For all Nights Away experiences all of the information below should be with the SSAGO Exec a minimum of **SEVEN** days before the event (in normal circumstances). It is recommended that this form be completed and emailed to [pink@ssago.org](mailto:pink@ssago.org).

This form should be completed in conjunction with the ‘Adventurous Activities & Nights Away’ Policy and Factsheet 20 ’Taking your club away’.

| Club Details |
| --- |
| Please provide details for the event organiser here.   | Club |  | Event Organiser | |  | | --- | --- | --- | --- | --- | | Telephone |  | Email |  | | |
| Venue Information |
| Please ensure that your site does not fall within a restricted camping area. It is recommended you read “Prohibited and Restricted Camping Areas” which is published annually and available from  <https://www.scouts.org.uk/volunteers/running-your-section/nights-away-and-camping/prohibited-and-restricted-campsites/>   | Name |  | Telephone |  | | --- | --- | --- | --- | | Address |  | | | |
| Event Information |
| Please provide event information   | From |  | | To | |  | | | --- | --- | --- | --- | --- | --- | --- | | Number of Nights |  | Number Attending | |  | Number of U18s |  | | Type (hike, rally, summer camp etc) |  | | | | | | | Special Activities (e.g. those requiring authorisation) |  | | | | | | |
| Permit Information |
| Where U18s are in attendance you must also give details that can be verified of the nights away permit holder who is leading the event. This must be a Going Away License if the under 18 is in Girlguiding.   | Name |  | Membership | Scouting / Guiding | | --- | --- | --- | --- | | Permit Number |  | District/Division |  | | Telephone |  | Email |  | |
| InTouch Information |
| Please provide InTouch information: (for further information see the InTouch policy document)   | Name |  | | | | --- | --- | --- | --- | | Telephone |  | Email |  | |
| SSAGO Contact Information |
| The National SSAGO Chairperson may be contact at   | SSAGO Chairperson | James Barber | Email | pink@ssago.org | | --- | --- | --- | --- | | Phone (SSAGO Hotline) | 020 3885 0450 | Text (no calls) | 07537 152190 | |