

SLEEP-OVER PROGRAM CONTRACT

download and sign prior to arrival; mail to: Box 1226, Pincher Creek, AB. T0K-1W0 or Fax to: 403.627.5850

Kootenai Brown Pioneer Village Sleep-Over Program allows groups to enjoy several activities and experiences. Curriculum-based educational programs are available in several subjects for ECS to grade 12. Visit our website for more information.

Special Needs Children:

Please notify the staff at the village if your group has any special needs or requirements (food allergies, disabilities, etc.). If dietary sensitivities or other medical needs are a concern, please notify us one (1) week ahead of time.

PROGRAM COST

- \$50.00/per child. We only serve 2 meals: dinner on arrival and breakfast the following day.
- Bus drivers/parents/chaperones up to 1:8 student-supervisor ratios are admitted free; additional adults may participate at the cost of \$25.00 each.
- Programs are free for teachers. Deposit required: \$100.00

All groups MUST complete, sign and mail/fax the registration form prior to arrival at the Village. Upon our receipt of your booking information, we will confirm the program date and itinerary with you.

CANCELLATIONS, CHANGES AND REFUNDS

The option to change the date of your program is available if the request is made more than two (2) weeks before the existing confirmed date. This is necessary due to other bookings. We will make every effort to accommodate your request.

Group cancellations received by telephone must also be confirmed in writing, either by fax at 403.627.5850, or by mail two (2) weeks or more prior to the confirmed date. If programs were prepaid, participants will receive a refund of the total amount paid, minus a \$25.00 administration processing fee. In the event the Village has received no monies, the same administration processing fee will be charged to the confirmed booking.

The Village administration will make all decisions regarding refunds. The sleep-over coordinator reserves the right to cancel a booked or confirmed program. If the Village finds it necessary to cancel a scheduled program, the group will be notified as soon as possible. The group will have the opportunity to choose an alternate date; however, if it is not possible to re-book, the group will receive a full refund of all monies paid.

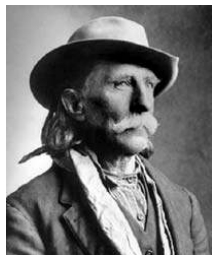
BOOKING & REGISTRATION

The person responsible for the group MUST complete and sign the booking and registration forms, and mail them BEFORE arrival. Fax to: 403.627.5850



Pincher Creek
and District
Historical Society

Kootenai Brown



Pioneer Village

P.O. Box 1226
Pincher Creek, AB.
T0K-1W0

Bev. McLaughlin
drive



Phone:
403.627.3684

Fax:
403.627.5850



Email:
mail.kbpv@gmail.com

[Visit our
Website](#)

RULES

- Bring belongings to the main building.
- All belongings must be removed from the area prior to eating breakfast in the morning, so our staff can clean the building prior to opening.
- Student supervision and discipline is the responsibility of the group leader; we require one (1) adult for every eight (8) students.
- Teachers and supervisors MUST remain with their groups at all times. Please be sure parents, supervisors and/or chaperones are aware of their responsibilities.
- Your group will have a scheduled time to shop in our gift shop. A maximum of 6 students may shop at a time and must be supervised by group leader or chaperones. Due to limited space, please assist us in enforcing this rule.

All groups are required to bring a cheque made payable to: *Kootenai Brown Pioneer Village*. You may also pay with DEBIT, VISA, or MASTERCARD upon arrival. Contact administration for billing 403.627.3684

WHAT TO BRING

- Dress casually and comfortably.
- Night time wear: pyjamas, jogging pants, boxers, T-shirts, etc. (keep suitable for cold weather).
- Foam pad or air mattress, sleeping bag and pillow.
- Non slip-slippers or slipper socks.
- Small flashlight and water bottle. *Don't forget to bring your favourite snacks!*
- Facecloth and towel; toothbrush/tooth paste.
- You may wish to bring additional spending money to shop in our giftshop. Shopping will be allowed at a designated time.
- Health Care Card.
- Bring your best manners; be respectful of places and other people/animals/objects.

WHAT NOT TO BRING

- Electrical appliances such as hair dryers, shavers, curling irons, radios and the like.
- Foul or disrespectful language and behaviour.

Take only memories and photographs.
Leave only foot prints!

PROGRAM POLICIES AND PROCEDURES

The Village Policies:

- Smoking and alcohol are prohibited.
- All participants are responsible for keeping the Village neat and clean.
- Food and beverages are allowed in designated areas only.
- Youths are NOT allowed to roam the grounds unsupervised; adults/chaperones MUST supervise children at ALL TIMES.
- Youths are NOT allowed outside after "lights out".

Chaperones:

- The role of every adult chaperone is to assist with childcare, supervision, meal delivery, clean-up when necessary, and to communicate individual or group needs/problems to the Village staff.
- Chaperones are in a supervisory role while at the Village. We are not responsible for the basic disciplinary needs of your group. Any damage caused to the Village and surrounding area will be charged to the responsible group leader or institution.
- Adult chaperones are responsible for ensuring that all used areas are clean and neat upon the group's departure.
- Unacceptable behaviour or failure to comply with Village rules and guidelines may result in the group being asked to leave. NO refund will be made to the group in this case.
- One adult/chaperone is to be designated as the First Aid person for the group; he or she will be responsible for decisions regarding sick and/or injured camper(s). Any cost related to a sick and/or injured child/person, is the responsibility of the child's parent(s) or guardian(s), and/or the group's primary chaperone. Any cost related to a sick/injured adult is his/her responsibility.

Arrival & departure:

- We try to maintain a flexible schedule and atmosphere, but arriving late will likely result in us having to alter your scheduled activities. Keep in mind that we stay open to the public while you are camping with us and that most of our activities are conducted by volunteers. These fine people are kind enough to donate some of their free time to us and the least we can do is to respect their schedule. PLEASE, contact the Village as soon as possible if you find your visit is going to be delayed.
- Departure will be discussed with you at booking time. We ask that chaperones make certain the bathrooms and sleeping areas are neat and clean, and that all camping/sleeping gear be put away in designated areas.

PROGRAM AND ITINERARY

An orientation session (for local groups), phone conversations and/or emails (for groups outside of the area), will provide an overview of your program schedule, and the requirements of the Village. The Village staff is responsible for program content and presentation. Chaperones are required to be actively involved with all activities during the program, and are responsible for the group's behaviour.

Sample itinerary

DAY ONE:

- Arrival at the Village (time to be determined).
- Bathroom break.
- Welcome; housekeeping.
- Village tour starts.
- Free time before dinner.
- Village tour continues.
- Historical treasure hunt.
- Recess + old time games.
- Get ready for bed; story telling.
- Lights out!

DAY TWO:

- Rise and shine!
- Clean-up sleeping area; load gear into vehicles/school bus.
- Breakfast.
- Old time activities such as: sheep sheering, wool spinning, butter making, ice cream making, and the like (to be determined with you)
- Recess and old time games.
- Departure

If you wish the Village to offer lunch before departure, arrangements must be made ahead of time. An additional \$10.00/per child and \$15.00/per adult will be charged for lunch as we do not usually serve lunch on the second day. However, your group may bring personal snacks and lunches.

All following forms must be signed, mailed or faxed prior to arrival. Failure to do so will result in the cancellation of your program. Upon our receipt of your booking and contract, we will confirm with you.

Mail or Fax to:

Kootenai Brown Pioneer Village
P.O. Box 1226
Pincher Creek, Alberta. T0K-1W0
Fax: 403.627.5850
mail.kbpv@gmail.com

Send the following:

- Booking confirmation form
- Waiver of Liability for parents/guardians

BOOKING CONFIRMATION

School Name _____ Teacher's name _____

Grade _____ No of students _____ No of adults _____

School address _____

Booking date _____ Contact person's name _____

Contact person's ph/fax/email _____

Date and time of arrival _____

Date and time of departure _____

Please, specify special needs

I, hereby _____ confirm my group's participation in the Kootenai Brown
(please print)

Pioneer Village Sleep-Over program. I agree to pay the cost of this program upon arrival at the

Village. I agree to send \$100.00 dollars deposit.

Teacher/Leader signature _____
(school or group primary contact person)

Please print name here _____

Date _____

Office use only

Sleep-over coordinator _____ Date _____

WAIVER OF LIABILITY
Parents/Guardians/Adult Participants

I, we _____, wish to participate in the Sleep-Over
(please print)
program at the Kootenai Brown Pioneer Village on _____ day of _____, 200_____. I agree to follow the rules/guidelines, responsibilities and regulations which are outlined in this package. In consideration of acceptance of my participation, or the participation of my child (children), in the sleep-over program by the Kootenai Brown Pioneer Village, and the Pincher Creek & District historical Society, I hereby, wave any right of recourse I may now have or acquire in the future against Kootenai Brown Pioneer Village and the Pincher Creek & District Historical Society, and its Executive Board of Directors represented by its employees and agents, in the event of my sustaining bodily injury or property damage arising as a result of my participation or my child (children)'s participation in the program, and occupancy or use of the Kootenai Brown Pioneer Village facility, except where such injury or damage is due to the negligence of its employees or agents. I further agree that my participation is voluntary and for my own benefit. This waiver shall be binding upon my executors and heirs.

Signature of applicant _____

Print name _____

Signature of parent or guardian _____
(where applicant is under 18 years of age)

Print name here _____

Phone no _____ Address _____

