

Terms and conditions of booking

Definitions

- We/us/our refers to Stockton, Thornaby & District Scout Council (also known as Stockton, Thornaby & District Scouts), the owners and operators of Pybus Scout Campsite.
- You/your refers to the group making the booking.

Bookings

- All bookings are to be made through the campsite booking secretary. (tel. 07562 262449 or email campsite@stocktonthornabydistrictscouts.com).
- We can only accept bookings from members of The Scout Association, Girl Guiding UK or Duke of Edinburgh Award participants.
- Bookings are not considered confirmed until a booking form and deposit has been received.
- Provisional bookings will be held for a period of 21 days, after which the dates will be made available to other groups, we will not issue reminders.
- We operate a minimum charge per night of £40 (£30 for Stockton, Thornaby & District Scouts).
- You will receive all receipts and invoices by email, if you require these posting please provide a stamped self-addressed envelope with your booking form.
- The contract for all bookings is considered to be with the group and not the individual who has made the booking.
- Deposit amounts are listed on our current price list, available on the campsite website.
- Sole use of the campsite is not guaranteed, if you wish to have sole use please contact the bookings secretary as special rates apply.
- Pybus Scout Campsite is open for bookings between February and November, inclusive, each year.
- Final balances are due no later than 14 days prior to your booking, we will not issue reminders.
- Groups using the site for Duke of Edinburgh Award purposes must provide evidence that they have adequate insurance covering their group whilst using the site and its facilities (ie: for personal injury, personal possessions/equipment etc). A copy of the insurance schedule should be sent to the booking secretary with the completed booking form and deposit monies.

Cancellations

- Stockton, Thornaby & District Scouts reserve the right to cancel a booking for any of the following reasons:
 - a) If, in the opinion of the duty warden, the site is waterlogged and/or unfit for use due to snow, rain or ice.
 - b) If the completed booking form, deposit and balance has not been received in accordance with these terms and conditions.
 - c) In the case of Duke of Edinburgh groups, a copy of an appropriate certificate of insurance for liability has not been received.
- A refund of all monies paid to Stockton, Thornaby & District Scouts will be made in the event that the booking is cancelled for reason (a) above although we shall not be liable for any other expenses incurred by your group in connection with your event.

- A refund will not be issued if we cancel the booking for reason (b) or (c) and we will not be liable for any other expenses incurred by your group in connection to your event.
- Deposits are non-refundable (unless the event is cancelled by us for reason (a) given above)
- If you cancel the event 4-8 weeks before the event, you will be liable for 75% of the total amount due (reduced to 50% of the total amount for Stockton, Thornaby & District Scouts).
- Cancellations made 4 weeks or less before the event will be liable for 100% of the total amount due.

Arrival

- The earliest time any group may arrive on site on a week day (including Fridays) is 6pm (our wardens don't live locally and it can take up to an hour for them to travel to site).
- We expect that groups arrive at the time shown on their booking form. This includes any parties attending to set up camp.
- If you encounter a problem whilst travelling and anticipate arriving more than 30 minutes later than expected then you should telephone the bookings secretary who will let the duty warden know.
- You should sign in with the duty warden before making camp, at which point you will be expected to declare and pay for any additional site users. If you have fewer numbers than indicated on the booking form, no refund will be made.
- The duty warden will show you around the facilities you have booked and, where applicable, suggest the most appropriate camping area for your group.
- There should be no tents sited directly in front of Warren Cottage as there are a multitude of pipes feeding the cess pit and soak away system in this area and their depth is unknown; we would hate for a peg to go through a pipe.
- Tents must also be kept off of the public bridle path running through the site.
- Groups must not arrive to site by bus/coach as there is no suitable space to turn such a large vehicle around.
- To keep disruption for local residents to a minimum large groups should use minibuses to get to and from the site, or walk their group in and out.
- Parents dropping off/picking up their children should park in the overflow car park area, just inside the first wooden gate, and walk their child up the hill. Only the duty warden and group leaders are permitted to use the main car park area due to its small size and the single width track.

Departure

- The latest time any group may leave site is 3pm (4pm from May-September).
- All groups are expected to leave site at the time shown on their booking form.
- All facilities used should be ready for inspection by the duty warden prior to departure.
- The event leader should not leave site until the duty warden has completed their inspection and approved the condition of the facilities.
- There are no refuse facilities on site so all rubbish must be taken home with you. Please do not leave black bags in or next to the skip in the car park area.

Site facilities

- Stockton, Thornaby & District Scouts has conducted a risk assessment for Pybus Scout Campsite and its facilities in addition to the fire risk assessment requested by North Yorkshire Fire Service. These documents are

in the welcome folders on site and users should familiarise themselves with the information contained. Whilst reasonable effort has been taken to ensure that these risk assessments cover all eventualities, this cannot be guaranteed and groups should produce their own group specific risk assessment.

- All taps on site provide drinking water which is sourced from a bore hole and filtered through a sat based filtration system. As a result if anyone in your group has a health condition which involves the exclusion or reduction of salt from their diet they should not use the water on site and should bring bottled water. The water quality is checked on an annual basis by the local authority, Hambleton District Council. A copy of the latest report is available on request.
- All site users are responsible for the own catering and cleaning arrangements, this also includes hand wash and toilet rolls. We provide an initial supply of toilet rolls in each of the toilet facilities however it is up to site users to replenish these where needed.
- Smoking (including e-cigarettes and vaporisers) is not permitted inside any of the buildings on site. Please ensure that and cigarettes/cigars are fully extinguished and disposed of properly.
- Campers should ensure they conduct their cooking activities on their own campsite area, and must not use Warren Cottage, The Teesdale Building or the storage container as shelter.
- No fire pits are to be made or used on site.
- All open fires should be raised from the ground using the alter fires or campfire area provided and should be fully extinguished after use – it may be necessary, at times, to prohibit fires altogether however there will be signage on site to let you know about this.
- Waste water must not be released into the streams and ditches on site as these feed into a water system used by nearby residents.
- Shooting activities (with the exception of archery) are not permitted on site.
- If you are using indoor facilities and are leaving site during your stay, you must ensure that all doors and windows are locked.
- In the event of a fire on site, the alarm should be raised/sounded and all persons on site should meet at the assembly point (the car park area). The fire brigade should be called. North Yorkshire Fire Service has indicated that it may take between 30 and 45 minutes for them to arrive on site so all buildings should vacated as quickly as possible and no-one should re-enter until told it is safe to do so by the fire officer.

General

- Due to the remoteness of the site North Yorkshire Police have recommended that under 18's are not allowed to stay on site by themselves and should be accompanied by a minimum of 2 adults. Whilst we appreciate that the requirements of some awards are that the young people camp on their own there are plenty of camping areas on site where adults may stay without being in direct contact with their group.
- All adults staying on site must hold a valid DBS disclosure, this is to comply with The Scout Association's POR.
- No dogs or other pets are permitted to stay on site overnight with the exception of guide/support/hearing dogs. Dog owners walking their dogs along the bridle path should ensure their dog is kept on a short lead as noted on the signs affixed to both gates.
- Fireworks are not permitted on site.
- We ask that all site users are considerate of other groups on site and generally ask for noise to be kept to a minimum from 11pm until 7am.
- All accidents, injuries, incidents and near misses should be reported to the duty warden for logging in the campsite accident records in addition to your group's normal accident reporting procedure.

- All campsite users must ensure that the gates at each end of the bridle path are properly closed and not left open.
- There have been reports of ticks on site, as with other moorland areas. Groups should be aware of this and take appropriate precautions.
- We expect all groups using our site to be respectful of the facilities and reserve the right to make a charge for any damages caused by your group. (This includes taking care not to damage trees, saplings and flowers)
- Trees and bushes must not be chopped/lopped for firewood. All groups should bring a supply of fire wood with them although we do sometimes have a supply available.
- Anyone using this Camp Site (including parents dropping off/picking up) do so entirely at their own risk. This includes, but is not limited to, any vehicles or equipment. Stockton, Thornaby & District Scouts will not accept any responsibility for any accident, damage or loss.
- We ask that site users do not move electrical appliances from their current locations and remind them that they are responsible for ensuring that any appliances they bring to the site are properly inspected for electrical safety.
- CCTV is in operation in exterior areas of the campsite, this is managed in accordance to our CCTV policy, a copy of which is available by request.

Complaints

- Should you feel the need to complain about any aspect of your booking, you should send this to the campsite bookings secretary within 7 days of your stay.
- Complaints will be considered by the Pybus Campsite Management Committee in the first instance.
- If you are dis-satisfied with the response to your complaint you may appeal to the Stockton, Thornaby & District Scouts Executive Committee whose decision will be final.

Change Log

Version No.	Changes
v1.0	Initial terms and conditions document
v1.1	Term added to general section relating to the movement of electrical appliances and the responsibility of the site user for ensuring their own appliances are tested for electrical safety.
v1.2	Term added to general section to advise those booking campsite that CCTV is in operation