



# Guide to Group Camping

Your guide to running a safe and successful camping event at school





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# From the CEO

## Dear supporters of The Big Camp In,

Thank you for registering for our flagship campaign in Victoria, The Big Camp In, and for supporting The Fathering Project.

Our core mission is to inspire and equip fathers and father-figures to be effectively involved with the kids in their lives, and consequently improve outcomes for young people.

Founded in 2013 by Professor Bruce Robinson in Western Australia, our organisation was recently recognised as the 2019 Western Australian Men's Health Award Winner. We are excited to now be expanding operations to Victoria, New South Wales and Queensland.

The Big Camp In is all about spending quality time with your kids. Your entry fee will support the introduction of our 'Dads Group' program into 100 Victorian primary schools by the end of 2020.

The 'Home or Away' concept means many of you will be hosting a large group 'Camp In' events at your school or club. We've created this manual to provide some helpful tools and templates to make your event safe and successful. Our website also contains a variety of downloadable resources: [www.TheBigCampIn.com.au](http://www.TheBigCampIn.com.au)

We're here for you so you can be there for your kids. If you have any further questions, please don't hesitate to contact us at [vic@thefatheringproject.org](mailto:vic@thefatheringproject.org).

I wish you and your children a fantastic Big Camp In.

Kind regards,

Wayne Bradshaw  
CEO  
The Fathering Project



## Who Is ‘The Fathering Project’?

**More effective fathers and father-figures means a generation of kids with happier, healthier futures.**

The Fathering Project aims to inspire and equip fathers and father-figures to positively engage with the children in their lives – for the benefit of the kids.

We know that when fathers are engaged and equipped to be the best they can be – children’s health and wellbeing can benefit hugely.

Founded in 2013 by Professor Bruce Robinson in Western Australia, The Fathering Project has since expanded operations to Victoria, New South Wales, and Queensland.

Dads Groups are The Project’s core activity and are established within schools and community groups across the country. The groups provide a safe, inclusive and positive environment where father-figures can learn, share, grow and connect with each other, and their kids.

We pride ourselves on our ability to gather and connect men, families and communities in positive ways. The Fathering Project delivers outcomes by supporting our Dads Group members and the wider fathering community with weekly tips, online resources, community and school presentations as well as through small and large-scale events.

The Fathering Project also conducts research, evaluating its programs as well as looking more broadly into societal trends and issues that impact fatherhood.

The Project has plans to establish 3,700 Groups established across Australia within five years. If you’d like to start a Dads Group at your school, please contact us at [vic@thefatheringproject.org](mailto:vic@thefatheringproject.org).



# The Big Camp In

## How It Works

The Big Camp In has been designed as a 'choose your own adventure' event. You and your kids can choose:

- Where and how you camp: Home or Away. Homemade fort or tent under the stars.
- When you camp across the weekend of 18<sup>th</sup> – 20<sup>th</sup> October.
- What activities you complete from our official list of 20 fun and easy activities.

If you've chosen to host a Big Camp In at your school or local club, we've put together this manual to help you organise your event. Remember, there's no right or wrong way – it's all about spending quality time with our kids.

All families must register via the website: [www.TheBigCampIn.com.au](http://www.TheBigCampIn.com.au)

## Official Activity Program

The Fathering Project will provide all registered participants with an official activity program for the weekend consisting of 20 fun and easy activities.

Activities have been designed for kids aged 2-12 so families can choose the activities that best suit, with one compulsory activity for everyone to complete. Therefore, if you're organising a group Camp In, not all families need to complete the same activities, except for the compulsory activity.

Victorian participants who complete at least 3/20 official activities can enter the draw to win some great prizes. Most activities don't require any special materials other than general household items and we'll provide participants with a pack list prior to Camp In weekend.

## Competitions

By participating in The Big Camp In, you could win some great prizes for your family and school.

### 1. Major Family Prize

Simply by completing at least 3 official activities, provided by The Fathering Project, Victorian participants can enter the draw to win a great family prize. After Camp In weekend, participants will be invited to submit photos of any completed activities to enter the draw to win via our portal. Conditions apply.

### 2. Suggest a new Victorian Dads Group and you could SAVE your joining fee

'Suggest a new Dads Group' via our website before 31<sup>st</sup> October 2019 and enter the draw to save your joining fee, worth \$400. PLUS the nominated Dads Group Leader will receive a family prize (Leader must be registered for The Big Camp In). Conditions apply.





### Sample Itinerary

Below is a guide of how you might like to structure your event. Remember, you can host your Camp In at any stage across the official weekend (Fri 18<sup>th</sup> – Sun 20<sup>th</sup> October, 2019).

#### Friday:

- 5.00pm Arrival
- 5.15pm Setup tents/campsite – remember to check the official activity program to see if this activity counts towards the competition.
- 6.00pm Cook and eat dinner – remember to check the official activity program to see if this activity counts towards the competition.
- 7.30pm Official activity timeslot – dads can choose from the list of official activities to suit their children so not all families need to complete the same activities.
- 8.30pm Free time.

#### Saturday:

- 7.00am Wake up and prepare breakfast.
- 8.00am Official activity timeslot.
- 9.00am Official activity timeslot.
- 10.00am Pack up and depart.

### Promote Your Big Camp In

To ensure your Big Camp In is as successful and well attended as possible, ensure you widely advertise your event across the entire school community. Please ensure all families register at [www.TheBigCampIn.com.au](http://www.TheBigCampIn.com.au).

Have you:

- Promoted the event in your school newsletter
- Downloaded posters from our website and displayed around your school ([www.TheBigCampIn.com.au](http://www.TheBigCampIn.com.au)). If you'd like hard copies sent to you, please request from our team at [vic@thefatheringproject.org](mailto:vic@thefatheringproject.org)
- Presented at assembly
- Spoken to your Principal and/or P. & C. to see what other promotional opportunities exist at your school
- Followed us on Facebook (The Fathering Project) and joined our Facebook event
- Shared your experience using our hashtag #TheBigCampIn



### Camp Planning Guidelines for Schools

- ❑ Discuss event and seek approval from school leadership and/or P. & C.
- ❑ Event Coordinators to work with the school in developing a risk assessment and emergency response plan.
- ❑ Once school approval is received, widely advertise the event across the entire school community to ensure as many dads as possible are aware of how to register and attend.
- ❑ Ensure each Dad/Father Figure is aware and clearly informed that they are solely responsible for supervision of their child(ren) and hold complete and total duty of care at all times. This includes sleeping arrangements, cooking, toilets, play activities etc. It is recommended that a sign-in process is used to ensure all supervising Fathers/father-figures have demonstrated awareness of this.
- ❑ The Event Coordinator, even if they are a parent directly involved, holds a valid Working With Children Check (WWCC).
- ❑ Any external providers involved in conducting activities directly with children have a valid Working With Children Check (WWCC) as verified by the venue.
- ❑ Conduct a safety assessment of the activity site and ensure site is appropriate for the planned activity.
- ❑ All children should travel to and from activities with their Dad/Father Figure. If not, they should be clearly aware and approve of who their child(ren) are travelling with.
- ❑ All planned activities are suitable for the level of skill and age range of children participating, and also for the Dads/Father Figures supervising the activities.
- ❑ Provision has been made for any children/families with special needs including physical or intellectual disabilities, religious or cultural considerations.
- ❑ A first-aid kit is present and its location is clearly communicated to participants, along with, if applicable, the identities of suitably qualified first aid or medically trained parents or staff.
- ❑ Event Coordinators are aware of any children who may require significant medical support in the unlikely event that Dad/Father Figure cannot be contacted at the time i.e. allergies, other relevant pre-existing medical conditions or complications.
- ❑ Emergency contact details for key Event Coordinators, venue managers and external providers are centrally available for access in the event of an emergency.



- ❑ The process of an evacuation or emergency response will be clearly explained to participants at the commencement of the event and reflects the procedures that are normally applied to the school or venue. This includes strategies for both children and parents in the case of a lost or missing child.
- ❑ If relevant, children's swimming abilities have been / will be identified, especially if individual support or supervision is required for particular children.
- ❑ If external providers / venues are engaged, ensure all parties hold the appropriate level of public liability insurance.
- ❑ The competence of the external providers is established i.e. they have the necessary skills/qualifications to lead families through the activities.
- ❑ If required as a result of the event being conducted in a heavily populated public venue, a system is in place to ensure all registered participants can be identified and genuine participants easily recognised.
- ❑ At the conclusion of the activity, feedback from the participants has been sought and, if appropriate, used to guide planning processes for future events or activities.







## Risk Management Template (Sample Only)

The following is a risk management template that may be adapted to suit your event and school's requirements. It is intended to be a sample only.

**Chief Warden**                      **[Name]**      **[Phone Number]**

**Assembly Areas**                      **[Location]**                                      **[Access]**

Qualitative measures of likelihood:

Level	Likelihood	Example Detail Description
A	Almost Certain	Is expected to occur in most circumstances
B	Likely	Will probably occur in most circumstances
C	Possible	Might occur at some time
D	Unlikely	Could occur at some time
E	Rare	May occur only in exceptional circumstances

Qualitative measures of risk:

Level	Risk	Example Detail Description
1	Insignificant	No injuries Low financial loss
2	Minor	First aid treatment On-site release immediately contained Medium financial loss
3	Moderate	Medical treatment required On-site release contained with outside assistance High financial loss
4	Major	Extensive injuries Loss of production capability Off-site release with no detrimental effects Major financial loss
5	Catastrophic	Death Toxic release off-site with detrimental effect Huge financial loss



Sample risk register:

Risk	Rating	Preventative Action	Response
<b>Missing child</b>	C1 LOW	<ul style="list-style-type: none"> <li>• Children to be the responsibility of their father/father figure</li> <li>• Always keep children with their father</li> <li>• Security to do regular pass bys during night</li> <li>• Dad to go with child to toilet</li> </ul>	<ul style="list-style-type: none"> <li>• Keep all other children together with some dads, continue with activities.</li> <li>• Staff &amp; security look for child.</li> <li>• If not found within 30 mins call police, parents.</li> <li>• Know what wearing, where seen last, where heading</li> </ul>
<b>Dehydration</b>	D2 LOW	<ul style="list-style-type: none"> <li>• Provide water</li> <li>• Email parents to send water bottles</li> <li>• Give reminders about drinking</li> </ul>	<ul style="list-style-type: none"> <li>• See first aid – appropriate first aid</li> <li>• Call an ambulance if required, call parents</li> </ul>
<b>Abuse</b>	D4 HIGH	<ul style="list-style-type: none"> <li>• All volunteers to have WWC cards</li> <li>• Children to be with their father at all times</li> <li>• Female volunteer to help with girls bathroom requirements</li> </ul>	<ul style="list-style-type: none"> <li>• Call Police</li> </ul>
<b>Illness, Scrapes, Bruises</b>	C2 MODERATE	<ul style="list-style-type: none"> <li>• Choose suitable area for activities</li> <li>• Choose appropriate activities</li> <li>• 1<sup>st</sup> aid person on site</li> <li>• prevent medical questionnaire completed</li> </ul>	<ul style="list-style-type: none"> <li>• See nurse – appropriate first aid</li> <li>• Call an ambulance if required, call parents</li> </ul>
<b>Traffic Accident</b>	D3 MODERATE	<ul style="list-style-type: none"> <li>• Traffic management from parking to oval</li> </ul>	<ul style="list-style-type: none"> <li>• Ambulance if needed</li> </ul>
<b>Food allergies &amp; anaphylactic shock</b>	C3 HIGH	<ul style="list-style-type: none"> <li>• Pre event medical questionnaire</li> <li>• Caterers advised of allergies</li> <li>• Father oversight</li> <li>• First aid in attendance</li> </ul>	<ul style="list-style-type: none"> <li>• First aid to be called</li> <li>• Ambulance if needed</li> </ul>



## Medical Questionnaire Template (Sample Only)

### 1. Enter the details for the father or father figure attending.

First Name:

Surname:

Father or other relationship (please specify)?

Postcode:

Mobile:

### 2. Enter the details for the child(ren) attending.

	Child 1	Child 2	Child 3	Child 4
Full name				
Year of birth				
Gender				

### 3. Please provide a contact in case of an emergency.

Full name:

Relationship to you:

Contact number:

### 4a. Do you or any of the children attending with you take any prescribed medication? (Please circle.)

YES / NO

### 4b. If yes, please specify.

### 5. Do you or any of your children have any medical conditions, allergies or other we should be aware of if medical treatment was required?

### 6. Please specify any dietary requirements. (Please circle.)

Vegetarian / Vegan / Dairy Free / Gluten Free

Other Allergies: (Please specify)



# Frequently Asked Questions

### Why should I register?

It's so important for fathers and father-figures to spend time with the children in their lives – it can make a lasting difference to their happiness and wellbeing.

As fathers and father-figures, it's so easy to get lost in our other roles and forget what our first job is. Yes, being a father is the most important job we'll ever do. Because what we do, or don't do as dads, has an enormous impact on the happiness and health of the kids we love.

The Big Camp In is the exciting new flagship campaign to support The Fathering Project's Victorian launch in 2019. Your entry fee will support the introduction of The Fathering Projects 'Dads Group' program into 100 Victorian primary schools by the end of 2020.

### Where is it?

The Big Camp In is the exciting new Victorian campaign, presented by The Fathering Project, where you can choose to camp 'Home or Away': in your lounge room or backyard, with a group of friends at school, at a sporting club, a national park or anywhere you choose.

### When is it?

The official weekend is Friday 18<sup>th</sup> October – Sunday 20<sup>th</sup> October 2019. Camp at any point across the official weekend or for the whole weekend. It's up to you.

### Do you have information to help groups camping at a school or club?

Yes. Please download our 'Guide to Group Camping at School' document from our website for tips and guidelines to help you organise your camp: [www.TheBigCampIn.com.au](http://www.TheBigCampIn.com.au)

### Do I need a tent?

No tent, no worries! A home-made lounge room fort is the perfect spot to enjoy The Big Camp In with your kids. You can camp anywhere you choose and make your 'campsite' as elaborate or simple as you wish.

### What do I need to pack?

Ultimately, it's up to you how much or little you pack depending on where & how you decide to camp. If you're camping in your lounge room, you may not need much compared to those camping on their school's oval with a larger group.

We'll provide you with a basic packing guide in the leadup to the event, including any materials needed for our activities which have been designed to primarily use general household items.



### Will you provide me with activity ideas?

Of course! You'll receive an official activity program for the weekend. Simply choose the activities that best suit you and your kids. Activities are designed for kids aged 2-12 and most activities don't require any special materials other than general household items.

Victorian participants who complete at least 3 official activities can enter the draw to win some great prizes!

### Is there an age restriction for kids?

No. The Big Camp In is designed for dads and father-figures to spend quality time with the children in their lives. Please note, the official activity program has been designed for kids aged 2-12 but you'll be able to choose the activities that are most suited to your kids.

### How can my family and school win prizes?

The Big Camp In is running two major competitions for Victorian participants:

- 1) **Major Family Prize.** Complete a minimum of 3 official activities with accompanying photos and enter the draw to win a major family prize. Conditions apply.
- 2) **Suggest a new Victorian Dads Group and you could SAVE your joining fee.** 'Suggest a new Dads Group' via our website before 31<sup>st</sup> October 2019 and enter the draw to save your joining fee, worth \$400. PLUS the nominated Dads Group Leader will receive a family prize (Leader must be registered for The Big Camp In). Conditions apply.

### Who is The Fathering Project?

The Fathering Project is a not-for-profit organisation dedicated to improving children's lives and futures by inspiring and equipping men to be more engaged and effective fathers and father-figures. We know that if we can help dads become more aware, more effective and more focussed, it's not just their lives that will improve but also their families, schools and communities benefit too.

We do this primarily by facilitating Dads Groups within local schools and providing resources, practical tips, online support and events for dads.

Your entry fee for The Big Camp In will support the introduction of The Fathering Projects 'Dads Group' program into 100 Victorian primary schools by the end of 2020.

### Contact us

Please contact our team at [vic@thefatheringproject.org](mailto:vic@thefatheringproject.org) for more information.