

INNABAANYA CAMPSITE



Booking Information

for

Canvas Campsites

Outdoor sites for up to 150 people

and

Bunya Bunya Cottage

Indoor accommodation suitable for up to 20 people

Majura Road
ACT
(02) 6247-3630



GIRL GUIDES ASSOC NSW & SOUTH EAST REGION
ABN 64 603 362 319

INNABAANYA CAMPSITE CHARGES

Members of Guides Australia - indoors	\$10 per head per night
- outdoors	\$6 per head per night
Members of Guides Australia – tents	\$5 per tent per night
Members use of Bunya Bunya for daytime only	\$5 per person per day
Non-members - indoors	\$20 per head per night
- outdoors	\$10 per head per night
Non-members - hire of tents for use at site	\$8 per tent per night
Non-members hire of campsite:	\$150 per day; includes everything

Groups hiring the whole campsite for more than one day must also pay overnight costs for people staying overnight. This includes those who sleep outside the fenced area.

NB: A commercial cleaning charge applies if the campsite is not left clean enough to satisfy public health standards for the next group of hirers
A fee of \$5.00 per day will be charged to groups who leave the electricity on.

Everyone	- Phone calls	\$1 per call
	- Hot showers in shower block	\$10 per day
	- Heaters	\$10 per day
	- Use of gas BBQ	\$5.00 per day
	- Refundable deposit for the key	\$20

Other charges:

Canoes with PFD's (for use on Canberra lakes)	\$15 / canoe / weekend OR
	\$3 per head per day
Archery	\$4 per person

NB Canoeing and Archery equipment can only be hired if a leader is in attendance who holds the appropriate qualification.

DEPOSIT & CANCELLATION FEE

A deposit of \$40.00 must be paid to hold a booking. Bookings may be cancelled up to 6 weeks before the booking date. Bookings cancelled within 6 weeks of the camp will carry a \$40.00 cancellation fee.

Cheques must be made payable to:

Girl Guides Association (NSW)

Please send, ***within one week of the camp***, remittances, together with a stamped self-addressed envelope for your receipt to:

Girl Guides Assoc ACT & South East Region
Newman Street, Yarralumla ACT 2600

Innabaanya Campsite is available to all members of Guides Australia for indoor and outdoor camping, hikes, barbeques, meetings, trainings and other Guide gatherings. In special circumstances, the campsite may be made available to other organizations. Non-guiding groups must hold their own public liability insurance policy.

To help maintain the privacy and safety of the campsite, and of the neighbours, please close and lock ALL gates. The gate to the road must be kept locked at night and during the day when people are not coming and going.

The area from the road to the slopes of Mt Majura is available for use. Please be aware the pine forest is public domain and is frequently used by mountain bike riders.

THE KEY is available from the Guide Office, Newman St Yarralumla (Wednesday 10am-3pm or Fridays 10am-6pm, Tel (02) 6282-5328. The key opens all necessary locks except the power box and the mower shed. The key for the power box hangs in the room next to Bunya Bunya's kitchen.

The bottom gate must be kept locked at night and when not in use.

PHONE calls must be paid for when paying for your accommodation. STD and mobile numbers cannot be accessed from this telephone.

INDOOR ACCOMMODATION:

Bunya Bunya cottage is only approved by the Fire Department to sleep a maximum of 20 people. There are 6 bedrooms, each with 2 bunks. Pillows are provided but please provide your own pillowcases, sheets & blankets or sleeping bags. Bed & blue pillow covers must be removed before the beds are used. The covers and the mattress protectors are not to be used as sheets. Spare blankets & pillowcases can be found in a cupboard in the Doreen Warry room. The cottage has a fully equipped kitchen, 3 showers and a separate activities room, called the Doreen Warry Room. Four toilets are located outside the Doreen Warry Room. Please note the comments re septic system and toilets.

There is a **grease trap for Bunya Bunya** located under the tank near the kitchen window. **It is to be cleaned after every camp in the cottage.** The instructions for doing so are located in the kitchen.

When departing, the **refrigerator** is to be left switched off with the door propped open. Do not leave any food in the kitchen as this attracts field mice and ants.

Fire Alarms: The sensitive fire alarm system is mains powered with battery backup. It will be set off if Bunya Bunya becomes overheated or its kitchen and/or bathroom fill with too much steam. In the event the alarm is accidentally triggered, evacuate the building and wait for it to reset then notify Cathy Marker on 62474428. In the event of a fire, the building must be evacuated immediately. Please read the fire drill notices upon your arrival.

It is the responsibility of each group to thoroughly clean the cottage and toilets and barbeques. A commercial cleaning fee will be charged to any group that does not leave the facilities clean for the next group to use.

Cleaning: Each group using the campsite is to provide their own cleaning materials and toilet paper. Campsite materials used must be replaced. Girl Guides, ACT & South East Region takes no responsibility for ensuring the presence of toilet paper for your group to use.



A cleaning inspection is held after each group departs. All facilities must be left in a condition that complies with public health regulations, ready for the next group to use.

There is no garbage collection service at Innabaanya so any group using the site is responsible for the removal of all their own garbage, including the contents of the sanitary bins. Once again, if the wardens remove your rubbish you will be charged for the service.

Cars: Leaders may drive their cars inside the fenced area **only** to unload their vehicles of equipment before parking them in the carpark. Girls are expected to carry their own bags to their campsite. Vehicle wheels, particularly coach wheels cause damage to the grounds. Trolleys and wheelbarrows for carrying heavy loads can be found in the Kauri building. No vehicles are to be left inside the fenced area during a camp.

No electrical double adaptors or piggyback plugs can be used at Innabaanya.

CANVAS SITES:

The Campsite accommodates up to 150 campers but in this case, portaloos and extra equipment would have to be brought in. All **canvas equipment** is located in the **Kauri** building, which contains a canvas room, a small equipment room and a leaders' room. When using a tent please make certain the tent, pole and peg box are the same numbers. Equipment must be replaced in the correct place and the correct number of straight pegs counted into each box. Bent pegs should be straightened or placed in the bent peg box. Please report the condition of all equipment used on the remittance form.

WET TENTS MUST NOT BE PACKED AWAY. They are to be hung up in the canvas room and the Campsite Coordinator informed.

Boilers: Extra care must be taken when the boilers are in use. Make sure young people do not skylark in this area. An adult must supervise the dipping of hot water and all children instructed in correct safety procedures for handling hot water.

CAMPING EQUIPMENT:

17 Bell tents	5 Marquees	Bathtubs, buckets	outside floodlights
1 Ridge tent	6 bath screenings	lanterns, mallets,	& extension cords
3 Frame tents	7 Shelter flies	grease traps, tools.	

Extensive range of QM equipment available.
Boilers are available for each site.

GENERAL:

Water is town water and is available to the cottage and all campsites. In the colder months please turn off both taps at each site to prevent burst water pipes. Please ensure that taps are not left dripping.

Septic systems: Both toilet blocks are septic. The showers also drain into these systems. It is essential the campers are educated to use them appropriately and only 'Safe for Septic' cleaners and/or disinfectants are used in both the toilets and the showers. Sanitary napkins and tampons *must* be placed in the bins provided. It is the responsibility of each group to dispose of these items appropriately. At the end of your camp, the bins must be left in a clean state with fresh plastic bags in each bin. Before departing the campsite, please flush each toilet and put the lids down, to stop mosquitoes breeding in the bowls, and shut each toilet door.



Shower block: The outside block is primarily for the use of canvas campers. They have first preference for its use. It has 3 toilets and 3 showers on the southern side and a disabled toilet and shower next door. The power to this block has to be turned on in the main power box and in the power box in the disabled toilet. The hot water is to be turned on only for showers, please do not turn it on for the sole purpose of washing hands. At the end of your camp, please close all internal doors, to keep birds from becoming trapped in the interior.

Fires are to be lit in fireplaces provided. The campsite has blanket cover for fires lit inside the fenced area. Anyone wishing to dig a trench fire must do so in the paddock outside our fence and obtain a permit to do so from the ACT Bush Fire Service (Tel: 6207-8400 Fax: 6207-8367). All campers must check fire restrictions before coming to camp.

Use of axes and saws: young people using axes and saws must be supervised at all times by an adult and should be trained in their correct use. Please refer to Chapter 15 of "Let's Go Camping" for further information.

Firewood is available from the woodpile at the back of the Kauri building. All unused wood, including half burnt logs, is to be stacked neatly in the woodpile and not left at fireplaces. All ashes are to be taken to the ash pit located near the campfire circle. Buckets for this purpose may be found underneath the water tank closest to the Doreen Warry Room. Shovels are in the small equipment room.

Campfire circle is located near the chapel.

Diana Jackson-Taylor Chapel is located on the southern side of the fenced area. If a cross is required, one is stored in the room next to the kitchen in Bunya Bunya.

World Flag – There is a full-sized World Flag in the room next to Bunya Bunya's kitchen.

When more than one group is camping at the site, the Leaders-in-charge should negotiate for the use of the campfire circle, the chapel and the flagpoles.

Trenches and other holes may not be dug, for any reason, inside the fenced area.

NB Innabaanya is situated in the bush and has normal dangerous bush hazards such as redback spiders and brown snakes. It is the responsibility of all users of the campsite to take precautions such as wearing gardening gloves when moving wood, rocks etc and the also to wear closed shoes at all times.

Games Equipment Available for use at the campsite:

Getta boards	Polo bats
Badminton set	Cricket set
Foam missiles	Sabres (sharp point)
Stilts	
Pioneering ropes for: bridge, swings, seesaw, ladders, and transporters	

EMERGENCY MAINTENANCE

Please report all problems to:

Mrs Catherine Marker	6247-4428	OR
Mrs Anne Cain	6249-8834	