

Helpful Information

Camp Phone

During your stay at camp the contact phone number for parents etc is (03) 542 3368. Please make sure parents etc are given this number as the contact phone for their children at camp. Cell phone coverage is available but best coverage is outside the buildings.

First Aid

School groups are responsible for ensuring they have adequate first aid supplies and training, this should include sunblock. Camp staff will assist, if required, in assessing injuries and contacting necessary medical authorities. Camp stocks a backup supply of first aid materials for use in emergencies. All accidents that involve injury, no matter how small, are to be reported to camp staff as soon as possible. A camp medical form is to be filled out for any accident or sickness that requires medical attention and given to the camp manager within two hours of the incident.

Laundry

The camp laundry contains a coin operated washing machine and drier. These machines take \$2.00 coins and will wash a load equivalent to two domestic machines.

Duties During Camp

An adult is required to oversee each duty group and ensure that the duty is completed to a high standard and all gear is returned. If you need help please ask a staff member.

Vacuuming the dining room

This is done after each meal. The chairs need to be moved back from the tables and the carpet vacuumed. Vacuums can be collected from the store room.

Setting & clearing tables

Helpers are required in the dining room fifteen minutes prior to the meal. Check with the hosting staff to find out what has to be done. Please make sure that you wash your hands and the tables are clean prior to setting them. When clearing tables all food items are returned to the small right hand servery, dishes etc are taken to the dishwashing servery, and all tables must be wiped down with cloths.

Dining Room toilets

These may need to be cleaned during your stay. This will largely depend on the number of people you have using them how tidy they are kept. Cleaning equipment will be given to you by camp staff.

South Block toilets and showers

These may need to be cleaned during your stay. This will largely depend on the number of people you have using them how tidy they are kept. Cleaning equipment will be given to you by camp staff.

Cabin ensuites

These may need to be cleaned during your stay. This will largely depend on the number of people you have using them how tidy they are kept. Cleaning equipment will be given to you by camp staff.

End of Camp Cleaning

Cabins and facilities that you have used during your stay need to be cleaned at the conclusion of your camp. We will advise you of how this is to be done on the morning of your departure (or see notes below). Camp staff will inspect all areas prior to you leaving camp. Your adults will need to take an active role in making sure this is completed to a satisfactory standard.

Morning/Afternoon Tea set up

An adult will need to come to the kitchen ten minutes prior and check with the kitchen team what is required. Cups and jugs can be found on the trolley in the dish room, water in the chiller. Cut up fruit for afternoon tea. Then tidy everything away at the end.

How to get to Camp

From Nelson head south on Highway 6. Carry on through Richmond and onto Brightwater. At the Brightwater Motor Inn turn right onto Ellis Road and continue for 3km crossing over the Wai-iti river and turning left at the big right hand sweeping bend onto Teapot Valley Road. We are 2km down the road on the right.

From south of Nelson heading north on Highway 6. After Wakefield watch out for the Rutherford memorial just before Brightwater on the left. Continue past this to the next intersection. There is a school on the left and the Brightwater Motor Inn on the right. Turn left onto Ellis Road and continue for 3km crossing

over the Wai-iti river and turning left at the big right hand sweeping bend onto Teapot Valley Road. We are 2km down the road on the right.

*If you are coming from the south some GPS devices will direct you down Arnold Lane. **Do not** go this way as there is no access across the river and up the paper road to camp*

Clean up required at the end of camp

Your host will supply you with cleaning supplies

Cleaning Cabins

- Remove all gear from cabin
- Lift mattresses up and check for any property and rubbish and place in bins
- Spray and wipe all surfaces *Don't forget blue cloth for Bathroom and clean the loo last*
- Open curtains and windows and check for property and rubbish
- Vacuum all floors
- Mop hard floors with hot soapy water

All other areas used during your stay

- Remove all your property and place rubbish in bins
- Vacuum (Except for gym floor)

Thank you for choosing to stay at Teapot Valley Christian Camp and thank you for helping us care for our facility by treating it with respect and leaving it clean and tidy. We trust you enjoyed your stay.

From the team at Teapot Valley Christian Camp