

# Beacon Hill Scout Campsite

## Information Pack

### **ARRIVAL**

Unless otherwise arranged, please report to the office where a member of the Beacon Hill team will meet you. We ask all visitors (if part of the Scouts or Guides) to arrive and depart from the campsite in recognisable uniform. Our volunteer staff and supporters will also be in recognisable uniform.

### **DEPARTURE**

The Duty Warden or a member of the Beacon Hill Team will verify that you have left your area, building or campsite, clean and tidy. You can also return any keys or equipment to them.

### **VEHICLES & PARKING**

Our main car park sits just within the site entrance where vehicles may park for the duration of their stay. Please park considerately and be aware of young people moving between vehicles. The speed limit throughout the site is **5mph**.

Driving with extreme care and only with permission of staff, vehicles may go beyond the main car park and use the perimeter track for access to sites. There are several parking bays where groups may park trailers and a maximum of two cars. Minibuses and all other vehicles must park in the main car park.

No vehicles are allowed on camping areas or Searles field, however we can arrange to move your trailers to site with our vehicles (please ask prior to visit). We also have multiple trolleys available for the transport of heavy equipment from the car park/perimeter track to sites.

VEHICLES AND CONTENTS ARE LEFT AT THE CAMPSITE ENTIRELY AT OWNERS RISK.

### **BUILDING**

If you have booked Gummy's Hut, a member of the Beacon Hill Team will give you the keys (unless otherwise arranged) and show you around to provide further information required on use of the building. The key for Gummy's also opens both gates and the toilets.

Please refer to the separate information sheet for Gummy's.

### **CAMPING**

A member of the Beacon Hill Team will direct you to your camping area (unless otherwise arranged) for your stay and will be able to answer any questions you may have.

### **CAMPSITE LIGHTING**

There are floodlights in the main car park with an outside switch on the wall on the side of Gummy's Hut. There is also a floodlight attached to Gummy's just above the end door which is on a timer and will automatically turn on/off.

There are veranda lights for Gummy's, with a switch located both in Gummy's and just outside the main door. Veranda lights for the toilet block and Cave operate on a sensor.

### **BOUNDARIES**

The perimeter boundary is clearly defined around the entire site. The north & east boundaries are the perimeter track (Stilwell Drive & Tower Path) and a low-level fence line, the west perimeter consists of a private road and the south boundary is a small stream, Dabson Gill. Please explain and make clear these boundaries to all young people and visitors on site.

## **WATER**

All water taps on site are safe to drink and are located throughout the site, short distances from most camping areas. We ask that users turn off taps when they are not in use as our water source is metred.

A separate washing-up facility is available outside the main toilet block.

## **TOILET BLOCK**

There is a toilet and shower block located next to the office for the use of campers and visitors. Facilities include male and female toilets, sinks and showers and an accessible washroom. A washing-up facility is available outside.

Please use **environmentally friendly products** as we have a grey water system in place.

It is your responsibility to keep the toilets clean. We do our best to provide toilet paper and soap but as the site is managed entirely by volunteers this is not always possible, so campers are advised to bring their own supplies. Please ensure that the toilets are swept, mopped and cleaned before leaving the site.

## **TOILET DISPOSAL POINT**

A chemical waste disposal point is available behind the toilet block. Chemical toilets must be emptied here; please use **environmentally friendly products**.

## **RUBBISH**

There is no rubbish facility at Beacon Hill so please appropriately separate all rubbish and recycling and take it all away with you. Horsham's amenity tip is Hopoast, Worthing Road, Horsham, RH13 0AR. Please check their website to find opening times and information.

## **FIRES**

Every site has an altar fire/BBQ or a fire base or both. Fires may only be lit on prepared areas and **must never be lit on bare ground**. No open fires should be left unattended and you must NOT dig out fireplaces in the ground.

## **FIREWOOD**

There is a large wood store on site that is topped up on a regular basis. Please instruct your group not to climb on the woodpile – some of the wood may contain nails or sharp splinters. Some individual sites have smaller wood stores and we ask that if you take wood from these you restock them using readily available **fallen** wood or the main wood store and left the way you found them.

At the end of your stay, all unused firewood should be returned to wood stores. Please don't leave wood scattered around your site.

**No trees of any description may be cut or felled** without express permission of staff.

## **AXES & SAWS**

The use of chainsaws on site is not allowed without prior permission of the Campsite Manager. Axes and saws are allowed within your allotted camping area.

## **FIRE EVACUATION PRACTICE**

It is recommended that all groups conduct a fire practice - to familiarise themselves with the layout of the site, the position of the assembly point(s) and the position of any firefighting equipment as soon as practicable after setting up tents and other equipment. The Person in Charge should familiarise themselves with the **fire safety instructions** on the notice boards outside Gummy's and at the Field barrier.

## **FIRST AID & ACCIDENTS**

It is the responsibility of all users to provide their own First Aider, First Aid kits and to maintain their own Accident Book. Details of all accidents involving severe injury to persons; external medical care or damage to property should be reported to the Campsite Manager as soon as possible.

## **EMERGENCIES**

Crawley Hospital has a 24-hour NHS Walk-in facility and is located at West Green, Crawley RH11 7DH, approx. 6 miles away. Tel: 01293 600300.

The nearest full Accident and Emergency (A&E) hospital is East Surrey Hospital, Canada Avenue, Redhill, Surrey, RH1 5RH, Tel: 01737 768511

(Address of campsite is Beacon Hill Scout Campsite, Tower Road, Colgate, West Sussex RH12 4SX)

## **TELEPHONE & INTERNET**

There is no landline on site. The best mobile signals are Vodafone and O2, however signal strength varies around the site.

## **DOGS**

No dogs, other than assistance dogs, are permitted on site.

## **FIREWORKS**

Fireworks are not permitted on site.

## **BEHAVIOUR**

Group leaders are responsible for their entire group's behaviour and their whereabouts while on site. It is their responsibility to set the boundaries for their members and explain that ALL sites are to be respected.

All persons using the campsite must obey instructions issued by the staff or Instructors for their own and others' safety and security.

## **CHILD PROTECTION**

All users must observe and follow the Scout Association's Child Protection Policy "Young People First" at all times, regardless of the organisation they are representing. This policy can be found at:

<http://members.scouts.org.uk/supportresources/3099/young-people-first-code-of-practice-yellow-card>

Any adult (18 or over) who is staying on the campsite overnight must have a valid DBS certificate from the organisation they are representing.

## **ALCOHOL**

No alcohol may not be consumed by those under the age of 18 on the site at any time.

Adults (18 or over) may consume alcohol on their individual sites with the permission of their party leader but must follow the Scout Association's alcohol policy at all times, regardless of the organisation they are representing. The policy can be found at: <https://archive.scouts.org.uk/media/1041119/Green-Card.pdf>

## **SMOKING**

Smoking by those under the age of 18 is forbidden. For the comfort, health and safety of all concerned, smoking is forbidden during any activities run by Beacon Hill. Those over 18 may smoke within their own camping areas but must follow the Scout Association's smoking guidance at all times, regardless of the organisation to which they belong. The guidance can be found at:

<https://members.scouts.org.uk/supportresources/2310>

Smoking is not permitted in Gummy's or any other buildings at any time.

## **CAMPSITE STORES & COMPOUND**

Please note that the campsite work compound is out of bounds, unless a member of staff is available to give access. The trolley store is there to assist groups and consists of trolleys and a limited number of outdoor tables and benches.

## **ACTIVITIES**

All groups using our activities must be supervised by an adult over the age of 18 and if required an appropriately qualified person (instructor) at all times.

Activities available on site include: an Assault Course; Artificial Caving; Tomahawk Throwing; Pioneering; Orienteering.

## **OFF SITE INFORMATION**

Tourist Information Centre - The Causeway Tel: 01403 211661  
Tesco Supermarket - nearest is at Broadbridge Heath, just off A264  
Waitrose Supermarket - in Horsham town centre  
Sainsbury's Supermarket - in Horsham town centre  
Lidl Supermarket – near Horsham train station  
Horsham Train Station – 3.8 miles away  
Three Bridges Train Station – 5.7 miles away  
Faygate Train Station – 0.9 miles away  
To London – One hour by train  
To South Coast – One hour by train

Off-site activities and local attractions are shown in the campsite brochure.

## **SHOP & BADGES**

Beacon Hill Campsite badges are available for purchase from the office or by email to the booking secretary. They are £2 each.

## **BEACON HILL TEAM**

The Team consists of many different types of volunteers, from the management committee, to wardens and instructors. Volunteer staff wear a recognisable green polo shirt and can generally be found in the office and are always happy to help. To find out how you could volunteer at Beacon Hill check out our 'Volunteering at Beacon Hill' booklet available on our website.

Key points of contact are:

Campsite Manager: Bill Power - Tel: 07525 038823  
[campsitemanager@horshamscouts.com](mailto:campsitemanager@horshamscouts.com)

Booking Secretary: Anthony Smith  
[campsitebookings@horshamscouts.com](mailto:campsitebookings@horshamscouts.com)  
Address: 51 Keats Close, Horsham RH12 5PL  
Tel: 01403 274662 / 07780 836825

Chair of the Management Committee: Alison Styles - Tel: 07414 983738  
[campsitechair@horshamscouts.com](mailto:campsitechair@horshamscouts.com)

## **HORSHAM GROUP'S ONLY**

### **KEYS**

Each Horsham Scout Group/Unit holds a key which opens the North and East gates, and also the outside toilets.

### **SITES**

Each Horsham Group has an allocated site. All groups may book and use any site, ensuring that it is left tidy and as found. Any damage should be reported to the Campsite Manager as soon as it is discovered, and photographs taken.