

## Site Restrictions

**Applies to everyone on site, in whatever capacity they may be acting.**

### ***Site Alcohol Restriction.***

Adults should not consume alcohol in an area that is visible or accessible by under 18 year olds.

Adults should not consume alcohol in the presence of under 18 year olds.

Under no circumstances should young people under the age of 18 be allowed to consume alcohol on the site.

During Scouting events, which are attended by under 18 year olds, the following applies:

- At any one time at least two adults, depending on the size and nature of the event, must not consume alcohol.
- Any adults who do consume alcohol must not interact with young people and should be 'off duty'  
During 'off duty' periods, adults also need to take into account the effects alcohol can have and how it may affect their fitness to fulfil their Scouting / Leader duties.

### ***Site Smoking Restriction.***

During 2006 and 2007 new legislation came into force around the UK to ban smoking in public places.

All buildings on the site, including marquees and tents at camps or activities are smoke free. This means you must not smoke in our buildings or adjacent to a building such that smoke could drift in to them. (At least 10 feet from doors or windows)

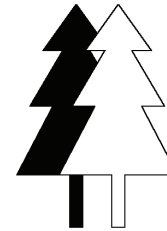
Adults should not smoke in an area that is visible or accessible by under 18 year olds.

It is unacceptable to allow young people (under 18 ) to smoke while on the site.

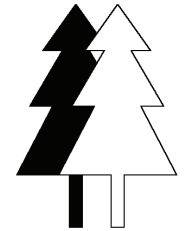
The well being of the young people on our site is paramount and we must ensure that no young person is subjected to tobacco smoke.

Adults who smoke in full view of young people are not providing a good example.

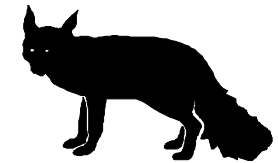
## ***SOLENT SCOUT TRAINING CENTRE***



***LYONS COPSE,  
SHEDFIELD,  
HAMPSHIRE***



**LYONS COPSE is situated in beautiful Hampshire countryside, within easy reach of Portsmouth, Southampton and Winchester. This stunning site consists of 38 acres of campsites, indoor accommodation and adjoining woodland.**



**Please read this booklet and the enclosed rules and pass on all the relevant information to your Leaders and all others using the site.**

**SOLENT SCOUT TRAINING CENTRE**

Lyons Copse, Sandy Lane  
Shedfield  
Southampton  
Hampshire  
SO32 2HQ

On-site telephone  
01329 834034  
(not normally manned)

Visit our web site at **www.lyonscopse.org.uk**

MAP REFERENCE SU 551 142  
Ordnance Survey Landranger series (1:50,000) Number 196, Solent  
Ordnance Survey Explorer series (1:25,000) Number 119, Meon Valley

**All bookings and enquiries to be made through**

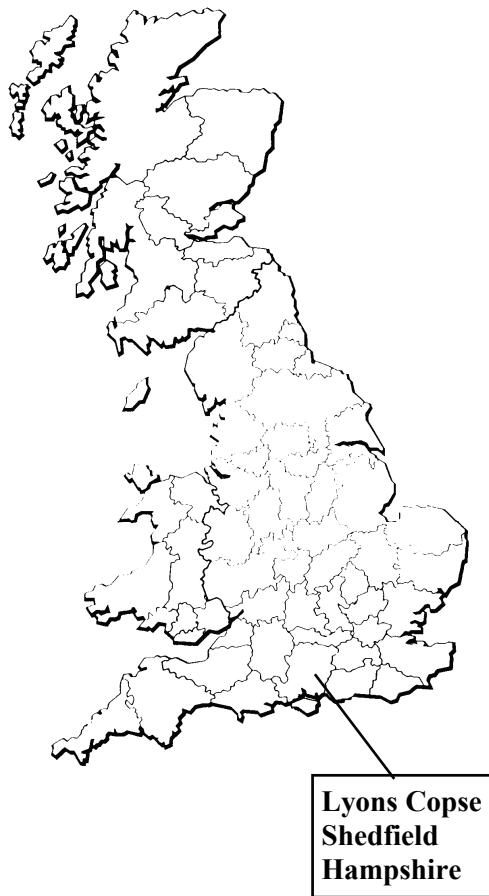
The Booking Secretary  
Mrs M Freemantle

Mail to  
Solent Scout Training Centre  
Lyndhurst  
The Avenue  
Bishops Waltham  
Southampton  
SO32 1BN  
Tel 0845 053 3499

Email  
lyons.copse@scouts-hants.org.uk

The Site Warden  
Alan Crabb  
Tel 01489 892091

Solent Scout Training Centre is  
"A Registered Charity"  
number 302293



*Note: Block bookings for whole weekends are not accepted as other site users may require access to facilities.*

**Estimated number in group - 16 years and under** ..... **over 16 years** .....

**Leader in charge (Mr / Mrs / Ms / Miss)** .....

**Address** .....

.....

..... **Post Code** .....

**Telephone No(s)** .....

**Email address;** .....

**I have read the site rules covering Solent Scout Training Centre (see web pages) and will ensure that all members of my group observe them.**

**Signed** ..... **Date** .....

**Note:**

Booking by non Scout Association members will only be accepted if the Form of Indemnity, has been completed and signed. The Scout Association has a code of conduct for Child Protection. Non Scout or Guide groups are required to accept this code as a condition of using the Solent Scout Training Centre. Please complete and sign the declaration.

I wish to book the following facilities on behalf of :-

Group / Organisation .....

Scout / Guide District .....

County .....

Section (eg Cubs) .....

**Please indicate if a Day Visitor Only**  Estimated arrival time on site .....

**Tick relevant boxes below**

*Please check with the Warden on arrival and before using the facilities to comply with our site safety policy.*

These facilities are normally allocated in three hour sessions: 10-1pm, 2-5pm & 6-9pm

Campfire Circle	<input type="checkbox"/>	Date and Time .....
Climbing Tower	<input type="checkbox"/>	(No equipment provided) Date and Time .....
Rafting Equipment	<input type="checkbox"/>	(All equipment provided) Date and Time .....
Traverse Climbing	<input type="checkbox"/>	Date and Time .....
Low Ropes Trail	<input type="checkbox"/>	Date and Time .....
Exercise Course	<input type="checkbox"/>	Date and Time .....
Area for Archery	<input type="checkbox"/>	(No equipment provided) Date and Time .....
Shooting Range	<input type="checkbox"/>	(No equipment provided) Date and Time .....

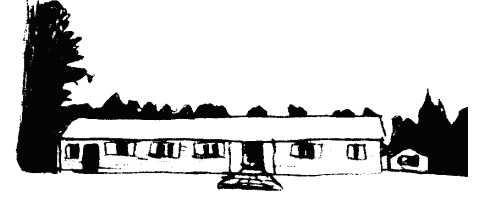
**NOTE** You must have written permission, via the Booking Secretary, to bring archery equipment onto the site.

**NOTE** You must have written permission, via the Booking Secretary, to bring rifles onto the site.

## FACILITIES

*Note: All portable electrical appliances used on the site must be PAT Tested*

- Pine Cabin:** 8 x 20 metres comprising large hall, kitchen, two small Leaders rooms with beds for 8, and toilets (no other beds). Tables and chairs available. Gas cooker, hot water and electrical appliances are included in the hire charge. Cooking utensils and place setting for 40 available on request. Main hall electricity on a £1 slot meter. Adjoining field for camping and activities. (The Cabin cannot be used as alternative wet weather accommodation for campers unless previously booked.) Dogs are not permitted in any building. No portable gas heaters to be used in the Cabin.
- Bunk House.** Two additional cabins (one six bunk bed and one five) are available in separate blocks (no facilities).
- Three large camping fields** consisting of various sites and separate patrol areas.
- Mains water** supply is metered and should therefore be used sensibly.
- Three separate toilet blocks** with flush toilets.
- Showers** integral at all toilet blocks. Token from Duty Warden.
- Tuck Shop** on site. Bottled gas refills also available on site.
- Large campfire** circle.
- Small pond with** rafting facilities available.
- Car Parking** areas, NO VEHICLES ON CAMPING AREAS, trolleys provided.



There is limited timber available on site. In no circumstances must trees be cut down or damaged. Please do not pick the flowers.

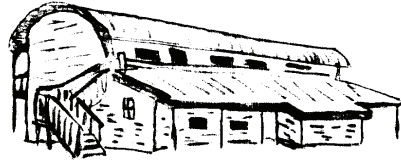
**SITE ACCESS** The site is open all year around, except for the Christmas and New Year period (i.e. school holiday time). Camping is restricted in Dec, Jan and Feb and bookings are not normally accepted for this period. The site barrier is closed between the hours of 11 pm and 7 am each night.

cont.

## FACILITIES Cont.

*Note: All portable electrical appliances used on the site must be PAT Tested*

- Lyons Lodge:** An oak clad two storey building sited in the Phillimore Field, suitable for able bodied people and those with special needs. The building is centrally heated. All fuel costs for heating, showers, hot water and cooking are included in the hire charge.



**Ground floor** - Main hall size approximately 9x9 metres.

Tables and chairs for 50 people.

Fully fitted kitchen with food storage area, fridge, freezer, cooking utensils, cutlery, china, etc. for 40 people.

Office and first aid room, which can double as accommodation for people with ambulatory difficulties.

Toilet and shower facilities, including disabled toilet area.

**First floor** - Bunked sleeping accommodation for 36 people, divided into 5 four bedded and 2 eight bedded rooms. Bedding not supplied.

Bathroom and toilets.

Access via covered outside staircases.

The upper floor is separated from the ground floor; both can be individually locked. Children must be supervised by an adult at all times on the upper floor. Dogs are not permitted in any building.

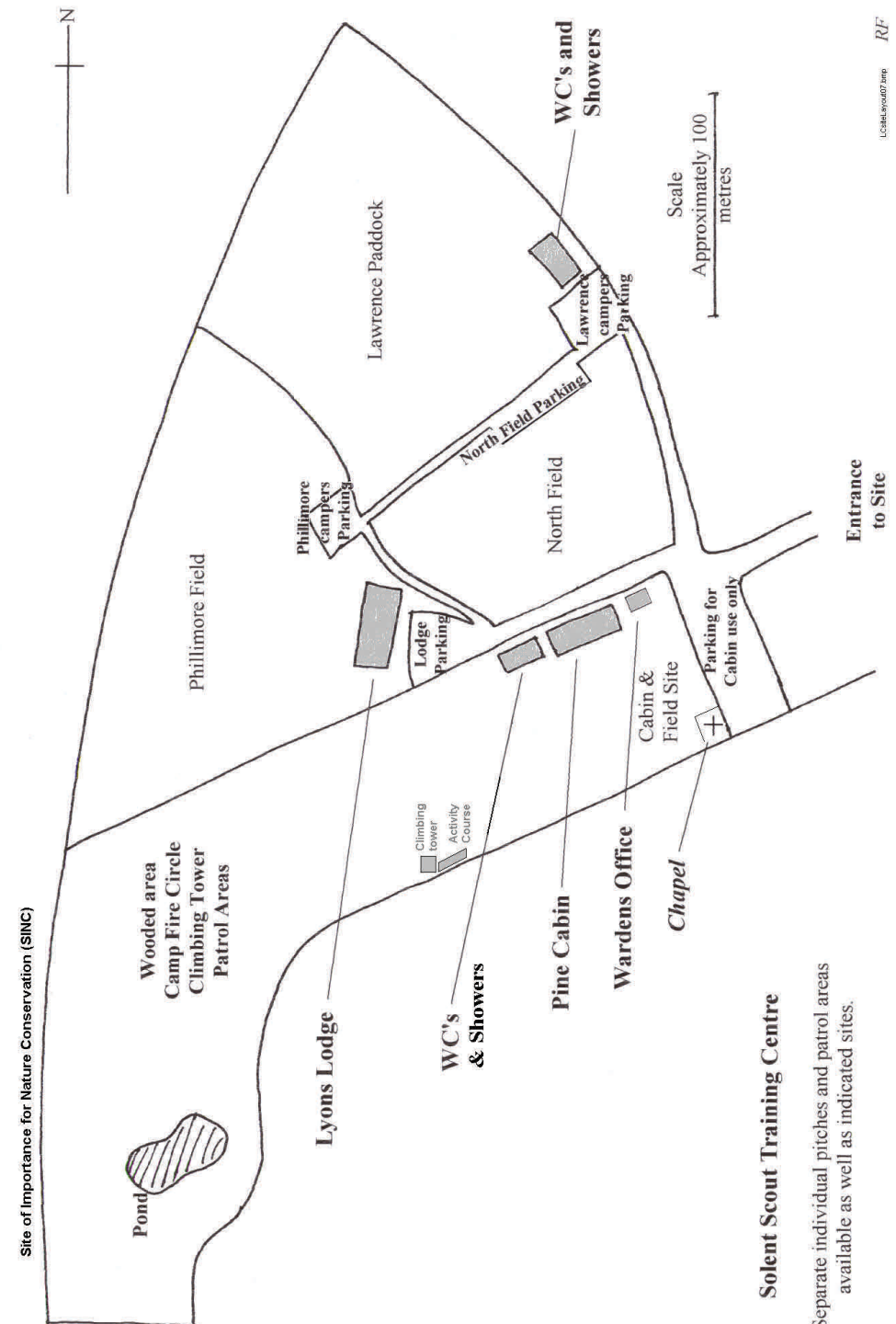
## Site Utilities

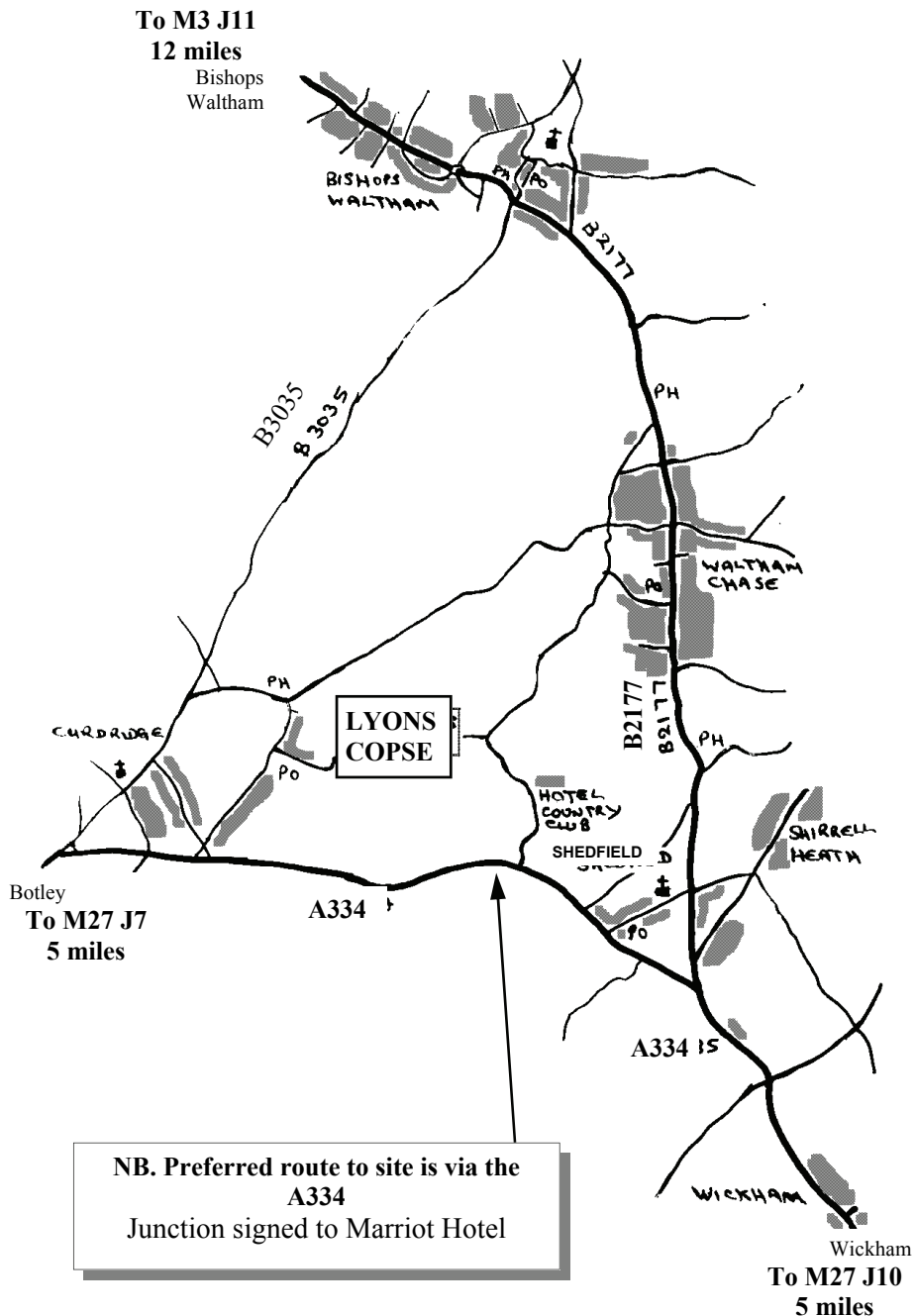
All utilities on site including water, light and gas for use in the buildings is included, except where stated.

Where site utilities are used for other activities, such as swimming pools and bouncy castles, an additional charge is made on a daily basis.

**FIRST AID** is the visiting group's responsibility, but all accidents must be reported to the Duty Warden.

**ACCIDENTS and DAMAGE** The Scout Association and Solent Scout Training Centre cannot accept liability in case of personal injury to visitors and/or campers, or for the loss and/or damage to their property no matter what the cause may be.





## Activities

### Book with the Booking Secretary

An Activities Request Form is available from the web site.

Climbing / Abseiling tower for use by members of the Scout and Guide associations only.

- You must provide your own instructor and equipment for this activity.

Rafting - all equipment provided.

Rifle Range - You must provide your own instructor and equipment for this activity.

*(Climbing Tower, Rafting & Shooting Range carry a small fee, for all other activities there is no fee)*

Transverse Climbing Wall

Low Rope course.

Obstacle course.

Exercise course.

Campfire circle.

Archery Area

### Details available from the Booking Secretary

Archery Instructor

Climbing Instructor

### Book with the Duty Warden on arrival - no fee payable

Pond - suitable for nature studies or water based pioneering projects.

Two levels of Orienteering courses, maps available.

Compass course.

### To borrow from the Duty Warden - no fee payable

A variety of local map walks, just bring a compass!

Nature study set.

2 swingball sets.

2 parachutes.

### For hire from the Duty Warden - hiring fee payable

2 giant Connect 4 sets.

2 giant Jenga sets.

## FURTHER INFORMATION

Milk and bread & Fruit/Veg/Eggs Delivered by prior arrangement with McCartheys Fruit & Vegetables, (shop on the road between Shedfield and Wickham) Tel 01329 832221

General Stores Waltham Chase Post Office, Tel 01489 892333 open early to eight.

Convenience Store All Days, Winchester Rd. Waltham Chase. open early to late

Fish & Chip Shop Paul's Plaice, High St, Bishops Waltham Tel 01489 891017 (portions are big!)

Super Markets Budgens, Winchester Rd, Bishops Waltham Tel 01489 892706

Mini Market Co-Op, The Square, Wickham, Tel 01329 832151

Super Store, Sainsbury's, Hedge End, Tel 01489 790452

Other shopping facilities available in Bishops Waltham and Wickham:

Local Bus Services First, Tel 023 9286 2412  
Solent Blue Line Tel 023 8061 8233  
Stagecoach, Tel 0845 121 0180

Nearest Railway Station Botley, Tel 023 8022 9392

Doctor The Surgery, Houghton Way, (behind The Community Centre), Wickham Tel 01329 833121

Hospital Queen Alexandra (QA), Cosham, Portsmouth Tel 023 92379451

Police Police Station, Quay Street, Fareham Tel 01329 236211

14. POND AREA: All activities in the pond area must be supervised by a responsible person who must ensure that all necessary precautions are taken and that the Lifebelts are on the posts. Please arrange with the Duty Warden.

15. ASSAULT COURSE: All activities on or near the Assault Course area must be supervised by a responsible person and arranged with the Duty Warden.

16. CLIMBING TOWER is only to be used under the supervision of qualified personnel and should be booked through the Booking Secretary. All equipment to be supplied by user.

17. AERIAL RUNWAYS Constructed by members of the Scout Association can only be used by members of the Scout and Guide Movements (i.e. not family visitors at family camps, etc).

18. PEOPLE bringing dogs onto the site are liable for any damage or injury caused by the animal. They must also clear and hygienically dispose of their dog's faeces. Dogs must be kept on a lead at all times. Dogs are not permitted in any buildings.

19. RADIO & TELEVISION RECEIVERS: The use of these is permitted, but consideration must be given to others on site at all times to avoid annoyance to neighbours and the volume must be turned down if instructed to do so by a leader.

20. NOISE: All campers are required to keep noise levels to a minimum on their sites between 10:30pm and 7:00am. Wide games and night games must be notified to the Duty Warden.

21. ENTERTAINMENT: Any groups wishing to have musical entertainment (Disco, Dance, etc.) after 10:30pm must inform the booking secretary at time of booking.

22. NO TRAFFIC movements on or off the site between the hours of 11:00 pm and 7:00 am, except for emergencies. The site barrier is closed and locked during these hours.

23. A "One-Way" traffic system operates on the site. All drivers must follow direction signs and instructions from site personnel.

24. Intention to have a **licensed bar** on site must be indicated to the booking secretary at the time of booking and the bar will only be permitted between the hours of 7pm and 10:30pm.

25. Intention to use **Fireworks** on the site must be notified in writing to the Booking Secretary and Site Warden at least one week before the event.

**THESE RULES MUST BE BROUGHT TO THE ATTENTION OF ALL PERSONS USING THE SITE FOR ANY PURPOSE**

## RULES TO BE OBSERVED BY ALL SITE VISITORS AND CAMPERS

1. ALL CAMPS AND OTHER VISITS to the Centre MUST be arranged in advance with the booking secretary: See page 2 for contact details.
2. CAMPERS AND OTHER VISITORS must report to the Duty Warden on arrival and before departure.
3. VEHICLES are not allowed on the camping fields and are to be parked in the designated car parks. The Duty Warden may grant permission in exceptional circumstances.
4. TREES: Knives, axes and saws are not to be taken from the camping areas into the woods, unless supervised by a leader. No cutting of standing timber is permitted.
5. FIRES: Bottled gas or charcoal is recommended for cooking. Only limited stocks of wood are available on site. Altar fires must be used at all times. There are a limited number available on site, see warden. There is an ash pit next to the fire store.
6. RUBBISH: All rubbish that cannot be burnt must be flattened as much as possible. All rubbish to be **bagged** and placed in skip in main car park.
7. WASHING UP must only be carried out in the camping areas (not at the stand pipes or in the toilets). Please remember that the water is metered.
8. WASTE WATER POINTS: One is situated between the cabin and the toilet block and the other to the North of the toilet block in Lawrence Paddock. Please do not dig wet pits.
9. CHEMICAL CLOSETS: If these are used, please contact the Duty Warden before emptying.
10. ALL USERS OF THE SITE are expected to co-operate with the Duty Warden for the harmonious and orderly conduct of camping and activities.
11. ACCIDENTS: All accidents occurring on the site must be reported to the Duty Warden where a hospital or doctor is involved.
12. BOUNDARIES: All personnel are to remain within the boundaries of the site at all times, except when using public footpaths on a planned activity. This is to avoid annoyance to neighbours and damage to adjoining properties.
13. TOILET BLOCKS: The cleanliness of the toilet blocks is the responsibility of all groups using the site and agreement should be reached between the units as to the cleaning programme to be followed. The toilets within the Cabin & Lodge are for the use of the hirers of those buildings only. Cleaning materials are available from the Duty Warden.

## LONG STAY CAMPERS - PLACES TO VISIT

**Marwell Zoological Park** - Instead of bringing animals from the wild, Marwell specialises in breeding endangered species and working towards being able to return them to their native home.

**Mid-Hants Railway** - A steam railway known as the Watercress Line runs from Alresford to Alton.

**Portsmouth** - Portsmouth and its environs offer a wealth of Naval and Military history including HMS Victory, HMS Warrior, The Mary Rose, The D-Day Museum, The Royal Marines Museum, **Gosport** Submarine Museum and **Portchester** Castle.

**Southampton** - Water front development and historic City from Roman times to the golden age of the seaplane. Walk the medieval walls, or follow the Titanic Trail around the city and much more. Also the **Southampton Hall of Aviation**.

**Winchester** - Full of historical interest. Once the capital of England with the 900 year old cathedral of Norman origin and the Great Hall which is home to the Round Table associated with the legendary King Arthur. There are also several military and other museums.

**Intech** - Science Centre & Planetarium near Winchester. A hands on voyage of discovery into the technologies that shape our lives. At Intech you can move it, turn it, wind it, watch it and build it.

**Isle of Wight** - Trips on ferry boats over to the island run from either Portsmouth or Southampton.

**Swimming** - Leisure centres at Eastleigh, Fareham, Portsmouth or Winchester all have swimming facilities.

**Brownsea Island** - Take the train from Botley (change at Eastleigh) to Pool and the ferry over to Brownsea Island for a day out.

See our web site for more ideas at [www.lyonscopse.org.uk](http://www.lyonscopse.org.uk)

## BOOKING INFORMATION

Please contact the Booking Secretary for availability, then complete the Booking Form and return (address inside front cover), with the appropriate deposit(s) and a S.A.E. for confirmation, to the booking secretary.

Booking forms can be downloaded from [www.lyonscopse.org.uk/booking.html](http://www.lyonscopse.org.uk/booking.html)

Provisional bookings will only be held for three weeks pending receipt of completed booking form and deposit, **thereafter deleted**.

A **Booking Deposit** is required with all bookings. For amount required please see the separate charge sheet available on the web.

All Deposits are non-transferable and non-refundable in the event of cancellation, unless building/site can be re-let.

Please make cheques payable to SOLENT SCOUT TRAINING CENTRE.

A **Security Deposit** will be required with the booking deposit for the Lodge and the Pine Cabin. Please enclose this on a separate undated (or dated with the date of your stay) cheque in an unsealed, stamped, self addressed envelope. It will be held and returned in full if the premises are left in a clean and tidy state, with no damage, breakage or loss.

For amount required, please see the separate charge sheet on the web site.

Payment of the full fee (less deposit paid) should be made to at the time of arrival on the site to the Duty Warden. **Camping without payment of full fees is not permitted.**

**Child Protection:** Bookings from non-Scout/Guide Association organisations must be accompanied by a completed and signed declaration to comply with the Scout Association Child Protection Policy and Local Safeguarding Authority requirements.

### Charges

For scale of charges, see separate sheet, or visit our web site.

Cheques payable to SOLENT SCOUT TRAINING CENTRE.

Charge are made for use of Site Activities by non-residents

**Postage:** Please ensure you fix the **correct postage** for size and thickness on your correspondence.

*It is the policy of the Scout Association to safeguard the welfare of all members by protecting them from neglect and from physical, sexual and emotional harm.*

### **Code of behaviour**

- Do** treat everyone with dignity and respect
- Do** set an example you would wish others to follow
- Do** treat all young people equally - show no favouritism
- Do** plan activities which involve more than one person being present, or at least which are within sight or hearing of others
- Do** Follow the recommended adult/young people ratios for activities
- Do** respect a young person's right to personal privacy
- Do** avoid unacceptable situations within a relationship of trust
- Do** have separate sleeping accommodation for leaders and young people
- Do** allow young people to talk to about any concerns they may have
- Do** encourage all to challenge any attitudes or behaviour they do not like
- Do** avoid being drawn into inappropriate attention seeking behaviour
- Do** Ensure a no alcohol policy when young people are in your care
- Do** Make everyone aware of the child protection procedure
- Do** remember that someone else might misinterpret your actions, no matter how well-intentioned
- Do** Keep other Leaders informed of where you are & what you are doing
- Do** remember this code even at sensitive moments e.g. when responding to bullying, bereavement or abuse
- Do** Take any allegation of abuse seriously and refer immediately
- Do NOT** trivialise abuse
- Do NOT** form a relationship with a young person that is an abuse of trust
- Do NOT** permit abusive peer activities e.g. initiation ceremonies, bullying
- Do NOT** engage in inappropriate behaviour or contact - physical, verbal, sexual
- Do NOT** play physical contact games with young people
- Do NOT** make suggestive remarks or threats to a young person, even in fun
- Do NOT** use inappropriate language - writing, phoning, email or internet
- Do NOT** let allegations, suspicions or concerns about abuse go unreported
- Do NOT** rely on your good name to protect you



DECLARATION



As Solent Scout Training Centre is a Scout Campsite and Activity Centre, all users must agree to abide by The Scout Association's child protection Code of behaviour. This code is contained in the site booklet and on the web. In particular it must be understood that any contravention of the code of practice could lead to The Scout Association initiating its own reporting and referral procedures.

Prior to any booking being accepted at The Solent Scout Training Centre, the following declaration must be completed and signed.

I accept The Scout Association's child protection code of practice and agree that the party I am leading will abide by it. I also confirm that all adults in my party have been deemed suitable to work with children and young people and undergone appropriate CRB checks.

Name of Organisation .....

Position held .....

Name (please print) .....

Address .....

.....

.....

Signed .....

Date .....

This form must be completed and signed when making a booking, except when the reservation is for exclusive use of members of the Scout Association.

FORM OF INDEMNITY

TO: *The Solent Scout Training Centre* (Lyons Copse, Shedfield)

NAME: \_\_\_\_\_ TELEPHONE \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

REPRESENTING: \_\_\_\_\_

In consideration of permission to use the facilities on your property, we agree that we will at all times hereafter indemnify and keep you indemnified from and against all liability for personal injury and for loss or damage cost claims and expenses directly or indirectly connected with or arising out of the granting of such permission (other than those arising out of the acts or omission of The Solent Scout Training Centre its servants or agents).

\* We agree effectively to insure against all claims arising from the exercise of the permission or from any negligence or default in connection with the use of the premises or any activity therein (whether authorised or not) so as fully to satisfy all claims for which we may be liable under this Permission and on demand to produce evidence of insurance. \*

\* Delete if not invoking and covered by your organisation.

SIGNED: \_\_\_\_\_

DATED: \_\_\_\_\_

Please Print

I wish to book the following facilities on behalf of :-

Group / Organisation .....

Scout / Guide District .....

County ..... Section (eg Cubs) .....

### *Please tick relevant boxes*

Day Visitor only

Camping Site

Camping Area for Activities use only  Number of sites / area required

Note: *Lawrence Paddock is 4 sites, Phillimore Field is 3 sites & North Field is 2 sites.*

Lyons Lodge Building  with Kitchen Equipment  Separate Bunk House A

Pine Cabin and Field  with Kitchen Equipment  Separate Bunk House B

**Site Activities can be requested using our separate request form.**

**Estimated number in group - 16 years and under** ..... over 16 years .....

Date of arrival ..... approx. time .....

Date of departure ..... approx. time .....

Leader in charge (Mr / Mrs / Ms / Miss) .....

Address .....

..... Post Code

Telephone No(s) .....

Email address; .....

**Prior approval** must be obtained through the Booking Secretary before arranging a Disco or Bar.

Intention to use **Fireworks** must be notified to the Booking Secretary & Warden in advance. See rules 21, 24 & 25.

**Playing of Music or showing DVDs is considered a Public Performance** and requires a license. See the

“Restrictions” page on our web site, which also includes restrictions on Smoking and consumption of Alcohol.

**I have read** the site rules covering Solent Scout Training Centre (see web pages) and will ensure that all members of my group observe them.

**I enclose** the non-refundable deposit and a security deposit if booking Lyons Lodge or Pine Cabin. (For scale of charges see web site “Site Charges” page.) Cheques made payable to “Solent Scout Training Centre” please.

Signed ..... Date .....

### **Note:**

Booking by non Scout Association members will only be accepted if the Form of Indemnity, has been completed and signed.

The Scout Association has a code of conduct for Child Protection. Non Scout or Guide groups are required to accept this code as a condition of using the Solent Scout Training Centre. Please complete and sign the Declaration Form.

*For Scout Patrol Camps & Explorer Scouts the Leader must countersign this form and issue an “Event Passport”.*

Scout Leader’s Signature ..... Date .....

Please Print name ..... Telephone No .....

*When complete return this form to the Booking Secretary (refer to web pages), with the appropriate deposit(s) and two S.A.E. for confirmation of the booking and return of your security deposit.*