SG.5
Forms to Submit	SG.1, SG.3, SG.4, SG.5
When to submit	At least 14 days before the activity
Participants	All branches
Notes	Helmets recommended Must take place at reputable commercial ski hill.

Stand-up Paddleboards – near shore with TPSP

Level	Yellow
Forms to Parents	SG.1 , SG.2, SG.5
Forms to Submit	SG.1, SG.3, SG.4, SG.5, SG.7
When to submit	At least 21 days before the activity
Participants	Guides and up
Notes	

Stand-up Paddleboards – near shore GGC managed

Level	Yellow
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4, WA.1 – also qualifications of Activity Facilitator
When to submit	At least 14 days before the activity
Participants	Guides and up
Notes	All participants must have boating swim test

Trampoline

Level	Yellow – gymnastic equipment – specialized equipment
Forms to Parents	SG.1 , SG.2
Forms to Submit	SG.1, SG.3, SG.4 (SG.7 if required – see Notes below)
When to submit	At least 14 days before the activity
Participants	All branches
Notes	Use the Third Party Service Provider Activity Guide – Activity Specific Procedures on page 73 to assess whether an SG.7 needs to be completed.

Voyageur Canoes - TPSP

Level	Yellow* TPSP Boating
Forms to Parents	SG.1 , SG.2, SG.5
Forms to Submit	SG.1, SG.3, SG.4, SG.5, SG.7
When to submit	At least 21 days before the activity
Participants	All Branches – see page 113 for supervision ratios
Notes	A copy of Certificate of Insurance must be provided from the TPSP and kept on file at the unit (see conditional activities appendix B) Forms must be submitted 21 days before the activity

Walk/Hike from meeting place

Level	Green
Forms to Parents	Permission given on registration
Forms to Submit	None
When to submit	N/A
Participants	All branches
Notes	Reminder notice posted on door of normal meeting place in case parent is late dropping off girl SG.4 to be shared with all supervisors

White-water Rafting - TPSP

Level	Red – conditional and adventure activity
Forms to Parents	SG.1 , SG.2, SG.5
Forms to Submit	SG.1, SG.3, SG.4, SG.5, SG.7
When to submit	At least 21 days before the activity
Participants	Pathfinders up
Notes	

Zip line - land based: requiring helmet and harness

Level	Red – Adventure Activity
Forms to Parents	SG.1 , SG.2, SG.5
Forms to Submit	SG.1, SG.3, SG.4, SG.5 (SG.7 if required – see Notes below)
When to submit	At least 21days before the activity
Participants	All branches at the discretion of the TPSP/facilitator
Notes	Use the Third Party Service Provider Activity Guide – Activity Specific Procedures on page 73 to assess whether an SG.7 needs to be completed.