



## Elton Holiday House and Campsites Information

This is designed to provide you with all the information that you need prior to your stay. Please do not hesitate to contact us if you have any additional queries.

Files containing information on the site, check out forms, fire registers, risk assessments, etc are located as follows: -

**Magpies Nest Holiday House - in the leader's room**

**Magpies Campsite - in the Magpies Kitchen**

**Downing Campsite - in the Downing Shelter**

**Unequipped Campsites - in a box on the wall of the campers shower/toilet room**

**Please locate these on arrival and read.**

**Thank you**

<b>Address</b>	Station Road, Orston, Nottinghamshire NG13 9NB. Sat Nav - use NG13 9LG		
<b>Directions</b>	Please note that use of a sat nav will take you to houses near the train station and not to the campsite. Look out for the railway station sign and turn immediately left after the bridge (if coming from A52 Elton on the Hill) or right before the bridge if coming from Orston)		
<b>Map Reference</b>	OS Map 129 Ref. 765402. Gateway is adjacent to the railway bridge on the Orston side. Coaches/buses must approach only from Orston because of the turning circle.		
<b>Site information</b>	There is a 5-acre camping field and 6-acre wild area - ideal for wide games and nature study. The ponds in the woods are suitable for pond dipping but not paddling or bathing.		
<b>Warden</b>	Marc Popplewell	<b>Chair of Management Committee</b>	Sarah Clarkson
<b>Arrival and Departure Times</b>	Weekend - 4pm on a Friday to 4pm Sunday One night stay - 12 noon on the first day to 4pm on the second day There may be flexibility with these times so please contact the office to discuss and confirm your arrival/departure time. Your arrival time should be included on your booking form - please inform the Guide Office of any changes to this.		

Accommodation	
<p><b>Magpies Nest Holiday House</b></p>	<p>Maximum number for non- residential events is 100.</p> <p>Equipped for 24 young people sleeping on mattresses (max of 16 in the sleeping room) / in pop up tents (in the dining/activity hall + 4 leaders + max of 3 Guides/Senior Section members accompanying the Rainbows/Brownies/Guides = total of 31.</p> <p>It is a wooden building with 2 large rooms (one for sleeping, the other for dining/activities + the pop up tents). There is a separate bedroom for leaders. Large equipped kitchen with electric cooker, microwave, fridge and freezer. Two toilets and two showers (one shower and toilet is wheelchair accessible). Slot meters for showers - £1 for 5 showers (disabled access shower) and 20p per shower (able bodied access shower).</p> <p>The 4 pop up tents are each suitable for 3 Rainbows/Brownies/Guides. In addition, there is another pop-up tent for the Guides (if staying with Rainbows/Brownies) or Senior Section Members. Camping mats are provided for use with the tents. The tents should be put up at bedtime along the wall opposite the fire exit in the main hall. They should be packed away during the day so there is sufficient space for activities etc.</p> <p>Heating - please use the overhead electric heaters first - please note these do not glow red when on, they remain black.</p> <p>When the house is in use the front door should be locked but leave the key in the door.</p> <p>For hot water - there are 2 switches next to the tank in the entrance to the showers/toilets. The left-hand switch <b>MUST REMAIN ON</b>. The next switch is for the holiday house and needs to be switched <b>ON</b> on arrival and <b>OFF</b> before leaving.</p>
<p><b>Additional information for when you are there</b></p>	
<p><b>Magpies Campsite</b></p>	<p>Equipped for approx. 28 with large altar fire. Basement kitchen has electric cooker, microwave, electric urn and fridge/freezer and can provide some indoor shelter with tables and benches. Toilet block and showers are nearby. A trolley is available for moving equipment.</p>
<p><b>Downing Campsite</b></p>	<p>Equipped for 30 with large altar fire. The wet weather accommodation (wooden building 5mx10m) has basic kitchen facilities (2 ring calor gas cooker, gas fridge, gas boiler). The building is not approved for sleeping in. There is no electricity on site but there are solar lights. A generator is available but petrol needs to be brought by those making the booking. Toilet facilities are in the Peet building (not wheelchair accessible). If using the campsite showers - cleaning should be co-ordinated with users of the Magpie's campsite. A trolley is available for moving equipment.</p>
<p><b>Unequipped Campsites</b></p> <ul style="list-style-type: none"> <li>• Saker</li> <li>• Hedgerow</li> <li>• Railway</li> </ul>	<p>Saker - suitable for 24 campers - has an altar fire.</p> <p>Hedgerow - Suitable for 24 campers - has a ground level fireplace.</p> <p>Railway - suitable for up to 10 campers - has a ground level fireplace.</p> <p>If using the campsite showers - cleaning should be co-ordinated with users of the Magpie's campsite. Toilet facilities for all these sites are in the Peet building or those located on the pathway at the side of Magpie's Nest Holiday House below the garage.</p>

## Other Information - Everything else you need to know!

<b>Access Arrangements</b>	<p>The code for the padlock on the main gate, location of the key safe and key safe number will be sent to you two weeks before your arrival.</p> <p>You may need a torch when opening the key safes as they are located where there is no lighting.</p> <p>Please ensure that all keys are returned to the correct key safe on departure.</p>
<b>Activity Container</b>	<p>This is a shipping container located on the driveway to Downing. See activity inventory for contents</p>
<b>Available Activities</b>	<p>The Elton Challenge is a series of activities suitable for all sections based on Explore, Lend a Hand, Team Building, Outdoors and Nature. A badge is available on completion of the challenge. Full details are on the website.</p> <p>See the separate list on the website for all other activities that are available.</p>
<b>Builders Yard</b>	<p>Located near the Activity Container.</p>
<b>Campfires</b>	<p>If you wish to use the campfire circle during your stay, please liaise with other site users. Please clear away ash etc after use- there is a shovel and brush in the fireplace store.</p> <p>There are a number of altar fires located around the site that are free to use. Please clear ashes after use.</p>
<b>Car Access and Parking</b>	<p>Cars should not be taken onto the grass for unloading/loading. There is a car park near the Magpie's Nest (with space for a coach to turn) and another car park area near the Downing site. Please keep the service road clear of vehicles. Vehicles are parked at the owner's risk.</p>
<b>Caravans</b>	<p>Small caravans may be parked on the hardstanding area on the main car park with limited electric hook up. If camping on the Downing Site - a caravan may be parked in the car park area for that site. Places should be booked in advance.</p>
<b>Cleaning and Checking Out Lists</b>	<p>There is no cleaning service - please ensure that you leave the house/campsite/toilet area as you would like to find them. Checking out lists are provided for each site and can be found in the Information File for your accommodation/site.</p>
<b>Compost Bins</b>	<p>These are located in the Builders Yard</p>
<b>Dogs</b>	<p>Dogs (except assistance dogs) are not permitted on the site.</p>
<b>Equipment</b>	<p>For a list of equipment available - please see separate inventory lists</p>
<b>Fire Alarm and Emergency Assembly Points</b>	<p>Holiday Home - Fire alarm - if the fire alarm sounds see instructions at the side of the fire alarm panel. Emergency assembly point is the far side of the hedge at the top of the field. Please check this out on arrival</p> <p>For campsites there is no marked assembly point as this will depend on the location of the emergency. However please brief your unit so they are aware of what they need to do in the event of a fire/emergency.</p>

<b>Fire Drill and Register</b>	<p>Please ensure a fire drill is held as soon as practical after arrival and recorded on the fire register.</p> <p>Copies of the fire register are in the Information File for your accommodation/site. Once completed these should be placed where they can be easily accessed in case required. Don't forget to take these away with you at the end of your event.</p>
<b>Fireplace Store</b>	<p>Located near the Magpie's Kitchen. In here you will find fire buckets, fireplace grids, brush and shovel, BBQ's and ash buckets. Please clean grids etc and return to the store after use.</p>
<b>Fire ash - disposal of</b>	<p>Ash buckets are available from the fireplace store. Please dispose of ash, once cold, in the marked dustbin in the Builders Yard. Please ensure that it does not contain any metal or unburnt items.</p>
<b>Firewood</b>	<p>There is a woodpile at the side of the Peet Toilets and plenty lying on the ground in the woods. Please replace what is used with more wood for the next group of campers so they too have dry wood.</p>
<b>Fishermen and Butterfly Survey</b>	<p>A number of fishermen have permission to use the ponds. There are also people undertaking a butterfly survey. All should have their ID cards/written permission. Anyone found trespassing - call the Police.</p>
<b>Grass Sledges</b>	<p>There are 4 grass sledges available and these must be booked through the Guide Office. See price list for charges. Helmets are provided and gloves should be worn (not provided). In the event of wet weather, the sledges should not be used, and the Warden informed. If the visit is only to use the sledges (eg in an evening) a booking for Downing or Magpies must also be made so as to have access to facilities.</p>
<b>Grounds and boundaries</b>	<p>Please be aware that in the woods there are some areas of deep water and banks that are vertical in places.</p> <p>In strong winds groups should keep out of the wooded areas.</p> <p>Take care to avoid tree stumps, overhanging branches, rabbit holes etc.</p> <p>The bridle path, hedge and railway are the site boundaries. Please keep out of the fenced SSSI site except for accessing the gate to the lane.</p> <p>You can access the bridle path at the bottom of the field by walking down the right-hand side of the field and crossing the stile into the SSSI please keep to the edge of the field. The padlock code will be sent to you along with the other codes.</p> <p>Please remember to walk around people's camps and not through them when on the field.</p>
<b>Health and Hygiene</b>	<p>Please note that you will need to bring toilet rolls, first aid kit, soap and towels for washrooms/toilet areas.</p> <p>Please ensure that a high standard of cleanliness is maintained throughout the buildings and campsite.</p> <p>Do not put sanitary towels/tampons etc down the toilets - please use the bags and bins provided.</p>
<b>Local Shops</b>	<p>There are shops and takeaways in nearby Bingham and Bottesford.</p>

<b>Mail</b>	Cannot be delivered to the site.
<b>Main Gate</b>	When people are on site the main gate should be closed but not locked - especially at night. Please lock the padlock and chain onto the top of the gate. If no one is remaining on site, the gate must be locked.
<b>Noise</b>	Please respect other users on site by keeping noise to a minimum between 11pm and 7am.
<b>Places of worship</b>	There is a church in Orston but check times of services.
<b>Risk Assessments</b>	Please see separate Risk Assessment documents on the website. These should be read before visiting/undertaking the activity.
<b>Rubbish</b>	The bin is located at the end of the drive. Because of fly tipping it has to be kept locked - key is on the notice board for your site (in Magpies Toilets for unequipped sites). Please put rubbish in bags and ensure they are securely tied at the top. If the bin is full, please take it home and not leave it at the side of the bin. Please also take home items that can be recycled.
<b>Safety</b>	Please ensure participants are aware of the safety issues around the site.
<b>Showers for Campers</b>	Showers are available for all campers One is wheelchair accessible. Slot meter - 20p per shower  When using the camper's showers - to avoid the fire alarm going off in the holiday house the windows and main door should be open when the showers are in use. After use please ensure that everywhere is clean and there are no belongings left. If there are several groups using the showers please liaise over the final cleaning of the shower room.
<b>Smoking/Vaping</b>	This is a no smoking/vaping site. Smoking/vaping is only permitted in the marked designated area located on the main driveway near the carpark. Please dispose of cigarette ends in the bucket provided.
<b>Souvenirs</b>	Souvenirs are located in Magpie's House, and on Magpies and Downing campsites. If on the unequipped sites - please speak to the warden. Money and forms should be left in the box provided with the souvenirs.  This is an indication as to the type and cost of souvenirs available at Elton to help in advising on the level of pocket money to bring. The selection does change from time to time.  Badges - around £1 <ul style="list-style-type: none"> <li>• Elton site</li> <li>• ELTON Challenge - but need to complete the challenge!</li> <li>• I've been grass sledging at Elton</li> <li>• I'm supporting the wildlife at Elton</li> <li>• Going away with Nottinghamshire</li> </ul> Postcards 25p, Pencils and Pens 25p - 60p, Fridge magnets £1, Knitted toys 50p - £1

<b>SSSI</b>	The fenced area is a Site of Special Scientific Interest. It contains rare flowers and grasses. During the months of July - October there may be animals grazing within this area. Please do not feed the animals nor try to pet them. Please keep out of this area unless accessing the gate to the lane.
<b>Telephone and Useful numbers</b>	There is no telephone available and mobile phone reception may be patchy. Please bring a mobile and ensure the number is on your booking form - please inform the Guide Office of any change.  Belvoir Medical Practice - ask for Bingham Surgery - 08444 773999 QMC Nottingham - 0115 924 9924 Grantham and District Hospital - 01476 565232 Emergencies - dial 999 Medical Non-emergencies - dial 111 Police non-emergencies - dial 101 Warden - Marc Popplewell - 01949 81604  Please see emergency contact list on the notice boards.
<b>Toilets and Elsan Disposal</b>	There are three toilet blocks. One toilet in each block (not Peet toilets) is wheelchair accessible.  There is an elsan emptying point near the Peet toilets.
<b>Transport</b>	Trains - the station is Elton and Orston (on the Nottingham to Grantham line). Contact National Rail on 08457 48 49 50 regarding the timetable.  Local Bus Network-contact <a href="http://www.travelineeastmidlands.org.uk">www.travelineeastmidlands.org.uk</a> for details of local buses.
<b>Water</b>	Please be aware that all water on site is on a meter. Please ensure that taps are turned off to reduce wastage.
<b>Where to Visit</b>	Contact Tourist Information Centre, Nottingham Tel: 08444 775678 or email <a href="mailto:tourist.information@nottinghamcity.gov.uk">tourist.information@nottinghamcity.gov.uk</a>  Places of interest to visit include:  <b>Nottingham</b> - Nottingham Castle, Brewhouse Yard Folk Museum, Bowling Alley, Skating Arena, Wollaton Hall,  <b>Nottinghamshire</b> - Sherwood Forest, Rufford Abbey, Clumber Park, Newark, Bingham Leisure Centre, Scarrington Village (famous for its pile of horseshoes), Holme Pierrepont Water Sports Centre.  <b>Leicestershire</b> - Belvoir Castle, Grantham (indoor pool, etc), Twinlakes  <b>Lincolnshire</b> - Belton House (adventure play area, nature trail etc)

**To Make a Booking or to find out more**

<b>How to Book</b>	<p>Please phone the office to check availability. Bookings must be made on the booking form and sent to -</p> <p>Girlguiding Nottinghamshire 16-18 Burton Road Carlton Nottingham NG4 3DF</p> <p>A non-refundable deposit and the booking form must be received within 3 weeks of the provisional booking otherwise the booking will be cancelled.</p> <p>Cheques to be payable to <b>The Guide Association - Nottinghamshire - Elton.</b></p>
<b>For Further Information</b>	<p>Please contact</p> <p>Email - <a href="mailto:office@girlguidingnottinghamshire.org.uk">office@girlguidingnottinghamshire.org.uk</a></p> <p>Phone - 0115 987 7220</p> <p>If you want to arrange a site visit - please contact the office, your details will then be passed onto the warden who will make contact</p>