



Mistletoe Bay Eco Village & Camp Ground

School Groups – Key Information and Conditions

Our environment at Mistletoe Bay is beautiful but it is fragile, and we all need to play our part in sustaining the delicate eco-balance, which prevails in the bay and its environs. We require all our guests and school groups to respect the special nature of Mistletoe Bay and abide by the Core Principles (*attached to assist with preparation of your group*) of the Trust when staying in our facilities.

Teachers and Camp Personnel please note - we provide our facilities and equipment to schools at a 40% discount. The commercial side of our operation is integral to us providing this benefit to schools. It is because we offer this discount, we expect schools to pay extra respect, care and attention to looking after our facilities, equipment, grounds and our beautiful place.

Remember, we are a CHARITY with a vision for Conservation, Sustainability and Environmental Education – our children, your students are our stewards of the future.

The ‘Sustainability Orientation’ is a core activity for all school groups at Mistletoe Bay. This will be presented to your group by our Education Director as soon as possible on the day of arrival. This helps your group to understand how Mistletoe Bay works and your responsibilities in caring for and respecting the bay and its facilities. This orientation provides you with some of the how to and what to do as part of your daily routine during your stay.

All School Bookings require a 20% deposit. The balance will be invoiced plus GST to the school on the camp conclusion. Cancellation within 90 days of arriving will see no refund of the deposit.



School Group Rates:

Whare: \$20 per student per night. (Teachers and Support Adults free to max 6, each additional adult \$20 per night).
Note: Allocation of number of whare dependent on group size – please consult with managers.

Linen: \$7.50 pp

Camping: \$10 per student per night. (Adults free 1:5 ratio, each additional adult \$10 per night).

Vogel Cottage: \$190 per night

Waste Disposal: \$100 per group

Water Taxi: \$25 per student (To Mistletoe Bay and return to Picton).

Richard de Hamel – Marine/Bush Science Study: \$12 per student per day

Equipment Rates

Kayaks	\$100 per day for all 10 Kayaks (Life Jackets provided)
Optimist Yachts	\$250 per day for 6 Optimists (Life Jackets provided)
Stand Up Paddle Boards	\$100 per day for 4 SuPs (Life Jackets provided)
Rescue Boat	\$70 per day (Life Jackets provided)
Rogaining (Orienteering)	\$20 per day for this kit
NCEA Activity Cost Allowance	\$40 per student (est)

Education Director (From 1st February 2020)

The Education Director will provide full support and quality assurance for teachers with their camp preparation and delivery. See below more details.

(The Trust reviews costs regularly and will advise of any changes in charges).

Where a school books all 8 whare in the Eco Village they have sole use of the full Eco Village facility.

The Eco Village - Comprises of double-unit cabins or whare (total 8 units), and the accompanying fully equipped communal kitchen and meeting facility 'Thorburn Totara Room'.

Each of the eight double units has its own shower, toilet, 4 bunk beds including 2 doubles, and a living area. We also have 8 stretcher beds available. **All students must bring their own sleeping bags, pillow cases and towels.**

The units have solar powered water heating, and energy efficient heating in each unit.

*A designated person is to be made responsible for the operation of the heat pumps, and under no circumstances are the remote controls to be removed from the rooms.

The Camp Ground - Includes 42 camp-sites (non-powered) large camp kitchen, ablution block with 4 showers (\$2 coin operated).

Shared Facilities - In addition to both facilities we have a large drying room, a café and shop with basic supplies and treats, and a small Science Laboratory which provides opportunity to further investigate the ecology and bio diversity of the bay.

The Vogel Cottage - Is a self-contained newly renovated 2 bedroom bach at the head of the campground and can be booked to support school groups also.



Mistletoe Bay Eco Village

Waste Recycling – We adhere to a strict policy here at Mistletoe Bay.

Our eco village is designed to be waste efficient. All waste-water is processed and re-cycled. We have a glass crusher for glass bottles and we have a recycling system.

We will deal with your food scrap waste for our compost, worm farms and chickens – your students can help with this. Our managers will advise you of this process.

For Schools – In the Eco Village or Camping

Before your camp please consider the packaging and waste material associated with your food order and talk to your supermarket/butcher/food provider about reducing/minimising - particularly non-recyclable materials. In this way we build an awareness together of the need to reduce waste and change/challenge packaging practices. This also reduces your waste while at Mistletoe Bay.

1. You will be given recycling bins 1 per where/campsite to collect your daily waste materials. At the end of each day the bin contents are to be sorted appropriately at our Recycling Centre labelled biodegradable bag lined bins without contamination – plastic bottles, cans – aluminium and tin, cardboard and non-recyclables.
2. At the end of your camp we weigh up your recycled materials to give you a total waste generated per day, per person for your stay ratio. (We are collecting this data as a way to help schools minimise waste).
3. You take your waste back with you in the bags provided or leave with us to dispose of at your cost to the Havelock Recycling Station.

Your help is **essential** in achieving these goals.

Water

Our water reticulation system is in operation, and all water on site is drinkable. Drinking water is sometimes in short supply over the summer period and all groups should conserve water and use it sparingly. The toilets however are on a re-cycled grey-water system and can be flushed when required.

Under no circumstances can potable water be used for recreational purposes such as water-slides etc.

First Aid

We have a reasonable first aid kit on hand, however the ultimate decision on medical problems will be left to your own “person in charge”.

Special contingency arrangements should be in hand when a child has an allergy to wasp or bee stings.

We have our own “Risk Management Policy” which is available from our website.

Education Director – As at 1st February 2020

Our Education Director will be available to help you in every way to ensure your camp is high quality, achieves the curriculum, key competency and social objectives you have set for your camp and provides quality advice and assurance to you, your Board of Trustees and your community.

Our Education Director will help you with the following;

- Camp Programme Development
- Menu and Food Order co-ordinating delivery to Mistletoe Bay
- Risk Management Plans specific to your camp
- Water Taxi transportation - obtaining our special pricing for Mistletoe Bay school camps
- Welcome your group to Mistletoe Bay
- Co-deliver your programme with you and your camp personnel
- Will liaise with other activity providers to add further dimension to your programme eg: Steadfast Traditional Sail, Kaipupu Point Trust
- Reducing your professional work load and give you time back
- Provide a high quality professional support prior to and during your camp

3 Day Camp Package

Please note, from 1st February 2020, we will be actively promoting a 3 day camp package for schools that will provide the very best experience in 3 days at a very affordable cost. This 3 Day Package will be co-planned by our Education Director and the class teacher to meet the specific needs of your students, the curriculum and co delivered with the support of other camp personnel. **Please see example 3 Day Camp Package Activity and Cost Options** below for your consideration. These can be shaped in a bespoke manner to suit.

Cost Per Student pro rata on a class of 30

3 Day Camp Year 5/6	3 Day Camp Year 7/8
Accommodation (2 nights) Water Taxi (Return from Picton) Food (2 Breakfasts/Lunches/Dinners) Kayak Hire (1 Day) Stand Up Paddle Board Hire (1 Day) Rescue Boat Hire (1 Day) Educator (3 Days) Waste Cost Richard de Hamel – Marine Science Orienteering Beach/Stream Study Sustainability Orientation Sense Training Bivouac Building Total Camp Cost Per Student \$160.00	Accommodation (2 nights) Water Taxi (Return from Picton) Food (2 Breakfasts/Lunches/Dinners) Kayak Hire (1 Day) Stand Up Paddle Board Hire (1 Day) Optimist Yacht Hire (1 Day) Rescue Boat Hire (1 Day) Educator (3 Days) Waste Cost Richard de Hamel – Marine Science Orienteering Native Bush Stratification Beach Zonation & Succession Sustainability Orientation Rope Bridge Building Bivouac Building Kaipupu Point - Donation to Trust Total Camp Cost Per Student \$163.50
3 Day Camp Year 9 & 10	3 Day Camp NCEA Level 1, 2 or 3
Accommodation (2 nights) Water Taxi (Return from Picton) Food (2 Breakfasts/Lunches/Dinners) Kayak Hire (1 Day) Stand Up Paddle Board Hire (1 Day) Rescue Boat Hire (1 Day) Educator (3 Days) Waste Cost Kaipupu Point - Donation to Trust Tramp from Anakiwa Mountain Bike to Anakiwa (Bike Hire) Curriculum Specific Study Sustainability Orientation Sense Training Bivouac Building Total Camp Cost Per Student \$208.00	Accommodation (2 nights) Water Taxi (Return from Picton) Food (2 Breakfasts/Lunches/Dinners) Kayak Hire (1 Day) Stand Up Paddle Board Hire (1 Day) Rescue Boat Hire (1 Day) Educator (3 Days) Waste Cost Curriculum Specific Study Sustainability Orientation NCEA Credit Activity Allowance Total Camp Cost Per Student \$188.00



Activities at the Bay

Water Based

Sailing - We have 6 optimist yachts that are perfect for teaching students the basics of sailing.

Kayaking - Our 10 kayaks provide great opportunity for students to build their confidence on the water.

SuPs - Our 4 stand up paddle boards are perfect to take your water challenge and experience for your students to the next level.

Mistletoe Bay is very sheltered and very safe for students to be introduced to water based activities, build their confidence and learning as they take on the challenges that each activity presents.

Fishing - There has been some good fish caught from our jetty.

Swimming - Diving from the jetty of our pontoon there is lots of fun to be had all year round. The bay is so safe for all.

Land Based Activities

Hiking Tracks

Vogel Track - This track located in the north east corner of the bay takes you on a 40 minute journey through a beautiful and original native bush and forest. From dense native undergrowth in the lower part of the track to sparse low growing bush and tree root covered track with tall rimu and beach trees at the upper end. We have some very old rimu with one over 800 years old. This track is perfect for study of the bush/tree stratification along with reinforcing the importance of our conservation principles.

Peninsula Track - This track separates Mistletoe Bay and Waterfall Bay and takes you through regenerated bush area on a relatively even track for a 50 minute return walk. Accessed from the western beach front, this area has changed significantly with the removal of the wilding pines over the last decade making this bush area an interesting study to see how our native species are regenerating.

Trig Lookout Track - This track is accessed by following the road out of Mistletoe Bay back to almost where it joins Kenepuru Drive. Turn right onto the Queen Charlotte Track and approximately 15 minutes along there is a turn off to the Trig Lookout. This 90 minute return trip is great for a tramp and the effort is rewarded with breath taking views over Queen Charlotte, Kenepuru and Pelorus Sounds.

Beach/Stream Study - Mistletoe Bay is fed by a small stream which enables a great study of what happens in a fresh water to sea water marine ecosystem. Placing down a quadrant and observing the different species in that space, noting the habitat and then moving the quadrant is a great way for students to build an understanding of bio diversity in a delicate ecosystem. Being tidal, Mistletoe Bay offers a great learning opportunity for all year groups primary to secondary.

Bivouac Building - We have 4 sites for bivouac building which works well in pairs or in groups of 4. This is a great team building exercise and enables students to be mindful of the environment as they construct their bivouac. Materials for this activity are provided and have been sourced from the bay area.



Rope Bridge Building - We have a large selection of ropes for this activity. Problem solving, communication, prototyping and experiencing failure are common to this team building activity. The difficulty can be scaled according to the age group with ease.

Ropes - There are a variety of activities using ropes that can be put in place in any part of the bay area. Again, the only limit is your imagination.

Sense Training - This is an activity for all ages and is a lot of fun as well as a great learning. Bare feet and blindfolded, students negotiate a pathway with only a rope to hold onto to guide them. Obstacles, natural and placed make for lots of fun. Taking the rope through the stream adds to heightening the senses especially when the small native eels start biting.

Team Orienteering - Our course is set taking in part of the two tracks close to the bay and the immediate surrounds. We have permanent markers in place that are coded. A full kit with instructions and maps is all set to go for your group. This is a great teamwork activity to build on the other activities on offer.

Science Lab - We have a small science lab at the bay equipped with two microscopes and support material to help you deepen the learning from beach, stream and bush study.

Telescopes - We have two telescopes to take in the night sky. The stars are very bright at Mistletoe Bay and a clear night presents a perfect opportunity to take astronomy to a new level in your programme.

Curriculum Specific Activities - Art, Music, Writing, Photography, Mathematics, Social Studies etc., the options are all here for you to deliver anything and everything. The only limit is your imagination. Our Education Director will help you plan the best experience for your students.

Service - Many school groups do a **Service Activity** as part of their camp programme usually on the last day to assist the Mistletoe Bay Trust to care for maintain the property. Please discuss this with our Education Director.

Please check out our website for anything new at Mistletoe Bay as we do have some new projects in the pipeline. Please do not hesitate to contact our Education Director PH: 03 5734048, email: stay@mistletoebay.co.nz if you need further information.

Boating in and Around the Bay

If your school is bringing out boats to the bay for whatever reason, please note and inform the owners of the boat that there is a strictly enforced 5 knot speed limit imposed within the confines of the bay (200m from the shore). This extends out to the Peninsula Point head, and the point opposite due north at the entrance to Mistletoe Bay. So when you enter the bay by boat, **PLEASE SLOW TO 5 KNOTS OR LESS**.

The use of "water skis" or "biscuits" is restricted to the area out to the mid-point of Onahau Bay, in all cases at least 200m from the shore.

Damage to Property

The cost of repairs or replacement of damaged property or equipment will be invoiced to the school. Please make sure you advise the managers if this has occurred at the time to avoid any problems or embarrassment. Facilities and equipment will be checked with the teacher in charge after use or prior to departure.



General

Fires are NOT permitted. Leave no trace of your visit. Be considerate to others. Students must stick to the tracks when walking or hiking. Lifejackets must be worn at all times when using boats. These are available on site. Supervisors must make sure students are safe at all times particularly near the water.

The Education Director and or site manager will address all groups on arrival regarding health and safety issues and deliver the Sustainability Orientation on arrival.

More information is available on our website www.mistletoebay.co.nz or contact: stay@mistletoebay.co.nz

Mistletoe Bay Eco Village R D 2 Picton Queen Charlotte Sound 03 573 4048 021 1318283



Funding Assistance for Deserving Students

The Mistletoe Charitable Foundation has been established to provide financial assistance for families who cannot afford for their child to experience the outdoor educational programmes at the Mistletoe Bay Eco Village in the Marlborough Sounds. Each year the Foundation awards a number of Student Camp Scholarships to the Mistletoe Bay Trust to allocate. If you have a student who thoroughly deserves to attend your class camp and because of financial reasons their mum and dad cannot afford to pay for them to go then please inquire directly to Simon Heath, Mistletoe Bay Trust PH: 0272588220. Our policy is that any sholarship awarded will not be for the full amount but will be significant support to the family.



Mistletoe Bay
Eco Village

Contract Agreement between the Mistletoe Bay Trust

and _____ School

Teacher in charge _____ Date: / /

We understand and agree to:

- undertake to live by the Mistletoe Bay Trust Core Principles and Conditions as described for the duration of our stay at Mistletoe Bay.
- abide by the following rules and guidelines to ensure we leave Mistletoe Bay as we found it or better and get the most from our experience.

THE RULES WHEN USING THE WHARE ARE AS FOLLOWS:

- No food or drinks inside the whare
- No shoes inside the whare
- All whare to be vacuumed after use
- Close doors and windows carefully without slamming
- A basic bathroom and toilet clean to be completed before leaving

The Full Bay Facilities:

- Please make sure no rubbish is left in the grounds
- Water and Power are to be conserved – we measure usage daily per whare
- Please respect other bay users/guests
- Please use steps and tracks and avoid stepping onto garden areas
- Share the ground space fairly and in co-operation with other groups/guests

Please remember, Mistletoe Bay Trust is a charity, has been built by volunteers who have a passion for education, conservation and environmental sustainability. We want children/students to enjoy what Mistletoe Bay has to offer, but at the same time take good care of what we have provided through our hours and years of hard work. Thank you.

Teacher Signature: _____

Student/Class Group Signatures

Please have the full class sign their name as agreement to the special agreement between them and the Mistletoe Bay Trust