

# Camp EPIC 2026 Leader Information Pack



## Arrivals

All arrival times requested on your stage 3 booking forms have been accepted. Please ensure you arrive within these times to help with the traffic flow.

Leaders who have requested the advanced arrival time will be permitted onsite from 2pm on Friday 4<sup>th</sup> September. Please do not arrive prior to this time, as you will not be permitted onsite. Please note that the Camp EPIC team will still be setting up the site, and may not be readily available to answer any questions between 2pm and 4pm.

You will have now received your accommodation allocation in a separate document. Please make your way to your camp pitch number or Holne Park House, depending on your booking. You can then unload your kit. Indoor accommodation vehicles must be moved to the long stay car park as soon as you have delivered your kit to your rooms, as there is limited parking available outside the house and over 100 people staying in the indoor accommodation. Camping vehicles are also required to move to the long stay car park as soon as possible to enable space for all campers to arrive and unload. Vehicles staying onsite must be moved to the car parks by 6.45pm on Friday. Your assistance with this is greatly appreciated.

All vehicles arriving onsite, whether they are staying onsite or dropping off/collecting, must display a parking permit. This is to ensure that we can get everyone to their accommodation swiftly and contact any vehicle owners if required. The name and mobile number on the permit is the name of the owner of the vehicle. Any vehicles not displaying a parking permit will be directed to Dart View field holding area, to prevent creating any traffic congestion. They will then need to contact their unit leader to arrange a parking permit for their vehicle.

Girls will not be permitted to enter the site until 4pm on Friday and only once their unit leader is onsite. We will be taking a record of all units as leaders arrive, and this will be used to confirm which girls are able to be dropped off to their leaders. Please ensure that your parents/carers are aware of their allocated arrival time, as requested by yourself, and that they do not arrive prior to this time. Any girls who arrive prior to their leaders will be directed to the Dart View field where they will wait until the unit leader has arrived. It will be the unit leader's responsibility to communicate with the parents/carers in this situation to inform them that they are onsite.

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Parents/carers will have time to say goodbye to their daughter and hand them over to the leaders along with any medication etc. They must then leave the site following the one-way system.

Units who are staying in the indoor accommodation must make sure that they are ready and waiting in the car park area to accept the girls and take them to their accommodation. Parents/carers are not permitted inside Holne Park House. We recommend that you wait until your whole unit has arrived before showing the girls to their accommodation. There is a grass area near to the house/car park where you can make an area for your unit to wait safely away from vehicle movement.

Coach arrivals have been emailed directly with the procedure to follow.

No vehicles are permitted to remain on the campsite, and all vehicles must be moved to the long stay car park by 6.45pm on Friday. Any vehicles arriving after this time on Friday will be directed to the car park. If you require accessible parking, please display your blue badge in the windscreen alongside your EPIC parking permit.

If you or a young member are arriving after 6.45pm, please let us know by emailing [campepic2026@devonguides.org](mailto:campepic2026@devonguides.org)

Saturday morning leader arrivals are from 8.00am and girls from 8.30am. All Saturday arrivals will be directed to the Dart View field unless they require accessible parking. Please note that the accessible parking is a distance from the Dart View field, so we will leave the decision to those requiring this facility on where they would prefer to park. The Dart View field is close to the activities whereas the accessible parking is closer to the overnight facilities. If you are a Saturday morning arrival who is arriving with their Rainbow unit, you may prefer to park in the Dart View field otherwise you will need to make your way back to the Dart View field on foot to meet your girls.

If you have girls who are arriving on Saturday morning who aren't Rainbows, please ensure that you send a leader from your booking to meet them in Dart View field. We will arrange for their kit to be taken for you.

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## Registration

Friday evening registration will take place in two stages. The first stage will be open from 5.00–6.45pm at the Girlguiding Devon Gazebo near the tennis court. Please send one leader from your booking to register, preferably the lead booker. You will be given your lanyards, camp EPIC badges, wristbands and a registration card. The card will detail your booking breakdown. Please refer to this and make a note of any participants who haven't attended, due to illness for example.

Please bring the completed card to the leaders briefing at 9.00pm in the marquee opposite the Old Sawmill Restaurant.

Saturday morning registration will take place in the Dart View field. Once your group has arrived, please send one leader, preferably the lead booker to register, where you will be given your lanyards, wristbands, camp EPIC badges and a registration card. You will need to complete your registration card at the registration point, so please ensure you have the details of all the participants who have attended.

## Clothing and Guide Shop Orders

Clothing and Guide shop orders can be collected from the Camp EPIC corner shop which is at pitch 1 as you enter the campsite:

Friday 5.00pm – 7.00pm

Saturday 9.00 – 6.00pm

## Leaders Briefing

There will be a leader's briefing on Friday evening at 9.00pm in the marquee opposite the Old Sawmill Restaurant. Please make sure that a representative from each booking is in attendance. You are welcome to represent more than one unit and must ensure that you cascade any information back to the units you are representing. A register will be taken to ensure that all units have been represented, and the briefing will not begin until this has been completed. Your assistance with this is greatly appreciated.

There will be the opportunity to speak with the Committee on Saturday evening at 9.30pm in the marquee opposite the Old Sawmill Restaurant. This is not compulsory to attend but is there should you have any queries to discuss.

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## Campsites

All camp bookings have been allocated a site number which is their drop off point. Please stick to this and follow the one way system around the campsite to help with traffic flow.

You have been sent a map of the allocated pitches which shows which camping pitches have been allocated to your booking. You will see that we have accommodated everyone's wishes with who they would like to camp with and we are confident that you all have plenty of room to set up your campsites. You are welcome to pitch your tents across your allocated pitches and do not need to follow the usual River Dart tent-pitching rules. This means you can position your tents wherever works best for your group, rather than being restricted to the standard pitching arrangements.

## Indoor Accommodation

All indoor accommodation has been allocated ensuring that units are together and where units are sharing dormitories, we have done this whilst allowing girls to be in small groups, so they are with girls they know. Leader accommodation is near to their girls' rooms, and all rooms (girls and leaders) will be labelled with the unit name(s).

Each door will also have a register which must be completed with the names of all the participants who are sleeping in the room. This is a River Dart requirement and must be completed once everyone has arrived and handed in at the Girlguiding Devon gazebo (registration). Where units are sharing rooms, please liaise with the other leaders to complete this task.

Rainbow leaders will need to complete registers on Saturday afternoon/evening for the ground floor rooms.

Hannah Richardson, Camp EPIC committee member is located in the Inkwell Room on the ground floor of Holne Park House and the River Dart Duty Instructor will be in the Duty Instructor room on the second floor of Holne Park House, should you require their assistance in the night. In the case of an emergency, the duty instructor will take the lead.

When you arrive at Holne Park House, you will be shown to your rooms and informed of the fire procedure.

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## Mealtimes

Please refer to the mealtime allocation sheet for details of which time you need to arrive at The Old Sawmill restaurant for your meals. If you are a leader staying in the indoor accommodation, but your unit is camping, please feel free to attend for your meal with your unit rather than with the indoor accommodation time slot.

You will queue outside the restaurant, and a member of the service crew will mark your lanyard wallet to show that you have received your meal. Please make sure that a leader from your booking is at the front of your unit to assist – leaders are responsible for ensuring that girls receive the correct meal according to their requirements. Once inside the restaurant, you will be directed to a separate queue if you have a dietary requirement.

Please make sure girls have full water bottles before they arrive for their meal, their plates/bowls ready to receive their meals and dinner/plate bags accessible as they may need to use their bags to carry any additional food items.

Meals will then be taken out of the restaurant and you can choose if you would like to sit in the areas outside the Sawmill or take them back to your campsite. No food can be consumed in the indoor accommodation.

Packed lunches will be collected from The Old Sawmill during breakfast service. We recommend that girls and leaders have their day bags with them to put their lunches in.

## Hot Water

The Den on the ground floor of the Coach House is where you can collect hot water for making hot drinks for your units. The room is for collecting hot water only and must not be used as an area to make drinks. Please bring hot water flasks to collect your hot water. This area is for leaders only and out of bounds to children.

This room will be open:

Friday 5.00pm – 9.00pm

Saturday 7.00am – 9.00pm

Sunday 7.00am – 1.30pm

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## Washing Up

There are two washing up areas at the amenity blocks shown on the campsite map. You are welcome to wash up here or you can collect your washing up water from here and take it back to your campsites. Please do not wash up in the indoor accommodation and do not use the hot water from the coach house for washing up.

Please supervise your girl's whilst they are washing up and make use of the additional tables we have provided as extra space for washing up. You need to provide your own washing up bowls, cloths, washing up liquid and tea-towels.

## Activities

Please see the separate document which details the equipment, safety requirements and section suitability for each activity.

The following activities require long hair to be tied back, closed toe shoes and no loose items such as neckerchiefs and lanyards around necks – they can be tucked under t-shirts/jumpers:

- High Ropes
- Low Ropes
- Climbing -auto belay
- Bouldering
- Zip Wire
- Jacobs Ladder
- High Beams
- High V's
- Crate stack
- Dare devil drop
- Pampa pole
- Caving
- Orienteering
- GYM Course
- dart about
- Archery
- Soft Archery
- Fencing
- Soft Axes

These activities require long hair tied back and a life vest which will be provided:

- Kayaking
- Canoeing

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You have been provided with blue wristbands, and these must be worn by any young person who is able to take part in the water activities. Any child not wearing a wristband will not be able to enter the pirate ship lake or take part in the adventurous water activities.

The blue wristbands are not required for the Rainbows who are only allowed to paddle in the separate beach area.

Following Girlguiding protocols, not all supervising adults need to be in the water, but they do need to be physically present and vigilant at all times and prepared to go into the water in an emergency.

The Dam Pool may not be in use and a decision regarding this will be made at the weekend. If it is not in use, it will be barriered off and leaders will be informed at the leaders briefing.

Rainbows are not allowed to take part in the following activities due to Girlguiding and Camp EPIC committee decisions, in collaboration with River Dart Country Park:

- Pirate ship lake – with the exception of the sectioned off beach area where they can paddle
- High Ropes
- Zip Wire
- Dare Devil Drop
- Jacobs Ladder
- High Beams
- High V's
- Crates Stack
- Pampa Pole (leap of faith)
- Canoeing and kayaking
- Archery
- Axe Throwing

The following activities are available as an alternative for Rainbows:

- Zip lines in the playgrounds
- Low ropes course near the walled garden
- Soft archery
- Soft axe throwing
- Clinton Shield Competition

Please make sure you have read the activity requirements and both the leaders and girls of your booking are suitably dressed and prepared for the activities.

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## Supervision

You are the experts when it comes to knowing your girls and it is your decision on how you organise the supervision of your group. Please remember that there are many areas of open water throughout the site, and you should take this into consideration when making decisions.

No girl should be on their own at any time. The minimum group size for girls without direct leader supervision is 4 girls.

## Inclusion

There are three quiet areas throughout the site which are shown on the map. These areas are to be used for participants who need some time to calm and regulate. They are regularly monitored by the camp committee but are not constantly supervised. Please follow the guidelines provided in each area.

Visual timetables have been produced and are available to download from the Girlguiding Devon website.

We have a system in place for helping girls who have difficulties waiting in queues. They must be accompanied by their leader to the front of the queue, and the instructor will give them a time to return to the front of the queue for their turn. This will ensure a fair system for all participants.

Participants may wear a hidden disabilities sunflower lanyard where appropriate. This must be provided by the participant or unit and worn alongside the camp EPIC lanyard, which identifies the section each girl belongs to. Section-coloured lanyards help ensure activities are suitable and support our procedures for following Girlguiding protocols.

## Map

We have produced an amended version of the River Dart Country Park map which shows where our additional activity areas are located. There is also an interactive map available on the River Dart app which can be downloaded and shows you where you are in the park. Please use this along with the camp EPIC map, as the app version won't show our extra areas.

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## Lanyards

Everyone who is part of camp EPIC must be wearing a lanyard with their EPIC consent and health form attached. The lanyards are coloured as follows:

Red – Rainbows

Yellow – Brownies

Blue – Guides

Purple – Rangers

Orange – Leaders, parent helpers who have a DBS and safe space training completed and Scout Leader instructors

Pink – Camp EPIC Committee

Black – Service Crew

Green – External organisations, VIP's, Parent helpers who haven't completed a DBS/Safe Space training

River Dart Country Park staff will be wearing their uniform.

Please question anyone who is not in uniform or wearing a lanyard or report to a member of the committee or service crew.

You will need to fold the EPIC consent forms into four and insert them into the plastic wallets attached to the lanyards so that the following information is visible through the wallet (one side will be upside down):

One side:

**Please record any treatment given during Camp EPIC on the back of this form.**

**In case of emergency, contact EPIC Committee on: 07768 070 435**

**Unit Leader to complete this section:**

Please answer the following questions for the individual:

Consent for photos: YES / NO

Completed adventurous activity waiver: YES / NO

Dietary requirement: YES / NO

Reverse side:



## Camp EPIC 2026

Consent and Health Form

Individual's Name: \_\_\_\_\_

Unit Name: \_\_\_\_\_

Unit Leader Name: \_\_\_\_\_

Unit Leader Number: \_\_\_\_\_

Unit Leader Name: \_\_\_\_\_

Unit Leader Number: \_\_\_\_\_

**Please record any treatment given during Camp EPIC on the back of this form.**

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## Wristbands

We have two different coloured wristbands:

Pink – to be worn by participants who DO NOT have photo consent

Blue – to be worn by participants who DO have water activity consent

## Evening Activities

We have organised an earlier campfire and story time for the Rainbows to allow them to participate in the evening activities even if they require an earlier bedtime. These will take place in the Ballroom in Holne Park House at 6pm.

Rainbows are still welcome to take part in the other evening activities if they would like to and this is up to their leader's discretion. You know your girls best and we know you will make the right decision based on your unit's needs.

The rest of the evening activities will begin from 7.30pm and are completely optional.

If you chose to organise your own activities during the evenings, please choose an area away from the sleeping areas.

## Lights Out and Silence

Lights out is at 10.00pm and silence from 10.30pm. Please be mindful that other units may have chosen an earlier bedtime and remember that we have members of all ages attending camp EPIC.

A solar light on a stake has been provided to the lead booker for each campsite booking. Please display this outside the tent of the leader in charge of the booking to allow for easy identification during the night.

## Security

The security of the site is being managed by River Dart Country Park with support from the EPIC committee and service crew.

Overnight, River Dart security guards will be on duty until *insert time* and after this time they will control the access gate remotely whilst remaining onsite.

No-one will be permitted access to the site without prior arrangement.

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If a participant needs to be collected by their parent/carer, they must be taken to the main gate with a leader where they will meet their parent/carer.

Parents/carers will only be permitted entry to the site during drop off on Friday evening and collection on Sunday afternoon. Outside of these times, drop off/collection will be in Dart View field or at the main gate.

## Vehicle Movement

Vehicles are not permitted on the campsites from 6.45pm on Friday until 3.00pm on Sunday.

There is no vehicle movement at River Dart Country Park at all after 11.00pm.

If you have a large van or a trailer, we may be able to park them in a separate area. Please speak to Jo Saxton, EPIC Committee member for advice regarding this. Jo will be in the campsite area, and any member of the service crew/EPIC committee will be able to contact her for you.

## Opening and Closing Ceremonies

The opening ceremony will take place from 7.00pm on Friday evening and begins with a parade of all the participants around the campsite. Please make sure that you are ready from 7.00pm in uniform with any flags/banners you have brought or been given by the camp committee.

For those staying indoors, please wait in the car park outside of reception by 7.00pm.

Campers, please wait at your pitch drop off point.

If you have any participants who are unable to take part in the parade, please ask them to make their way to the tennis courts, where they will be directed to the arena area.

The closing ceremony will take place on Sunday at 2.30pm. Please wear uniform. Flags/banners are optional for the closing ceremony.

## Departures

Rainbows Saturday 5.00pm

Rainbows and early departures Sunday 9.00am



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Both of these departure times will be from Dart View field. Parents/carers collecting will be directed to park here and wait to collect their children.

On Sunday morning, we will transport your kit from the indoor accommodation/campsite to Dart View field.

Sunday afternoon departures are from 3.30pm and you have until 5.00pm to vacate the site.

Parents/carers collecting will again be directed to the appropriate location (indoor or campsite) and must display their vehicle parking permit. As described on Friday, those without a permit will be asked to wait in Dart View field to complete a parking permit.

Please encourage parents/carers to be prompt when collecting, to keep the traffic flowing.

## Program

Please refer to the separate document, Girlguiding Devon website and EPIC handbook for program information.

## Committee and Service Crew

Committee – black t-shirts or high vis jackets with pink lanyards

Service crew – pink t-shirts or high vis jackets with black lanyards

Others may also be wearing other coloured high vis jackets depending on the task they are carrying out.

The committee and service crew are on hand to help you and are carrying radios to call for additional assistance if required.

## First Aid

Unit leaders are responsible for administering first aid. Please record any treatment on the back of the participants EPIC consent and health form (on their lanyard) and call the leader listed on the form to inform them.

If you require additional assistance, we have named first aiders who can be called on. Please ask service crew/committee for help with contacting them or call the first aiders on 07717665003 or 07737064960.

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There are first aid points located in the picnic meadow, adventurous activity area and Holne Park house if you require privacy and can move the participant safely.

If you need to call the emergency services, please do so and then call the camp phone 07550 005644 as soon as possible. We need to let River Dart know that the emergency services have been called, so they can follow their procedures.

There is a lockable fridge for medication available in the Inkwell room on the ground floor of Holne Park House. Please enquire about this at registration if you require access.

## Lost Participant

If you find a participant who appears lost, please call their leader using the number on their lanyard so that they can come to you, to collect the girl and reunite her with other members of her Unit. While waiting, please look around for other members of the Unit as they could be easily found.

If a member of your Unit is missing, please let any River Dart member know, contact a committee member or use the event phone to report the details of the missing person.

River Dart has protocols for finding missing people. However, they won't instigate those protocols unless the Unit leader reports the missing person themselves. They will not act if a young person reports a missing person.

## Smoking and Alcohol

Please follow Girlguiding procedures regarding smoking/vaping and consuming alcohol.

There are designated smoking areas next to the Old Sawmill and in the Picnic Meadow, please refer to the map and dispose of cigarette ends safely bearing in mind the high risk of fires.

There will be no alcohol on sale at River Dart Country Park throughout the weekend.

## Retail Outlets

Please refer to the weekend handbook for opening hours.



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## Lost Property

Please report any lost property – lost or found, to The Den on the ground floor of the Coach House. Please note that only leaders are permitted in the coach house and children will need to report lost property to their unit leaders for recording.

## Rules

### Camp EPIC rules

- Enjoy yourself and make new friends!
- Always wear your Identity Lanyard and any wristbands
- Follow instructions from leaders, Camp EPIC Committee, Service Crew and Activity Instructors
- Only enter other units' camps if you have been invited
- Do not take shortcuts through other units' campsites
- Do not enter areas which have been marked as 'out of bounds'
- No bare feet when walking outside
- Ensure your girls always have sufficient supervision
- No girl should be on their own at any time
- Report any problems to camp EPIC committee
- Have fun!