



LEARN. BELONG. EXPLORE

 **active**
education
outdoor education experiences

DZINTARI @ NORMANVILLE

Location Resource Packs – Everything You Need To Know

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Type
Dorms



Sleeps
110 Indoors



Location
150kms from
Adelaide



Dzintari @ Normanville

Your group has exclusive use of whole site at Dzintari which is located on 32 hectares with coastal views overlooking Gulf St Vincent. There are 2 main accommodation areas each with 10 dorm rooms and separate bathroom facilities, a central building houses kitchen, dining & indoor activity area, and a large recreation hall.

On-Site Facilities

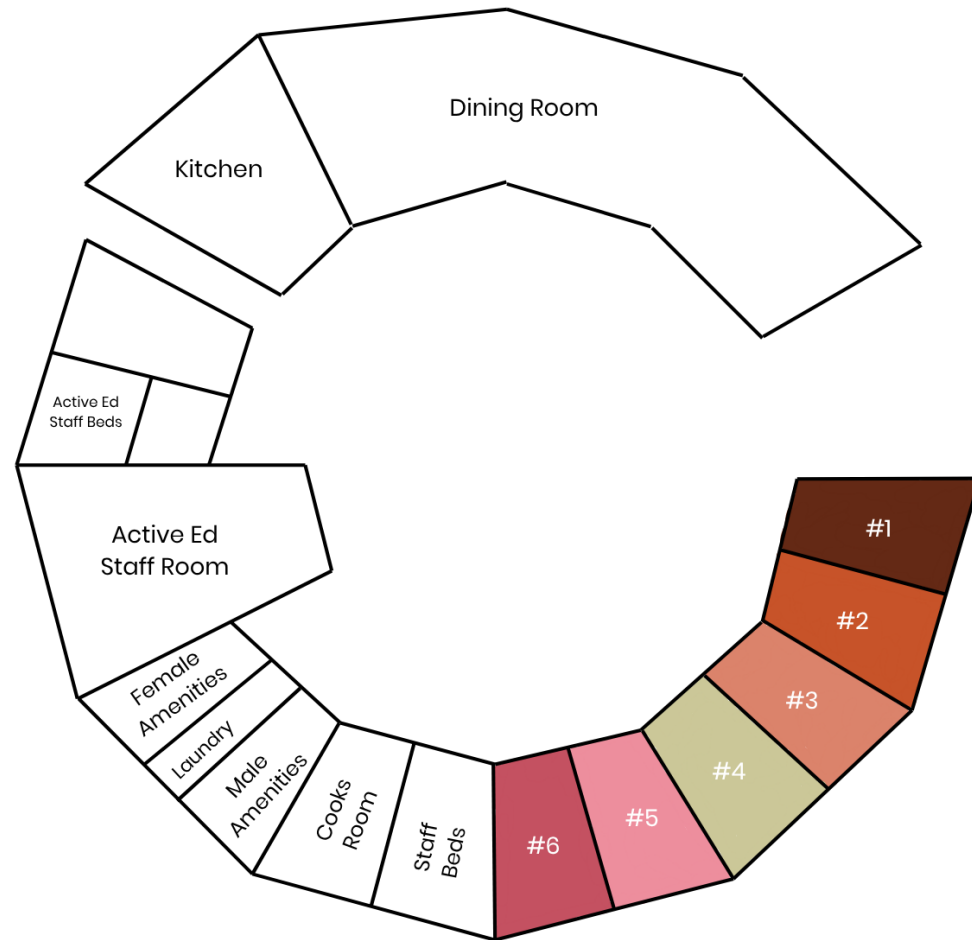
- Kitchen
- Dining
- Bathroom Facilities
- Indoor Activity Area
- Large Recreation Hall

Site Plan



Bed Planner – The Round

No.	Name	Bed Types	Total Beds
#1	Bedroom 1	1 single bed	1
#2	Bedroom 2	4 single bunks	8
#3	Bedroom 3	4 single bunks	8
#4	Bedroom 4	4 single bunks	8
#5	Bedroom 5	3 single bunks	6
#6	Bedroom 6	4 single bunks	8



Camper Accommodation Register – The Round

BEDROOM 1			
Bed No.	Type	Camper Name	Nights
1	SB		
BEDROOM 2			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		
4	SB		
	SB		

BEDROOM 3			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		
4	SB		
	SB		
BEDROOM 4			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		
4	SB		
	SB		

BEDROOM 5			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		
4	SB		
	SB		

BEDROOM 6			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		
4	SB		
	SB		

Please list ALL guests (including staff and day visitors) who are attending your camp and the rooms they will be staying in. This list will be used to ensure all guests are accounted for in an emergency. Please give full names and appropriate night codes for each night of stay per camper.

NIGHT CODES

Mo = Monday

Th = Thursday

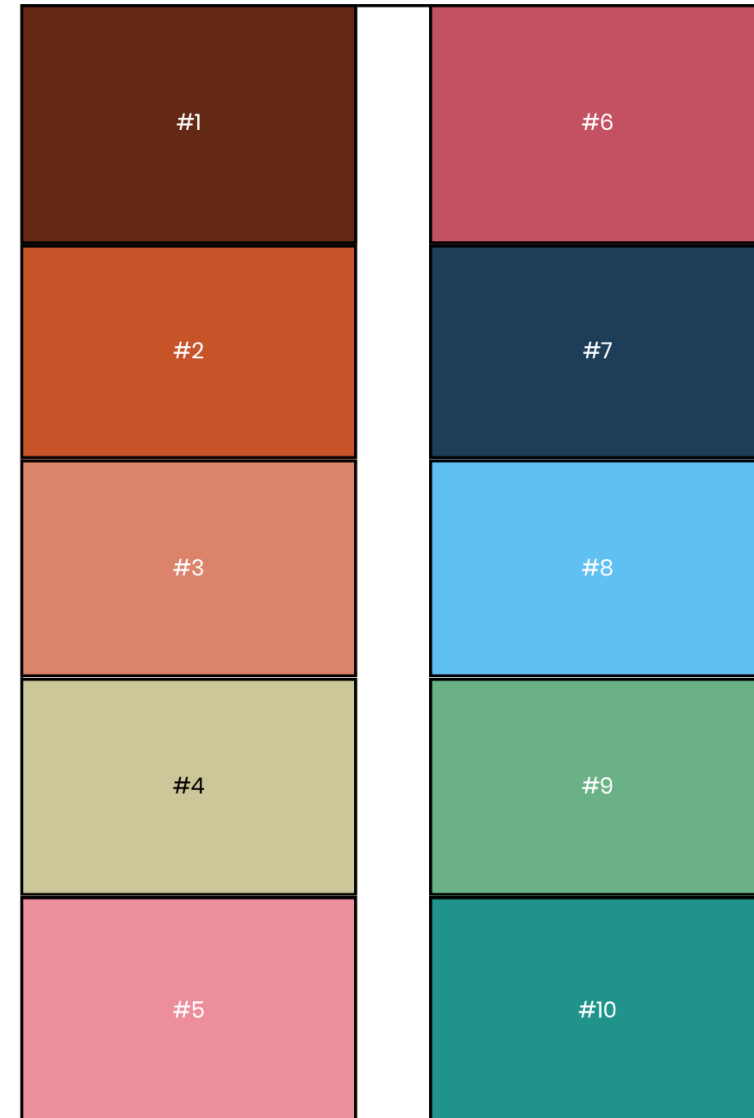
Tu = Tuesday

Fr = Friday

We = Wednesday

Bed Planner – Dorm 1

No.	Name	Bed Types	Total Beds
#1	Bedroom 1	3x single bunks	6
#2	Bedroom 2	3x single bunks	6
#3	Bedroom 3	3x single bunks	6
#4	Bedroom 4	3x single bunks	6
#5	Bedroom 5	3x single bunks	6
#6	Bedroom 6	3x single bunks	6
#7	Bedroom 7	3x single bunks	6
#8	Bedroom 8	3x single bunks	6
#9	Bedroom 9	3x single bunks	6
#10	Bedroom 10	3x single bunks	6



Camper Accommodation Register – Dorm 1

BEDROOM 1			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		

BEDROOM 4			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		

BEDROOM 2			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		

BEDROOM 5			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		

BEDROOM 3			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		

BEDROOM 6			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		

BEDROOM 7			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		

BEDROOM 10			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		

BEDROOM 8			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		

BEDROOM 9			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		

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NIGHT CODES

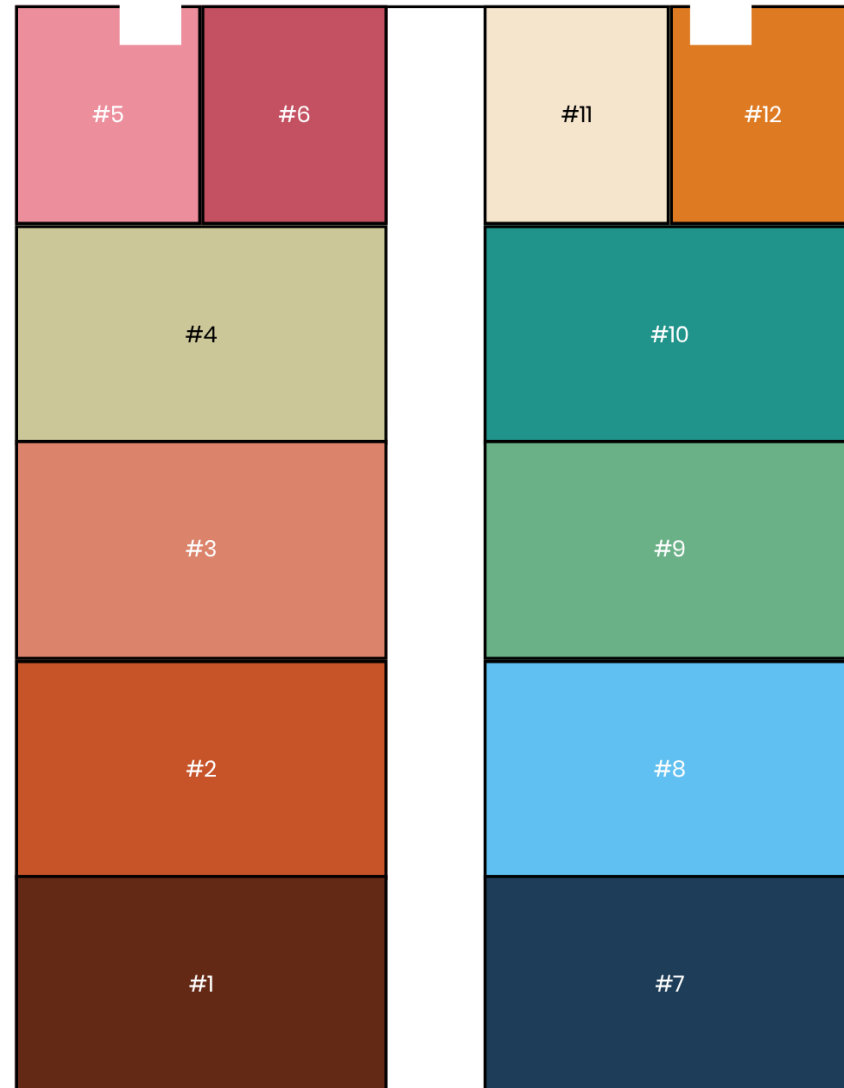
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Bed Planner – Dorm 2

No.	Name	Bed Types	Total Beds
#1	Bedroom 1	4x single bunks	8
#2	Bedroom 2	4x single bunks	8
#3	Bedroom 3	4x single bunks	8
#4	Bedroom 4	4x single bunks	8
#5	Bedroom 5	2x single beds	2
#6	Bedroom 6	2x single beds	2
#7	Bedroom 7	4x single bunks	8
#8	Bedroom 8	4x single bunks	8
#9	Bedroom 9	4x single bunks	8
#10	Bedroom 10	4x single bunks	8
#11	Bedroom 11	2x single beds	2
#12	Bedroom 12	2x single beds	2



Camper Accommodation Register – Dorm 2

BEDROOM 1			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		
4	SB		
	SB		

BEDROOM 4			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		
4	SB		
	SB		

BEDROOM 2			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		
4	SB		
	SB		

BEDROOM 5			
Bed No.	Type	Camper Name	Nights
1	SB		
2	SB		

BEDROOM 6			
Bed No.	Type	Camper Name	Nights
1	SB		
2	SB		

BEDROOM 3			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		
4	SB		
	SB		

BEDROOM 7			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		
4	SB		
	SB		

BEDROOM 8			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		
4	SB		
	SB		

BEDROOM 11			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		

BEDROOM 9			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		
4	SB		
	SB		

BEDROOM 12			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		

BEDROOM 10			
Bed No.	Type	Camper Name	Nights
1	SB		
	SB		
2	SB		
	SB		
3	SB		
	SB		
4	SB		
	SB		

NIGHT CODES

Mo = Monday Th = Thursday

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Please list ALL guests (including staff and day visitors) who are attending your camp and the rooms they will be staying in. This list will be used to ensure all guests are accounted for in an emergency. Please give full names and appropriate night codes for each night of stay per camper.

Cleaning Checklist

Items To Complete

- ☐ Ensure all dorms are clear and luggage stacked in “drop off” area.
- ☐ Clean all table tops.
- ☐ Stack tables onto trolleys.
- ☐ Stack chairs.
- ☐ Collect any carpet squares and store in a pile.
- ☐ Sweep the floor.
- ☐ Check all cups and dishes are cleaned and put away.

Packing Lists

What To Pack – Must Haves

Wide brim hat/ sunscreen
 Drink bottle (labelled)
 T-shirts & a couple of long-sleeved shirts, be sun smart
 Comfortable trousers and/or shorts
 Socks and underwear for each day on camp
 Warm jacket or jumper – especially if it is a Winter camp
 Pajamas or tracksuit for sleeping
 Waterproof jacket
 Two pairs of enclosed shoes (one pair for land activities, one pair spare)
 Comfortable shoes for wearing in cabins (eg. Uggies or Crocs)
 Thongs for wearing in showers
 Sleeping bag and bottom sheet
 Pillow
 Personal toiletries (toothbrush, toothpaste, soap)
 Bath towel
 Personal medication (as required)
 Tea-towel (names in a plastic bag)
 Insect Repellent (roll on or pump pack, not aerosol)
 Torch (ideally a head torch)
 2 x plastic bags for dirty or wet clothes/shoes

What To Pack – Aquatic

Extra towel for aquatic activities
 Swimmers and long-sleeved rashie or similar

What To Pack – Optional

Book
 Pack of cards or small games e.g. UNO

IMPORTANT NOTES

- All medications MUST be handed to the assigned teacher, clearly labelled. Medicines must not be packed in bags or suitcase.
- Please clearly label ALL items.
- Food is only to be consumed in designated dining areas. Please do not bring or eat food in cabins, tents, or activity areas.

Campsite Risk Assessment

Hazard Identification	Controls and Management	Assessment
Emergency Management	- Emergency procedures are reviewed with Lead Teacher and Emergency Information is in site folder. - Emergency procedures are explained to all participants during the introduction talk. - The Emergency Assembly Area is identified with participants on day one of camp. - In the event of an emergency the group is checked against participant list at emergency assembly area.	LOW
Slips, trips and falls	- Grounds and buildings are adequately maintained to reduce potential hazards. - There is adequate external lighting at night to walk between buildings. - Spills & breakages will be cleaned up and wiped or mopped up immediately. - Identify and remove any hazards/risks as soon as possible in consultation with Active Education Staff and Campsite Staff.	LOW
Injury from being struck by vehicle while crossing road	- All vehicles must be parked in designated areas. - There is an interconnected loop road through the property with vehicles using the road occasionally. - Vehicles must be driven at walking pace on the roads around the campsite.	MEDIUM
Injury during non-programmed time	- Active Education staff and School Staff provide students with clear details of areas for supervised free time upon arrival on Day 1 of camp. - School Staff must always provide supervision during non-programmed time. - Area is to be checked for hazards before and during use.	LOW
Injury in dorms such as falling from top bunks	- Bunks built to comply with Australian design standards (4220-2010). - Children under six years must not use top bunks. Parents give written consent for 6-8 year-old children to sleep on top bunks. - Expectations for behaviour in dorms are explicitly outlined on Day 1 of camp. Students are not permitted to use dorms as a play space in free time.	LOW

Campsite Risk Assessment cont...

Hazard Identification	Controls and Management	Assessment
Issues overnight such as an emergency situation, water or electricity supply, intruder on site etc	• Group Leader is shown emergency procedures by Active Education camp coordinator on Day One. • Emergency numbers and information are provided in folder. • Group Leader to contact Campsite Manager in the event of site issues with water, electricity, sewage etc. • School Staff oversee evening activities and supervision. • Catering staff will demonstrate to School Staff the safe procedures for providing supper. • First aid and medication is the primary responsibility of the Group Leader on camp. • School groups must have a vehicle available for emergency use. • Fire alarms are in every room with fire blankets in the kitchen and extinguishers located throughout the building.	LOW

For the full Risk Assessment please contact Active Education at bookings@activeed.com.au

Emergency Management Plan

1. Provide immediate first aid assistance or care prescribed by an individual health support plan and/or isolate any person with an infectious disease.
2. Call 000 and advise emergency services of the closest vehicle entry point.
3. Ensure communication with emergency services is maintained and all relevant information is provided.
4. Send an employee or volunteer to the point where emergency services will enter the location, if it is safe to do so.
5. Collect the attendance list, individual health support plans, parent contact details and this plan.
6. Evacuate all people to the nominated emergency assembly point.
7. Once at the assembly point, check all people are accounted for.
8. Maintain a record of actions and decisions undertaken and timeline of events.
9. Report the emergency/evacuation to the site/service leader by using the agreed form of communication i.e. mobile phone.
10. Site/service leader must:
 - Notify Education Director
 - Report the incident using the department's incident and report management system.
11. Wait for emergency services to arrive or provide further information/instruction.
12. Site/service leader to contact parents.

Emergency Contact Information – Normanville

Hazard Identification		Contact Details
Site Address		111 Wilson Drive, Yankalilla, SA, 5203
Active Education Overnight Contact		1st Contact: Overnight Contact – 08 8370 1500 2nd Contact: Anthony Bates – 0428 747 545
Camp Site Manager		Karen & Trevor – 8558 3485
Emergency Services		- Fire, Police, Ambulance – 000 - Non-Emergency Police – 131 444 - Poisons Information – 13 11 26 - State Emergency Services (SES) – 1300 300 177 or 8207 5000
MEDICAL SERVICES		
Southern Fleurieu Family Practice		08 8557 0111 175 Main Road, Yankalilla, SA, 5203
South Coast District Hospital		08 8552 0500 56 Bay Road, Victor Harbor, SA, 5211
Womens and Childrens		08 8204 7000 72 King William Road, North Adelaide, SA, 5006
Royal Adelaide		08 8223 0230 - Port Road, Adelaide, SA, 5006
Flinders Medical Centre		08 8203 5511 1 Flinders Drive, Bedford Park, SA, 5042

THANK YOU

Contact

+ 61 8 8370 1500
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