



PGL CAMPASPE DOWNS

A guide for Teachers



THE PGL EXPERIENCE

at Campaspe Downs, Victoria

a bit about us...

An hour's drive from Melbourne, **PGL Campaspe Downs** is set amid 160 acres of **stunning natural bushland** in the Macedon Ranges, close to **Kyneton and Hanging Rock**.

Situated around a central lake, the camp accommodates up to **400 guests** in cabins and platform tents, and boasts a wide range of exciting adventure activities – from flying fox to canoeing, archery, laser tag and so much more.

All PGL camps focus on **developing students' love for the outdoors** and for nature, while also with working with teachers / group leaders to facilitate specific learning outcomes for their students, whether that be **resilience, independence, relationship building or fun!**

About Campaspe Downs

- Located an hour north of Melbourne in the Macedon Ranges, and accessed by main sealed roads
- 160 acres of open bushland and paddocks
- Address: 1302 Kyneton-Trentham Road, Kyneton 3444

Camp Tours

Teachers are welcome to arrange a tour of the camp prior to booking or visiting. We'd love to show you around our beautiful camp!

Accessibility

PGL is committed to providing equal access to all. Accessible rooms, activities and spaces are available. Please discuss specific requirements prior to travel.





What makes a PGL Camp different?

At PGL we have designed our programs to give the best possible outcomes to your students, while also making it as easy as possible for teachers. We do this by offering:



Groupies

We know how an extra pair of hands can make all the difference to your camp experience, which is where our Group Leaders (or 'Groupies') come in. Each school is assigned their own 'Groupie' for the entire duration of your camp.

Your Groupie will meet your bus and take it from there! Every PGL experience starts with a welcome briefing from your Groupie, for teachers and the students.



Evening Activities

The fun doesn't end when the sun goes down! PGL take care of the evening entertainment each night you're on camp to take the pressure off you.

This could be anything from a photo challenge to a sports night or a campfire circle.



Instructor-led sessions

All activity sessions on a PGL Adventure Camp are 100% led by our instructors, taking the pressure off you and meaning that you are free to engage and bond with your students.

All activity instructors are specially trained for our programmes to ensure the delivery of safe and rewarding sessions.



ACCOMMODATION

Students

Cabins: **SLEEPS 4-12**
people with en suite bathrooms.

Bunkhouses: **SLEEPS 6-12**
people with separate toilet and shower blocks.

Students are required to bring a sleeping bag and pillow.

Adults

Single, twin, or triple (1x single and 1x bunk) ensuite rooms:

Pillows and doonas are supplied for adults. Towels and toiletries are not supplied.

PGL will allocate rooms to schools 2 weeks prior to arrival date.



Anxious students or parents?

PGL have created a video to make sure everyone feels prepared and comfortable on camp. Please feel free to share this video with students, parents and teachers.

[Link to the video](#)

Parent Presentation

PGL can provide you with a presentation to present at information nights for parents and students. Please reach out to a PGL Customer Relations consultant to request presentation.

What to bring?

PGL have put together a packing guide for parents and students.

[Packing Guide](#)

FACILITIES

Range of exciting activities | Comfy Leaders' Lounges | Large meeting rooms | Sports Oval | Indoor sports stadium



WHAT TO expect from a PGL CAMP



What is the pre-arrival process and timeline?

PGL have many years of experience in running camps and we have this down to a fine art. We work together with teachers / group leaders to ensure that you (and we) have all of the information that we need to provide an outstanding camp experience.

We rely on teachers / group leaders to provide the information requested in a timely manner. Here is a guideline to our timeframes:

Individual Needs

PGL continually works to enable all guests to enjoy a PGL experience. Our Customer Relations team members will work with you to design a camp experience for all participants.

Ensuring we can cater for the additional needs of an individual requires advanced notification, assessment, agreement and planning. We are only able to take responsibility for arrangements that have been discussed and agreed with PGL in advance.

We understand that for some children, coming on camp can be a stressful time. This document is designed to familiarise students with our camp and routines prior to their arrival.

[SEND familiarisation document](#)

6

WEEKS PRIOR TO ARRIVAL

The Party Leader will receive an **Important Camp Information Email** which outlines the deadlines of when specific information will be required.

4

WEEKS PRIOR TO ARRIVAL

The Party Leader will need to:

- ✔ advise us of **final numbers** of attendees
- ✔ gender splits to assign rooming
- ✔ Party leaders will also discuss **activity preferences**

2

WEEKS PRIOR TO ARRIVAL

We provide the Party Leader with the Activity Program and Rooming Plan. The Party Leader will need to provide us with Dietary and Medical requirements for all attendees (staff and students).

1

WEEK PRIOR TO ARRIVAL

The Party Leader will receive an email from us confirming all details and invite them to rebook future camp dates.



YOU'RE IN SAFE HANDS

Whether they're smashing it on the abseil tower or racing their mates across the lake in a raft they've built themselves; we work hard to develop our activities to facilitate those breakthrough moments in the best (and safest) way we can.

As members of the Australian Camps Association, and accredited through VTIC and QTIC, we have always been pioneers of a safe approach to outdoor learning.



Supported by over 60 years of experience running adventure camps in the UK, PGL Adventure Camps also arrange audits through external experts to ensure the highest levels of safety and compliance for:

- Activity provision, including off-ground and water based activities;
- Food safety standards;
- Fire safety and more.

Our In Safe Hands standard is our commitment to providing the very best pastoral care. Everything we do is based on five protective pillars:

- ★ Safe people
- ★ Safe places
- ★ Safe spaces
- ★ Safeguarding
- ★ Safe travels



Safeguarding is everyone's responsibility

We believe we go further than anyone else in our sector when it comes to safeguarding. All colleagues - in every part of our business - receive safeguarding training, with regular refresher sessions, and a Designated Safeguarding Lead at every centre to provide continuous support.

We work with teachers and leaders to ensure **the safety of every guest is given the highest priority during your stay with us.**

[Risk Assessments](#)

[Child Safeguarding Policy](#)

We can provide further information on emergency management, risk assessments and normal operating procedures.

PGL has comprehensive Public Liability Insurance. We recommend you consider purchasing travel insurance.

Dedicated Compliance Teams at **EVERY CENTRE**

All PGL colleagues extensively trained to provide **highest standards of safety & safeguarding**



OUTCOMES THAT MATTER

At PGL, we've got the space (and the safety net) for those enriching experiences that matter the most when it comes to developing young people outside the classroom.



We believe that young people grow best when they're free to

TRY SOMETHING NEW



Our unique **REACH framework** ensures each PGL experience pushes young people to go beyond their comfort zone so that their development is powered by the extraordinary. Whether it's Relationships, Experiences, Achievement, Character or Health & Wellbeing as the focus for the adventure, our aim is to help **spark those breakthrough moments that you just can't get from a textbook.**



Relationships



Experiences



Abilities



Character



Health & Wellbeing

Built in partnership with teachers, each of our 5 REACH areas focuses on a specific **developmental outcome** to reflect how young people change and grow. The activity mix for each REACH programme is **tailored** to give every individual the opportunity to achieve these outcomes in a new and exciting way.

Time out of the classroom to harness the power of outdoor learning goes a long way in inspiring **developmental breakthroughs in young people**. It's why we work closely with every school and group to deliver the programme that best meets their needs.

With a little support and the freedom to **try new things**, we can help young people **REACH new heights in their development!** And we hope you'll see the benefits long after they come back too.

TAILORED PROGRAMMES

developed to focus on outcomes that really matter to you

Check out our fantastic REACH programmes for school groups.

[PGLADVENTURECAMPS.COM.AU/REACH-FRAMEWORK/](https://www.pgladventurecamps.com.au/reach-framework/)





GUIDE TO ACTIVITIES

PGL will create the best possible program of activities for your group. The program will reflect your school's requests and learning objectives.

Each activity session runs for 90 minutes, and PGL will program the same activities on rotation for the whole group. All activities will be delivered by trained, skilled PGL activity instructors.

ABSEILING

Determination and courage are rewarded with an overwhelming sense of achievement for the student who manages to walk backwards over the edge of a climbing tower, under the full supervision of a PGL instructor. In addition to learning a new skill, abseiling enables students to understand risks and how to control them.

AEROBALL

A cross between trampolining, basketball and volleyball – it's an exhilarating, high-energy sport. Four players learn the basics required – then spring into action! The aim is to get the ball in the opposing player's net. As well as being lots of fun, your students will develop team tactics and improve communication skills along the way.

ARCHERY

Our qualified archery instructors teach basic archery skills – students will need accuracy, control and a steady hand. The instructors encourage students to develop their technique and show awareness of all safety measures.

BUSHCRAFT

Learn how to build a shelter in an on-site 'wilderness' environment and operate as a team. Basic survival skills such as building a shelter, water filtration, knot craft and signalling are developed by the group during the design of their camp layout. Key responsibilities will be identified and shared by the team who work together to get the most from the 'wilderness' experience.

CANOEING

Experience one of our most popular activities and take to the water in a canoe. Challenging and fun, students learn and develop paddling techniques, teamwork and communication skills using a combination of games and instruction both on land and afloat.

CATAPULT

Equip with set length logs, ropes and building instructions groups are tasked with building a medieval style Catapult to fire at self-constructed targets.

CENTIPEDE

Students belay and encourage each other as they negotiate their way up a series of suspended obstacles.

CHALLENGE COURSE

A well-loved and popular activity with plenty of opportunities for everyone to get involved; it can even get quite competitive sometimes! As your students negotiate the various obstacles that lie ahead, it's an experience that will promote teamwork, lateral thinking, problem solving and decision-making – as well as being physically challenging too.

CLIMBING

Qualified instructors teach students how to recognise and control risks, before learning the basic skills and techniques of climbing with a top-rope belay.



FLYING FOX

Travelling at high speed suspended and harnessed from an overhead cable isn't something forgotten easily! Determination, courage and exceeding limitations are qualities often observed.

GIANT SWING

The ultimate test of nerve and joint decision-making! Members of the group haul the Giant Swing 10 metres into the air with two people in the harness. When both participants agree, they pull the ripcord and swing towards the ground at high speed. The question is...how high will you go?

INITIATIVE EXERCISE

Students participate individually and as part of a team to complete a number of mental challenges, some of which may also require some physical activity to complete. Planning, making decisions and communicating with each other are all skills required in order to accomplish a set task.

LASER TAG

One of our newest and most popular activities. Challenging and fun, students use teamwork and communication skills to lead their team to victory. An exciting way for students to experience laser tag in our beautiful bushland environment.

LEAP OF FAITH

This individual challenge requires determination and courage to climb a six-metre pole. Each student can succeed within their own parameters - even if they don't make the final dive for the trapeze.

LOW ROPE COURSE

Less than a metre off the ground, this activity promotes teamwork and communication. Students negotiate a series of obstacles and challenges which are not as easy or as straightforward as they appear!

ORIENTEERING

Students are introduced to practical map reading by working in small groups on a number of courses. They may develop map reading skills by locating control points within the boundary of the centre. Decision-making, symbol recognition and judgement of distance travelled are all required.

POSSUM GLIDER

The team on the ground pull on a rope, raising the participant almost 15 metres off the ground and up into the tree canopy.

This activity is designed to put the participant outside their comfort zone as they swing around freely. It also encourages communication and teamwork among the rest of the team.

RAFT BUILDING

Build it well or you are likely to get wet! Promoting teamwork, planning and communication skills, students work together to build a raft from different components that will float and which they can steer.

SENSORY TRAIL

Students are encouraged to understand the importance of human senses before being blindfolded and asked to complete a series of activities. This requires students to communicate and collaborate to negotiate a range of obstacles.

SPORTS AND TEAM GAMES

Participants will engage in a variety of mini team games that are fast-paced, fun and energetic. Mini games should lead to larger team games which promote the development of team skills.

TEAM CHALLENGE

A variety of fun adventure activities with physical challenges which require cooperation and participation from everybody in order to complete.



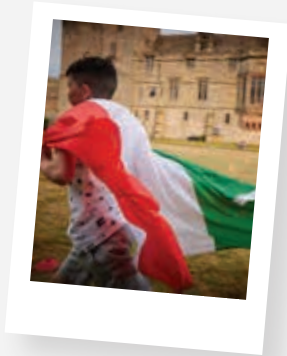
EVENING ACTIVITIES

Your PGL Group Leader (Groupie) will run evening entertainment activities for the whole group. Evening activities are fast-paced and designed to engage all participants. Some evening activities are listed below. Your Groupie will help you choose the right activity for your group during camp.

CAPTURE THE FLAG

An inclusive, high-energy game in which teams work together to capture the opposing team's flag, while avoiding being captured or losing their own. The key to the game is pre-planning, communication and teamwork. The team capturing the other team's flag wins.

ALL AGES



PASSPORT TO THE WORLD

Guests are split into teams and given a list of national flags with a map. Each country on the map represents a plaque to find around centre. Each plaque features the country's flag and has a question relating to the country, which must be answered correctly before moving on to find the next flag and eventually returning to base.

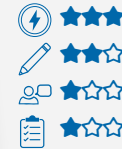
AGE 9-11



CAMPFIRE

(Held outside of fire restriction periods only) Enjoy a traditional campfire run by our Groupies. Younger guests can enjoy songs and games while older guests can relax, share stories and reflect on their shared experiences of the day.

ALL AGES



DISCO

Disco offers participants of all ages and ability levels the chance to dress up and have fun with their friends. With loud, upbeat music and disco lights, guests will be able to dance and play a variety of disco games including limbo, musical chairs, clumps and much more!

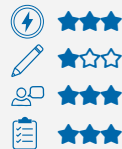
AGE 7-11



PHOTO CHALLENGE

Guests are provided with a list of challenges to complete and capture in a photo. The harder to capture images will win more points and help the winning team. Guests will have an allotted time to complete all the photo challenges.

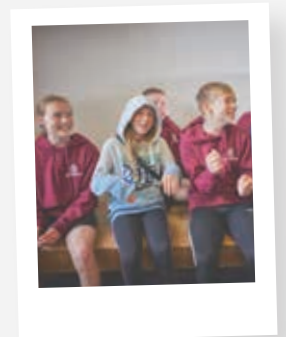
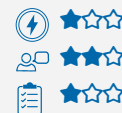
ALL AGES



QUIZ SHOW

In teams, guests are set Q&A-style challenges with lots of interaction and plenty of variety to keep them motivated and to maximise their participation. As well as general knowledge, rounds may include dressing up, dancing and miming.

ALL AGES

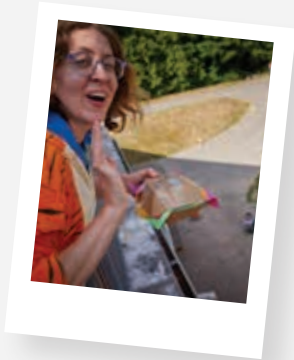
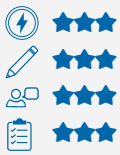


EVENING ACTIVITIES

SPLASH

Each team completes a series of challenges or games in order to earn equipment. The teams then need to use this equipment to build a carrier to protect a water balloon. Great for problem solving, teamwork and communication.

AGE
7-11



ROBOT WARS

With a focus on teamwork and communication, guests are split into teams where one team member will be chosen to be dressed as a robot. The robots are created from cardboard and tape which are earned through challenges. Each team will then compete against each other in a Robot Wars tournament using water, to decide the overall winning team.

WACKY RACES

PGL's own Olympics - a collection of fun relay-style team and individual games designed for active participation by all team members.

KEY

Active / Energetic Creative Teamwork/ Communication Planning/Problem Solving



CATERING

PGL Menus are designed to be delicious, nourishing and appetising for all. Breakfast, lunch and dinner are served buffet style, meaning no ones leaves hungry.

Salad bars are provided at lunch and dinner.

We do our best to cater for special diets but please let us know about these in advance so we can discuss requirements.

Fresh fruit is supplied at breakfast and lunch and we encourage students to take a piece for snacking during sessions.

Morning and afternoon tea of biscuits and cake can be provided at additional cost. Schools may also opt in for supper.

Self serve tea and coffee is available for teachers.



SAMPLE MENU

(Fully Catered)

DAY 1

MID-MORNING

Arrive at camp. Bring packed lunch.

DINNER

Pasta (bolognese, napoli or carbonara)
Garlic Bread
Chocolate Pudding

DAY 2

BREAKFAST

Hash Browns
Baked Beans

LUNCH

Baked Potato with a choice of fillings

DINNER

Chicken schnitzels with toppings
Mashed potato
Strawberry mousse

DAY 3

BREAKFAST

Sausages
Baked Beans

LUNCH

Wraps & baguettes with fillings

Depart camp after Lunch

Available Everyday: A choice of cereals | white, wholemeal & multi-grain toast | preserves | seasonal fresh fruit | salad bar

SAMPLE ITINERARY

DAY 1



Lunch



CLIMBING

Students learn how to recognise and control risks before learning the basic skills and techniques of climbing with either auto belay or 'ground up' belay systems.



Archery



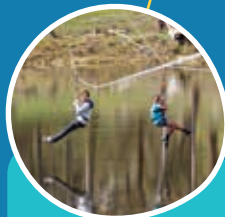
Dinner



CAMPFIRE

Enjoy a traditional campfire run by our Groupies. Younger guests can enjoy songs and games while older guests can relax, share stories and reflect on their shared experiences of the day.

Lunch



FLYING FOX

Travelling at high speed suspended and harnessed from an overhead cable! Determination, courage and exceeding limitations are qualities often observed.



Canoeing



Breakfast

DAY 2



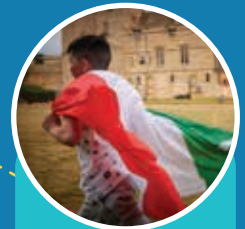
LEAP OF FAITH

This individual challenge requires determination and courage to climb a six-metre pole. Each student can succeed within their own parameters.



Initiative Exercise

Dinner



CAPTURE THE FLAG

An inclusive, high-energy game in which teams work together to capture the opposing team's flag, while avoiding being captured or losing their own.

DAY 3



Breakfast



Team Challenge



Giant Swing

DEPART FOR HOME



ROLES AND RESPONSIBILITIES

The Party Leader is in loco parentis at all times and has ultimate sanction to withdraw children at any time from any program.

There should always be at least one adult from the visiting party available on camp outside sessions when young people are in residence.

Party Leaders are responsible for deciding educational objectives. PGL will advise how we can meet these. Party Leaders are responsible for the ongoing monitoring of guests' progress against these objectives.

The Party Leader's authority is delegated to PGL instructors during activity sessions. The PGL instructors have the right to withdraw an activity for safety or operational reasons.

A supervising adult must be present with each group during activities.

Evening activities & entertainment - PGL will lead evening entertainment, but the Party Leader is responsible for ensuring that at least one adult is present during all the evening entertainment/activity sessions to assist with supervision of the children.

To avoid any confusion, we seek to ensure a clear handover of responsibility for party members from Party Leaders to our staff and vice versa at appropriate points during the day.

The Party Leader is responsible for deciding whether a party member should be referred to a doctor or hospital, with the assistance of our qualified First Aid staff. We may not always be able to provide a vehicle or to assist in transport arrangements. Payment for transport arrangements is the responsibility of the Party Leader.

The Party Leader is responsible for notifying parents of any visit to a doctor, dentist, hospital visit, or other incident affecting a member of their group, if appropriate. He/she must therefore hold a list of contact numbers for next of kin or have 24 hour access to this information.

The Party Leaders and accompanying adults are responsible for ensuring their group adheres to the Code of Conduct.

PGL Group Leaders provide support to the Party Leader outside of session times. The Party Leaders escorting the group retain responsibility for their group's welfare and supervision. All medications required must be supplied and administered by the Party Leader.

Party Leaders and supervising adults are the primary First Aid contacts, and remain responsible for administration of First Aid for their group. PGL staff will assist with First Aid as and when required.

CODE OF CONDUCT

As part of our booking conditions, Party Leaders agree to maintain the discipline and supervision of their party. The following points further amplify our requirements and we would be grateful if you could ensure that your party members comply.

- We ask that party members show consideration for other parties they meet, as well as PGL staff, coach drivers and neighbouring residents.
- It is also important that they show respect for property - coaches, centre fabric and equipment, and all other property. Costs for intentional damage will normally be passed on to the party responsible.
- Party members should be aware of the curfew and restrict noise to a minimum during curfew hours.
- No smoking is permitted in the public areas of PGL camps or on coaches. It is strictly prohibited in all accommodation units and tents. Smoking is only allowed in designated areas.
- Party Leaders should not allow any underage possession or consumption of alcohol at PGL camps.
- Party members must not behave in an anti-social fashion, e.g. use offensive or insulting language, threatening behaviour or bullying.
- Theft or illegal activities will be reported to the police.
- Young people must not leave the camp unless accompanied by a supervising adult.
- Party members must follow the camping code of leaving no trace, treading lightly and protecting the native plants and animals.
- PGL reserves the right to send any party member(s) home for illegal activities, or consistent or gross misconduct. In such cases, the cost will be totally borne by the individual or party.



CAMPASPE DOWNS EMERGENCY CONTACTS

Hospitals & General Care

- **Kyneton Hospital**
7-25 Caroline Dr, Kyneton
PH: (03) 5422 9900
12min from PGL Campaspe Downs
- **Campaspe Family Practice**
7-25 Caroline Dr, Kyneton
PH (03) 5422 2877

If 000 is called the ambulance may head to
Bendigo Hospital
100 Barnard St Bendigo,
PH (03) 5454 6000.

OR

Sunshine Hospital
176 Furlong St St.Albans,
PH (03) 8345 1333.

Both are 1 hour away from Campaspe Downs.

EMERGENCY MANAGEMENT PLAN

[Click here](#) for details.

CERTIFICATE OF CURRENCY

[Click here](#) for details.