

Scout Association of Hong Kong
Choi Chee Ming Luen Kwong Scout Centre
Rules and Regulations of the Centre

1. Check in

1.1 Staff will only assist the applicants in check in and check out period. As staff will not stay whole day or overnight in the camp, campers should be self-disciplined to take good care of the facilities and keep the camp clean.

1.2 Campers must check in and check out at the centre in accordance with the following time schedule:

Day Camp	10:00	to	16:30
Evening Camp	14:30	to	21:00
Overnight Camp	Check-in day 15:00	to	Check-out day 13:00

1.3 Applicant should ask the approval from Camp Manager for any changes of check in and check out time, and pay for the additional charge.

2. During the camp period :

- 2.1 Campers are not permitted to invite any visitors to the centre without the Camp Manager's approval.
- 2.2 No entry into staff rest room and store room.
- 2.3 Smoking and firing are prohibited in all indoor areas (Except Kitchen).
- 2.4 Campers should keep the camp in silence environment, all type of sound emitter, including radio, loud hailer, speaker, etc. are only allowed be used under the condition with no disturbing other campers.
- 2.5 Campers should keep the camp clean, and not break or destroy any facilities and plants inside the camp.

3. Before Check out :

- 3.1 Group IC must report the office half an hour before check out time so that the centre staff can carry out inspection of all used facilities and finish the check out procedure.
- 3.2 Campers have to clean up the venues and used facilities including furniture, littering, etc.
- 3.3 Return all the keys and facilities borrowed from the office.

4. Other business :

- 4.1 All the activities should be finished before 23:00, and keep silence after then.
- 4.2 Parking inside the camp should notify camp office in advance.
- 4.3 Campers are responsible to take care their personal belongings; there is no any responsibility of the centre if any thing lost.
- 4.4 Please make the venues and facilities in origin position after used.
- 4.5 Flag and poster are only allowed be raised in designated area.

- 4.6 Field cooking and firing are only allowed in designated area.
- 4.7 Scout group campers should wear uniform, either full uniform or activity uniform when entering the camp.
- 4.8 No gambling or illegal activity is allowed.
- 4.9 Leisure activity kits will be lent to campers via group IC during the check-in time.

5. **Emergency matter**

In case of emergency, campers or group IC should report to the office instantly, so that the treatment or arrangement will be arranged at the first time.

Thank you for your cooperation with this rule.
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Centre reserves the right to make any change on the rule without further notice, campers are also responsible to comply this.

Violation of any of the above rule will be ordered to leave the camp without any refund, and the centre reserves the right to take any legal action.