

Camp Preparations

ITINERARY

- View www.urbancamp.org.au/venue_listing.htm for ideas of venues to visit and costs involved
- View sample programs for ideas: <http://www.urbancamp.org.au/planning.htm>
- E-mail a **'wish list'** of activities in order of preference along with the following details:
 - a) Number of students and teachers/adults
 - b) Arrival and departure time to and from Melbourne
 - c) Transport mode to and from Melbourne
(School groups arrange their own transport to and from Melbourne – V/Line or Charter Bus. Urban Camp meet groups arriving at Southern Cross Station for luggage pick up and drop off)
 - d) Advise if using public transport to travel between venues
(Urban Camp staff can arrange group travel paper tickets the week prior to camp and provide on arrival. Ticket cost is added to final camp invoice that is issued post camp)



An itinerary will be developed based on your selections and venue availability. Once everything has been booked and confirmed, a copy will be typed and forwarded. This can be used for student camp diaries.

Note, we require all groups to check in at Urban Camp by 4:30 pm on the first day for a camp briefing.



VENUE INFORMATION

- Once your itinerary has been created and venues have been booked, venue education coordinators will send confirmations and pre visit planning information.
- We recommend taking the time to review this information carefully as it will entail details on what is required on the day of the visit, where the school entrance is, what to bring, risk assessments, cost and teacher charges, as well as classroom activities to maximum the most from the learning outcomes offered.

CAMP INFORMATION

Costs: www.urbancamp.org.au/costs.htm

Accreditation:

www.urbancamp.org.au/accreditation.htm

Emergency Procedures:

www.urbancamp.org.au/emergency.htm

Public Transport:

www.urbancamp.org.au/public_transport.htm

A month prior to camp, we will send forms requesting a mobile contact number for camp, gender breakdown of group and dietary needs. Thank you for returning those forms by the listed return date.

Dorms and sleeping will be allocated closer to camp and once paperwork has been returned to us.



WHAT TO BRING

Refer to Packing

www.urbancamp.org.au/documents/UC_Planning_Visit_packing_list.pdf

Remind parents that their student will be carrying their own bag, lifting into bus or camp van and that Urban Camp has an upstairs sleeping area.



We look forward to assist with your program 😊