

Welcome to Beacon Hill. Inside this pack you'll find a host of information about our activities, facilities and grounds which we hope you'll find useful when planning your visit, but if you do have any more questions, please do get in touch using the contact details below.

Items are shown in alphabetical order.

ACTIVITIES

All groups using our activities must be supervised at all times by an adult over the age of 18, and if required, an appropriately qualified person (instructor).

Activities available on site include:

- The Cave: our 66m indoor artificial caving facility will give your young people oodles of fun while getting a taste for real world cave exploration.
- The Range: our outdoor, multipurpose range can be used for any target sport. We have the equipment to deliver sessions for Air Rifle Shooting and Tomahawk or Angle Throwing, and our undercover, lit shooting platform means you can safely deliver sessions any time of day come rain or shine.
- The Tower*: our 7-meter climbing tower allows four climbers to reach the treetops using auto belays. That means once it's set up, no permit is required! ***Coming soon**
- Pioneering: we have a large range of pioneering poles (3-15ft) and a small amount of rope which groups can use to make magnificent structures.
- Orienteering: we have two orienteering trails available that take you right across our 36-acre site. Our junior trail has 12 markers to find while our senior trail contains 25!
- Activity Boxes: we have a range of activity experiment in our stores; from giant inflatable balls and slack lining to dominos and parachute games.

ALCOHOL

No alcohol may be consumed on site by those under the age of 18 at any time.

Adults (18 or over) may consume alcohol on their individual sites with the permission of their party leader but must follow the Scout Association's alcohol policy at all times, regardless of the organisation they are representing. The policy can be found here [Green Card](#).

ARRIVAL

Please agree your arrival process, including key access, with our Bookings Manager prior to your visit. We ask all visitors (if part of the Scouts or Guides) to arrive and depart from the campsite in recognisable uniform i.e. a scarf/neckerchief. Our volunteer staff and supporters will also be in recognisable uniform.

AXES & SAWS

The use of chainsaws on site is not allowed without the express prior permission of the Campsite Manager. Axes and saws are allowed within your allotted camping site, in a safe designated area. **No trees of any description may be cut or felled** without express permission of campsite staff.

BEACON HILL TEAM

The Team consists of many different types of volunteers, from the management committee, to wardens and instructors. Volunteer staff wear a recognisable red polo shirt and can generally be found in the workshop area and are always happy to help. To find out how you could volunteer at Beacon Hill check out our 'Volunteering at Beacon Hill' booklet available on our website.

Key points of contact are:

- Campsite Manager: Bill Power - Tel: 07525 038823
campsite manager@horshamscouts.com
- Bookings Manager: Anthony Smith
campsitebookings@horshamscouts.com
Address: 51 Keats Close, Horsham RH12 5PL
Tel: 01403 274662 / 07780 836825
- Chair of the Management Committee: Alison Styles - Tel: 07414 983738
campsitechair@horshamscouts.com

BEHAVIOUR

Group leaders are responsible for their entire group's behaviour and their whereabouts while on site. It is their responsibility to set boundaries for their members and explain that ALL sites are to be respected.

All persons using the campsite must obey instructions issued by the staff or Instructors for their own and others' safety and security.

BOUNDARIES

The perimeter boundary is clearly defined around the entire site. The north & east boundaries are the perimeter track (Stilwell Drive & Tower Path) and a low-level fence line, the west perimeter consists of a private road and the south boundary is a small stream, Dabson Gill. Please explain and make clear these boundaries to all young people and visitors on site.

BUILDING

If you have booked Gummy's Hut, you will be provided with a key. Please arrange the collection of this with the Bookings Manager. The key for Gummy's also opens both gates and the toilets.

Please refer to the separate information sheet for Gummy's.

CAMPING

Depending on your arrival time, a member of the Beacon Hill Team may direct you to your camping area for your stay (unless otherwise arranged) and will be able to answer any questions you may have.

CAMPSITE LIGHTING

There are floodlights in the main car park with an outside switch on the wall on the end of Gummy's Hut. There is also a floodlight attached to Gummy's just above the end door which is on a timer and will automatically turn on/off.

There are veranda lights for Gummy's, with a switch located both in Gummy's and at the end of the veranda, nearest the carpark. Veranda lights for the toilet block and Cave operate on a sensor.

CAMPSITE STORES & EQUIPMENT

There is a variety of equipment available for use/hire by groups, including a limited number of saws and shovels (stored in container 3) and outdoor tables and benches (stored under cover, adjacent to the toilet block). There is also a range of specialist equipment which is used by our staff team; please get in touch with our Campsite Manager if you require further support.

There is an outdoor workbench next to the campsite stores which groups are welcome to make use of for activities such as bird box building.

CCTV & SECURITY

For both the security and safety of our users, equipment and facilities, we have CCTV in operation 24/7. Our suite of cameras is extensive and is operated in line with our CCTV policy which can be found on our website.

We also use access control to the site and require visiting groups to lock the external gates when leaving the site. Our buildings and campsite stores are also alarmed and require a fob to access.

CHILD PROTECTION

All users must observe and follow the Scout Association's Child Protection Policy "Young People First" at all times, regardless of the organisation they are representing. This policy can be found at here [Yellow Card](#).

Any adult (18 or over) who is responsible for young people and staying on the campsite overnight must have a valid DBS certificate from the organisation they are representing.

DEPARTURE

When you leave the campsite, you must ensure every area you have used during your stay is clean and tidy. The toilet block must be checked, mopped and cleaned for future users. A member of our team may check that you have left your area, building or campsite, clean and tidy. Gates should be locked on departure and any keys returned to the Bookings Manager.

DOGS

No dogs, other than assistance dogs, are permitted on site, without the prior permission of the Campsite Manager.

EMERGENCIES

Crawley Hospital UTC has an NHS Walk-in facility operating from 07:30 – 22:00 and is located at West Green, Crawley RH11 7DH, approx. 6 miles away. Tel: 01293 301025.

The nearest full Accident and Emergency (A&E) hospital is East Surrey Hospital, Canada Avenue, Redhill, Surrey, RH1 5RH, Tel: 01737 768511.

(Location of campsite is Beacon Hill Scout Campsite, Tower Road, Colgate, Horsham, West Sussex RH12 4SX, What3Words: workbook.tidy.grouping)

If there is an emergency on site, the [Purple Card](#) must be followed and the Campsite Manager informed as soon as possible.

FIRES

Every site has an altar fire/BBQ or a fire base or both. Fires may only be lit on prepared areas and **must never be lit on bare ground**. No open fires should be left unattended and you must NOT dig out fireplaces in the ground.

FIRE EVACUATION PRACTICE

It is recommended that all groups conduct a fire evacuation practice - to familiarise themselves with the layout of the site, the position of the assembly point(s) and the position of any firefighting equipment, as soon as practicable. The Person in Charge should familiarise themselves with the **fire safety instructions** on the notice boards outside Gummy's and at the Field barrier.

FIREWOOD

Many individual sites have wood stores, and we ask that if you take wood from these you restock them using readily available **fallen** wood and leave it the way you found it.

At the end of your stay, all unused firewood should be returned to wood stores. Please don't leave wood scattered around your site.

No trees of any description may be cut or felled without express permission of staff.

FIREWORKS

Fireworks are not permitted on site.

FIRST AID & ACCIDENTS

It is the responsibility of all users to provide their own First Aider and First Aid kits and to maintain their own Accident Book.

Details of all accidents involving severe injury to persons, external medical care or damage to property should be reported to the Campsite Manager as soon as possible via the online form available on notice boards outside Gummy's.

Near Misses must be reported as well.

There is a lifesaving **defibrillator** available onsite. It is located next to the campsite office, on the wall of Gummy's and can be accessed by calling the emergency services.

LOCATION

Beacon Hill Scout Campsite, Tower Road, Colgate, Horsham, West Sussex RH12 4SX,
What3Words: workbook.tidy.grouping.

OFF SITE INFORMATION

Tourist Information Centre - The Causeway Tel: 01403 211661

M&S BP Garage – end of Tower Road at Faygate roundabout.
Tesco Supermarket - nearest is at Broadbridge Heath, just off A264
Waitrose Supermarket - in Horsham town centre
Sainsbury's Supermarket - in Horsham town centre
Lidl Supermarket – near Horsham train station

Horsham Train Station – 3.8 miles away
Three Bridges Train Station – 5.7 miles away
Faygate Train Station – 0.9 miles away
To London – One hour by train
To South Coast – One hour by train

Off-site activities and local attractions are shown in the campsite brochure.

RUBBISH

There is a single refuse bin for household waste located in the car park. Please appropriately separate all rubbish and recycling and take recycling away with you.

Rubbish must not be left in and around the toilets.

There are sanitary bins in all the female, gender neutral and accessible toilets.

SHOP & BADGES

Beacon Hill Campsite badges are available for purchase on OSM or by email to the Bookings Manager.

SMOKING & E-CIGARETTES

Smoking by those under the age of 18 is forbidden. For the comfort, health and safety of all users, smoking is forbidden during any activities run by Beacon Hill staff. Those over 18 may smoke within their own camping areas but must follow the Scout Association's smoking guidance, [Yellow Card](#), at all times, regardless of the organisation to which they belong.

Smoking is not permitted in Gummy's or any other building at any time.

TELEPHONE & INTERNET

There is no landline on site. The best mobile signals are Vodafone and O2, however signal strength varies around the site.

TOILET BLOCK

There is a toilet and shower block located next to Gummy's for the use of campers and visitors. Facilities include male and female toilets, sinks and showers and an accessible washroom. A washing-up facility is available outside. Please use **environmentally friendly products** where possible as we have a grey water system in place.

It is your responsibility to keep the toilets clean. We do our best to provide toilet paper and soap but as the site is managed entirely by volunteers this is not always possible, so campers are advised to bring their own supplies. Please ensure that the toilets are swept, mopped and cleaned before leaving the site.

TOILET DISPOSAL POINT

A chemical waste disposal point is available behind the toilet block. Chemical toilets must be emptied here.

TROLLEY STORE

We have multiple trolleys available for the transport of heavy equipment. These are located in the space between the car park and Gummy's and must be returned immediately after use.

VEHICLES & PARKING

Our main car park sits just within the site entrance where vehicles may park for the duration of their stay. Please park considerately and be aware of young people moving between vehicles. The speed limit throughout the site is **5mph**.

Driving with extreme care and only with permission of staff, vehicles may go beyond the main car park and use the perimeter track for access to sites. There are several parking bays where groups may park trailers and cars. Minibuses and all other vehicles must park in the main car park.

No vehicles are allowed on camping areas or Searles field, however we can arrange to move your trailers to site with our site vehicle (please ask prior to visit). We also have multiple trolleys available for the transport of heavy equipment from the car park/perimeter track to sites. (see above)

Vehicles and contents are left at the campsite entirely at owners risk.

WASHING UP

A separate washing-up facility is available outside the main toilet block, please ensure the sinks are left clean and empty and all rubbish is disposed of properly.

WATER

All water taps on site are safe to drink and are located throughout the site, short distances from most camping areas. We ask that users turn off taps when they are not in use as our water source is metred.

HORSHAM GROUPS ONLY

KEYS

Each Horsham Scout Group/Unit holds a key which opens the North and East gates, the toilets and container 3. Each key has a fob to disarm the alarm in container 3.

SITES

Each Horsham Group has an allocated site. All groups may book and use any site, ensuring that it is left tidy and as found. Any damage should be reported to the Campsite Manager as soon as it is discovered, and photographs taken.

It is good practice to speak to the relevant Group Lead Volunteer prior to booking another site.