

# Glenny Wood Fact sheet



## The lodge building at Glenny Wood

We have our centrally heated lodge, which is great for Beaver Scout Sleepovers, Pack Holidays, and other residential experiences needing indoor accommodation and ideal for training events.

The building is suitable for sleeping 25 or so people, with two side rooms for leader/young leader accommodation.

**Main Hall** - Central heating is provided in the main hall with a boost button on the wall to the kitchen. When the heating is on it helps to keep the door to the kitchen and front door, plus serving hatches closed as much as possible.

There is a projector screen available for use. The Chairs, Tables and brushes are in the small rooms at the front door side of the hall.

**Chairs / Tables and Brushes** - these are for indoor use only. **The chairs must be stacked, with 8 in each.** A chair trolley is provided to move them. We have 8 tables and 20 chairs. If you need more chairs, then please let us know and this can be supplied.

**Kitchen** - the work tops and much of the surrounding walls are of stainless steel, for hygiene purposes. The kitchen walls are also clad with kitchen standard plastic sheeting. Please keep these clean during your stay.

There is a 6 ring, large oven gas cooker, water boiler for drinks and a fridge / freezer for you to use. All cooking equipment you need to bring with you. The sink has hot water provided from the central heating boiler.

**Please bring long matches** with you, as this is the way to lit the rings and oven.

**Gas** - The gas tap is outside the kitchen, along the small side path. This gas tap is there for emergencies only. Otherwise please do not touch it and always leave it on.

In an emergency, you turn the gas tap handle upwards and this will turn off the gas.

**Side rooms** - there are two carpeted side rooms, ideal for leaders or to separate the boys / girls in mixed groups.

**Veranda** - Please enjoy sitting on this area, plastic chairs provided. Please put everything back as found. Please also do not use BBQ / altar fires on the wooden veranda, (sorry to say this but it has been known!)

**Heating** – In the winter months the heating is set to come on automatically from 7pm to 8:00pm. There is a boost button switch on the RHS of the kitchen wall in the hall. Please use this to advance the heating if cold. If you are planning for a 2 hour visit, then advance the heating by an hour, this will be plenty to have a warm room and reduce gas consumption.

**Construction** - The lodge is made of sheet metal with insulation in between and the roof has two layers of roof corrugated sheet again with lots of insulation in between, so once the lodge gets warm, with lots of people, and the hall doors are closed it keeps the heat well.

**Health and Safety** - Each user should complete their own risk assessments when using the site.

- **Windy weather policy statement** - Glenny Wood camp site is in a very wooded environment, and advice has been sought from our professional adviser O Frost Forestry & Arboriculture Ltd.

<http://www.ofrostarbor.co.uk>

- Following advice received, **when winds exceed 32mph (force 7), consideration to closing the site until the winds have died down should be made.** The safety of all site users is paramount, therefore all section leaders/adults in charge using the site must add in a wind speed criterion into their risk assessment and action accordingly.

*Our site moto for all users to follow please*

***“Take nothing but photographs and memories – leave nothing but footprints”***

○ Wind speed can be sought from the following links below or the users preferred weather app. Glenny Wood Management team use automatic notification information from Windy, for all speeds above 28mph.

- Windy - <https://www.windy.com/51.458/-2.763?51.456,-2.762,16>
- BBC Weather website - <https://www.bbc.co.uk/weather/2652947>
- Met Office website -

[https://www.metoffice.gov.uk/weather/forecast/gcnhch92j#?nearestTo=Clapton%20In%20Gordano%20\(North%20Somerset\)&date=2020-03-06](https://www.metoffice.gov.uk/weather/forecast/gcnhch92j#?nearestTo=Clapton%20In%20Gordano%20(North%20Somerset)&date=2020-03-06)

○ For safety considerations, when forecasted wind speeds reach 32 mph level, Glenny Wood site management reserves the right to close the site. Anyone on site will be required to leave.

● **LPG** – There is an LPG tank on site which is out of bounds. A separate fact sheet and risk assessments area available for this, please familiarise yourself with these when using the site. –

○ **Factsheet** - <https://glennywood.org.uk/onewebmedia/Factsheet%20-%20LPG.pdf>

○ **Draft Risk Assessment** - <https://glennywood.org.uk/onewebmedia/RISK%20ASSESSMENT%20-%20LPG%20supply.docx>

● **First Aid** - Section Leaders are expected to bring and use their own First Aid kit when using the site and manage situations as they arise. An emergency first aid kit is available on site, if you have forgotten to bring your own, sited in the Adults loos, attached to the back wall. To access the kit the room code is C1360. Please ensure other adults in your group are advised of this code, both to access the adult loos and emergency first aid box. If you use the first aid box, please let me know so I can refill it. -

<https://glennywood.org.uk/health-1/first-aid-1.html>

● **Ticks (Lyme disease)** - Like many woodland areas, with bracken and Deer we do have ticks at Glenny. Please be aware of this and don't forget to remind your parents / guardians to check their child for ticks after a visit. Info on ticks can be found around the site and on the website – Health section. You can also get Tick repellent spray, "google" to find it!! <https://glennywood.org.uk/health-1/ticks-1.html>

● **Accidents** - Safety, I am sure, is a priority for all of us and through good supervision, communication and managing expectations I am sure you can have a great time at Glenny. Occasionally accidents happen, so if one of your members has an accident then this should be reported as per your organisations procedures, please also let me know, so I can review for site safety.

If you should damage the site please let me know on the contact details below.

Have a safe visit, risk assessments are on the website and if you have created additional ones and are able to share these, please email them through...

● **Dogs** - Please remember we do not allow dogs on site, except guide dogs and police dogs.

● **Risk assessments** – draft copies to assist leaders / those reviewing risks our on our website – linked with the activity / camping / lodge. - <https://glennywood.org.uk/home/safety/risk-factsheets>

**Glenny Souvenir Shop** - We have a range of badges, magnets, pencils, woggles etc for site users to purchase to remember their visit / stay at Glenny Wood. There are a number of posters about on site showing what is available and the prices. If you would like the Shop open then please contact me below. Alternatively let us know what items you wish to purchase and we can either leave them in an agreed place on site or post them to you and add the amount to your bill! The small profit made from the shop is ploughed straight back into the site.

<https://glennywood.org.uk/home/shop-new>

**Rubbish** - We have no method of rubbish disposal, therefore please take all rubbish home with you or take it to the local recycling centre...Black Rock Quarry, Valley Road, Portishead, BS20 8JY

Summer opening hours (March to Sept ) * 8am to 6pm Monday, Wednesday and Friday * 10am to 6pm Thursday * 9am to 6pm Saturday * 9am to 5pm Sunday * closed Tuesday * 9am to 5pm bank holidays	Winter opening hours (October to end Feb) 10am to 4pm Monday, Wednesday, Thursday and Friday 9am to 4pm Saturday and Sunday closed Tuesday 9am to 4pm bank holidays
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**Leaving the lodge** - When you finish in the lodge please ensure you leave the kitchen clean and tidy, you have taken home with you all your equipment, unused food, detergents / hand wash, tea towels etc. Please turn off the fridge / freezer, the socket is above the appliance, and leave it empty, clean and both doors left open.

**As you will have also used the other site facilities** please leave the site clean and tidy, ready for the next users.....when packing up and leaving please remember to put things back as you found them, and follow the site motto **take nothing but photographs and memories – leave nothing but footprints**

- Please ensure you clean toilets / showers and all areas used
- Please remember to litter sweep the site.
- Please also put all unburnt wood back in the wood pile and return the altar fire to the storage area.
- Please ensure that when you have locked up all the padlocks you **thoroughly scramble** the codes so ensuring the security of the site and sheds

**After your visit** - Please email [booking@glennywood.org.uk](mailto:booking@glennywood.org.uk) to confirm your numbers and what activity areas you used and equipment. This will then generate an invoice to be paid within 14 days of receipt please.

**Photos** - We welcome any photos to use on our website of your adventures at Glenny

**Covid-19 requirements** – please ensure you read and follow the Glenny Wood risk assessment - <https://glennywood.org.uk/home/covid-19-adapted-site-open/>

- **Lodge route** – please follow the route shown on the signs for entrance and exit
- **Face masks** – Scouts and older should wear masks when inside, as be Government rulings and hat of the Scout Association or your own ruling body.
- **Cleaning the Lodge** – please ensure you clean the areas of the lodge use. There are gloves, disinfectant wet wipes, rubbish bag and guidelines provided. This is in addition to sweeping out all areas and taking everything home you have brought in

**Lodge risk Assessment** – We have a draft Risk Assessment to assist you in completing your assessment. <https://glennywood.org.uk/onewebmedia/RISK%20ASSESSMENT%20-%20Lodge.docx>

**Thank you** for using our fabulous site and have a great time and please leave it clean, neat and tidy.....

Reviewed & Updated – April 21