

**ark eden**

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# Holiday Camps Handbook

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**Everything you need to know**



This information packet is to keep all child guardians informed. Please read this carefully and refer to this for any questions you may have. Please pass it on to any guardians caring for your child.







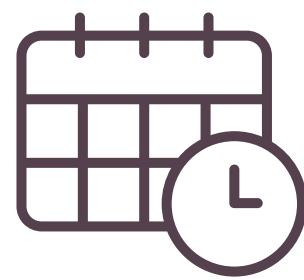
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# Timings

	Regular Schedule	Public Holiday Schedule
AM DROP OFF	<p><b><u>Central Pier 6</u></b></p> <ul style="list-style-type: none"><li>• Be there at 8:35AM</li><li>• Sign in starts at 8:40AM</li><li>• Group on 9:00AM fast ferry</li></ul> <p><b><u>Mui Wo Pier</u></b></p> <ul style="list-style-type: none"><li>• Be there at 9:35AM</li></ul>	<p><b><u>Central Pier 6</u></b></p> <ul style="list-style-type: none"><li>• Be there at 8:20</li><li>• Sign in starts at 8:25AM</li><li>• Group on 9:00AM slow ferry</li></ul> <p><b><u>Mui Wo Pier</u></b></p> <ul style="list-style-type: none"><li>• Be there at 9:50</li></ul>
PM PICK UP	<p><b><u>Central Pier 6</u></b></p> <ul style="list-style-type: none"><li>• Be there at 5:20PM</li><li>• Group on 4:50PM fast ferry</li><li>• <b>Sign your child out before leaving</b></li></ul> <p><b><u>Mui Wo Pier</u></b></p> <ul style="list-style-type: none"><li>• Be there at 4:35PM</li></ul>	<p><b><u>Central Pier 6</u></b></p> <ul style="list-style-type: none"><li>• Be there at 4:50PM</li><li>• Group on 4:00PM slow ferry</li><li>• <b>Sign your child out before leaving</b></li></ul> <p><b><u>Mui Wo Pier</u></b></p> <ul style="list-style-type: none"><li>• Be there at 3:45PM</li></ul>





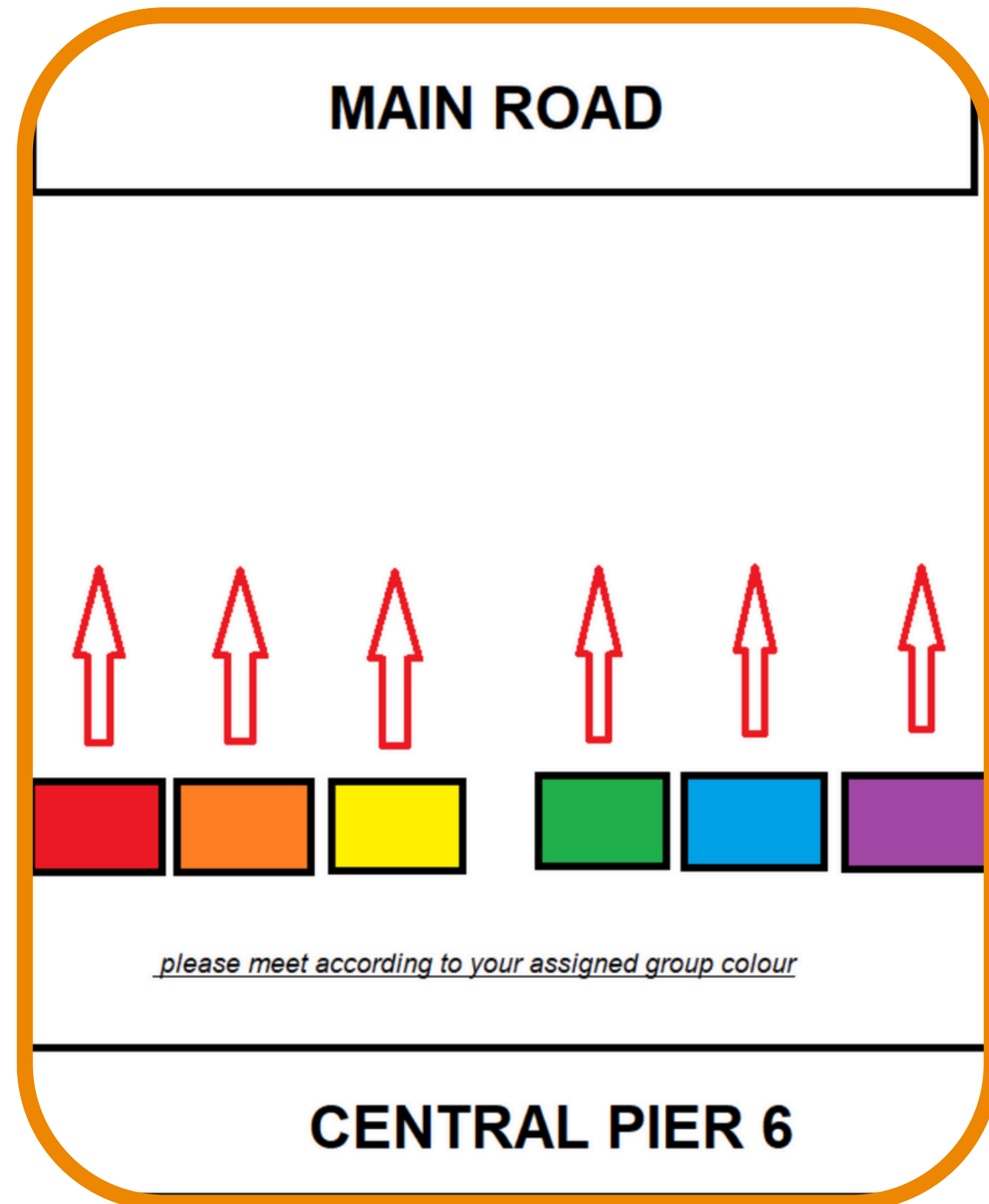


# Meeting Your Group

- You will receive **an email the day before camp** which will let you know which **COLOUR GROUP** your child is in and the **name and contact info for the main leader of that group**
- Please ensure that you arrive on time and that your child is dropped off & signed in with your designated Ark Eden Leader & Colour group



**NOTE:** Please relay this information to the person dropping off and picking up your child as it is vital for safe transporting.







# What to Wear

	Item	Why?
<input checked="" type="checkbox"/>	Comfortable Trainers for Hiking	There is a nature walk to site.
<input checked="" type="checkbox"/>	Thin Long Sleeved Jacket	In case they get cold or the weather changes.
<input checked="" type="checkbox"/>	T-shirt	It is an active day and they often get hot.
<input checked="" type="checkbox"/>	Long Light Trousers (not shorts)	To help protect from mosquitos and other insects.
<input checked="" type="checkbox"/>	Hat/Cap ( <b>no visors</b> )	To prevent heat/sun exposure and keep children safe.
<input checked="" type="checkbox"/>	Mosquito Spray and Sunscreen	For adequate protection. More will be reapplied during the day.



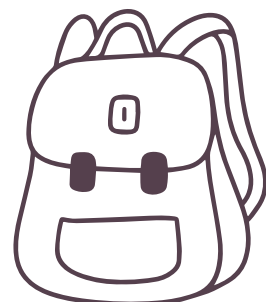
## NOTE:

**Please label all of your child's belongings**

**Layered clothing** is best to ensure your child is **prepared for changing conditions.**

**Please look at weather conditions in the morning** so that your child is comfortable.





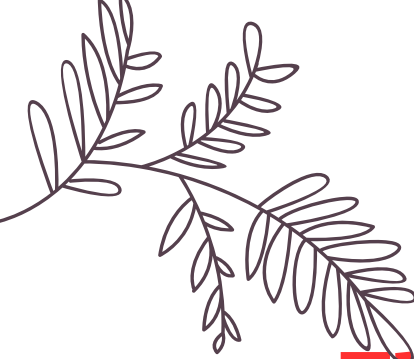
# What to Bring



**NOTE:**  
Please label all of  
your child's  
belongings.





	Item	Why?
<input checked="" type="checkbox"/>	Small lightweight backpack with two straps	Your child will be in charge of carrying their own belongings .
<input checked="" type="checkbox"/>	Healthy packed lunch <b>and</b> snacks (no nuts)	See packed lunch slide for more information.
<input checked="" type="checkbox"/>	Refillable Water Bottle	Staying hydrated throughout a busy day is a necessity.
<input checked="" type="checkbox"/>	Octopus card - Topped up with 50HKD	For children being picked up in central.
<input checked="" type="checkbox"/>	Water shoes for wet play / Raincoat if rainy Note: If you don't have water shoes, any spare pair of closed toe shoes that can get wet are okay.	We have a small stream on site that children love to play in and need to wear shoes for safety purposes. It is also good to have a spare pair for comfort! A raincoat to be comfortable in the rain.
<input checked="" type="checkbox"/>	Spare clothes (t-shirt, shorts/pants, underwear, socks)	Life is unpredictable - Clothes may get wet/dirty and your child's comfort is very important!





# What Not to Bring

**This is to ensure that the children are safe, have fun and that our site stays waste free!**

	Item	Why?
	<b>No phones/ watches/ tablets (or must keep in bags at all times)</b>	We want the children to get the most out of the outdoor experience. Technology can hinder their social interactions and their ability to be present and connect with nature.
	<b>No single-use plastic</b>	Please help us protect the environment! We do not have rubbish bins on site.
	<b>No wet wipes</b>	Wet wipes contain plastics that do not decompose. We have washing up stations with soap provided.
	<b>No personal toys</b>	We want the children to have a new experience. Also, problems arise when items get lost and broken.

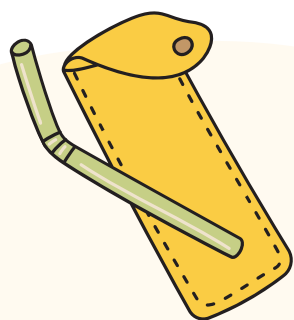




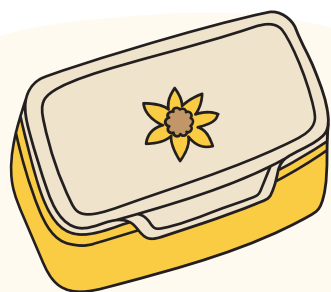
# Zero Waste Lunch



**Note:** A packed lunch AND snack is required on **ALL** days



**No single use plastic**



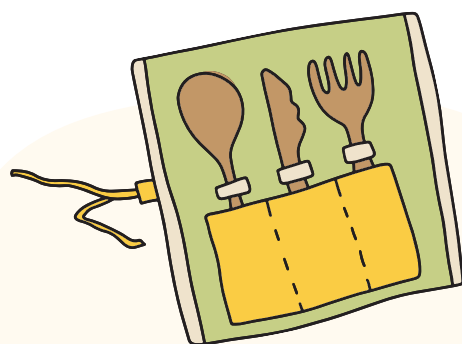
**Reusable Containers**



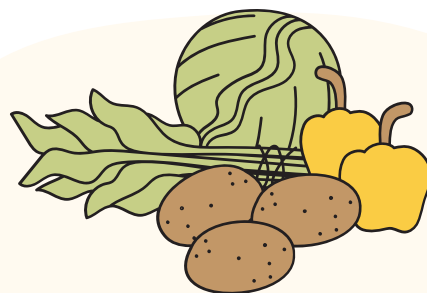
**Reusable bags**



**Reusable Water Bottle**



**Reusable cutlery**



**Healthy and fresh foods**







# Zero Waste Lunch

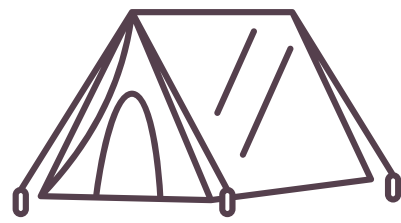
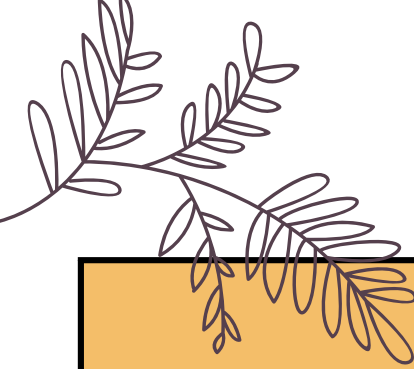
Examples from Ark Eden campers



**Note: If children bring single use plastic - they will need to carry it home with them**







# Overnight Camps

**(not applicable unless registered)**

## What to Pack in your Overnight Bag (Pully Bag or Backpack)

<input checked="" type="checkbox"/>	Headlamp or Torch with batteries	<input checked="" type="checkbox"/>	Extra socks and underwear
<input checked="" type="checkbox"/>	Small Towel	<input checked="" type="checkbox"/>	Long cotton trousers (to prevent mosquito bites)
<input checked="" type="checkbox"/>	Roll Mat	<input checked="" type="checkbox"/>	Pillow Case (to be stuffed with clothes for a pillow)
<input checked="" type="checkbox"/>	Sleeping Bag	<input checked="" type="checkbox"/>	Rubber slippers (to go to the toilet at night)
<input checked="" type="checkbox"/>	Change of clothes (shorts, trousers, t-shirt, sweatshirt)	<input checked="" type="checkbox"/>	Small toiletries bag with toothpaste, toothbrush, soap and hairbrush
<input checked="" type="checkbox"/>	Pyjamas	<input checked="" type="checkbox"/>	Reading book (for quiet time at night)



**Note: Your child's DAY BAG and OVERNIGHT BAG MUST be separate so that your child can access daily items easily, especially for offsite days. Our team will pick up your child's overnight bag at Mui Wo Pier - they will not be required to carry it to site.**




# FAQ

<b>Q:</b>	<b>Why do I have to pack a lunch if food is mentioned in the programme?</b>	<b>A:</b>	When we provide food on programme, it is a small portion and given as a snack. Packing a lunch is mandatory.
<b>Q:</b>	<b>My child won't get wet or dirty, do I need to pack spare clothes?</b>	<b>A:</b>	Yes, please pack spare clothes. Children are unpredictable. They often get wet/dirty even when trying not to. Their comfort is very important!
<b>Q:</b>	<b>What colour group is my child in?</b>	<b>A:</b>	You will receive an email the day before each camp your child has registered for with this information. <b>NOTE: colour groups may change from day to day</b>
<b>Q:</b>	<b>Can I send an adult (helper/auntie) with my child for the day?</b>	<b>A:</b>	No. We have trained staff to care for and keep your child safe. Having other adults on site hinders their independence and overall experience. It is also important for the safety of other children that outside adults are not present.





# FAQ

<b>Q:</b>	<b>My child can't swim, can they still join?</b>	<b>A:</b>	Yes, they can join on most days except the days that have the symbol on the schedule poster. 
<b>Q:</b>	<b>What is the child to leader ratio?</b>	<b>A:</b>	There will be <u>8-12</u> children to <u>2</u> camp facilitators for each colour group. There can be up to 60 kids per camp.
<b>Q:</b>	<b>Will the parents receive any photos at the end of camp?</b>	<b>A:</b>	Yes, our team will try their best to take photos of each camp. Any photos taken will be shared on the Ark Eden Facebook Page at the end of each week. However, our leaders prioritise safety and engaging your children through fun activities over photo-taking.
<b>Q:</b>	<b>Are there any Mandarin/Cantonese speakers on site?</b>	<b>A:</b>	We have Cantonese/ Mandarin speaking leaders on site, but aren't on everyday. If you feel your child may need help, <b>please email us ahead of time.</b>
<b>Q:</b>	<b>Will camps go on if there is expected bad weather?</b>	<b>A:</b>	Yes, we will continue with camps if rain/heavy rain occurs. We will move the activities to covered shelters on site.



# Meet our Holiday Camp Team



**Vanessa Staples**

Camp Coordinator  
First Aid Officer



**Danielle Fitzgerald**

Programme Director  
First Aid Officer



**Ben Powrie**

Head Facilitator  
First Aid Officer



## **Seasonal Camp Facilitators**

All Seasonal Camp Facilitators:

- complete regular training on procedures, regulations and first aid scenarios
- have an up to date SCRC
- have previous experience with children





# Contact

For immediate problems on the day and all other concerns, please contact our Camp Coordinator:

WhatsApp: +852 5117 4537 (Vanessa) | Office: +852 2988 5355

Email: [info@arkednonlantau.org](mailto:info@arkednonlantau.org)



Address: 11 Tung Hang Mei, Mui Wo, Lantau Island, Outlying Islands, HK

