



PGL Campaspe Downs Group Bookings & Venue Hire Guide





PGL Campaspe Downs

Highlights

- Outstanding facilities for societies, conferences, meetings, retreats, AGMs, family reunions
- A range of optional extras including instructor-led activities, staff support, full catering provision and accommodation upgrades
- Great location on the outskirts of the Macedon Ranges, just an hour's drive from Melbourne
- Set among 160 acres of natural bushland with plenty of indoor and outdoor space
- Local attractions include Daylesford, Kyneton, Mount Macedon National Park, and Hanging Rock

Contact details

1302 Trentham Road, Kyneton, VIC 3444
Info@pgladventurecamps.com.au
1300 859 895

Arrival

Prior to your arrival our Reservations Team will have discussed with you your needs, arranged any facilities you may have agreed with them, and confirmed your expected arrival time. You'll be met by a member of our Guest Care Team who will ensure you have everything you need to make your stay a success.

Departure

On the day of departure, we ask that all accommodation is vacated by 9am. If you'd like to keep some or all of your rooms for longer than this, please discuss this before you travel with our Reservations Team.

We ask that all guests help us to keep our site and our facilities in a tidy and well-maintained condition. You can help us by:

- Ensuring all your rubbish is in the bins provided
- Leaving self-catering facilities in a clean and tidy condition
- Reporting any damage to us as soon as possible

Additional cleaning charges will apply if the areas your group have been using are not returned to a satisfactory state.

Capacity 450

Other groups

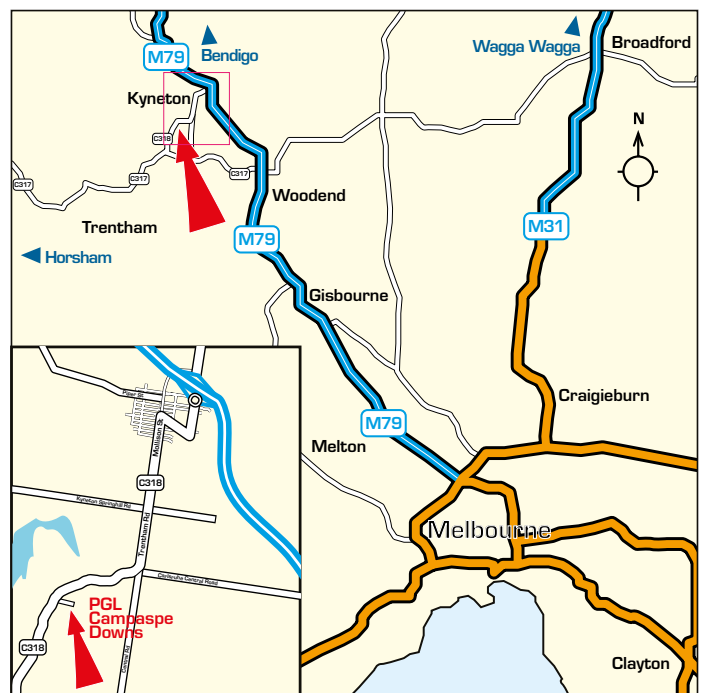
As we often cater for multiple groups, we ask all groups using our site to be mindful of the impact they might have on others, whether it be other campers or neighbours. Our noise curfew is between midnight and 11am the following morning.

We ask that groups respect each other and behave in a manner that reflects the positive experience that being on camp provides.

We offer the option of sole occupancy for larger groups; please discuss this with our Reservations Team.

Your safety

The safety and wellbeing of our guests is our top priority. During your welcome meeting you'll receive a briefing from one of our Guest Care Team which includes important information about your stay. It is your responsibility to make sure that your group understand these safety messages and adhere to them.





Facilities

- Three large indoor meeting rooms
 - “Conference Building” - 270 sq m conference room, plus 120 sq m lounge area and a kitchenette
 - “The Barn” – 375 sq m
 - “Activity Centre” – two areas, each 300 sq m
- Multi-purpose sports hall – 50m x 30m with two basketball courts, soccer goals, badminton, netball and volleyball posts and dividing net
- Recreation room with pool table and two table tennis tables
- 25m indoor swimming pool* with changing rooms and sauna
- Two lakeside lounges with seating and hot drink facilities. One with 15m x 10m decking area overlooking the lake
- Main dining room – seats 250, with outdoor seating for 200 on large lakeside deck

*The use of the pool should be discussed and agreed in advance with our Reservations Team. To ensure appropriate levels of supervision and safety, some organisations may have specific requirements regarding lifeguards. There may be additional costs if PGL lifeguards are required.

Facilities at Campaspe Downs are shared with all the guests using our site. If you have a specific program that requires large amounts of indoor or outdoor space, please make sure you discuss this with our Reservations Team so that we can try to accommodate your requests.

IT equipment and internet access

Wi-Fi is available at Campaspe Downs close to the main office building. We can provide basic printing, scanning and copying for a small charge.

We have basic AV equipment available for use during your stay. Please request this in advance.

Outdoor space

- Full-sized cricket/football oval
- Large canoeing/rafting lake
- 2 tennis courts
- 2 giant chess/chequers boards
- 2 downball courts
- Bush golf course



Leaders' Lounge



Recreation Room



Sports Hall

Accommodation

- A range of accommodation with up to 450 beds
- Bunkhouses with multiple rooms sleeping 6 to 12, with attached bathroom blocks, with various twin en suite rooms
- Cabins with 2 to 4 rooms in each, 4 to 8 in a room, mostly en suite, with various twin en suites for leaders
- Quality Bell and Platform tents

We provide a fitted sheet but please bring your own bedding and towels (doona/sleeping bag and pillow). Alternatively, bedding is available for a supplement of \$10+GST. If you'd like to hire it from us, please discuss this with our Reservations Team before travel.



Self-catering facilities

We have three self-catering kitchens available to suit different group sizes:

- Conference Room – catering for groups up to 50
- Shearing Shed – catering for groups up to 300
- Dining Hall – catering for groups up to 250 indoors and 200 outdoors

Our kitchens provide:

- Crockery
- Cutlery
- Cutting boards and trays
- Glasses and mugs
- Gas cooking hobs
- Fridge and freezer, or walk-in cool room and fridge
- Toaster
- Kettle and/or wall mounted boiler with tea- and coffee-making facilities
- Convection oven, microwave and commercial ovens
- Cleaning products – e.g. dishwashing liquid and tea towels

You will need to bring with you:

- Pots and pans for cooking
- Cooking utensils
- Serving dishes
- Serving utensils

We will show you how the equipment works and where the isolating switches and taps are to ensure everyone's safety.

Please let our Reservations Team know your requirements and we can advise if there is anything you need to provide yourself.

Full catering

(Optional extra at a supplement. Please call for details)

We offer a fully catered program.

- Our menu is seasonal and changes periodically
- All dietary needs are taken into consideration and we can cater for most requirements
- Fresh fruit is always available
- Salad bar with lunch and dinner
- Indoor and al fresco dining by the lakeside

Our menus are seasonal to make the most of seasonal and fresh produce and we serve generous portions of fruit, vegetables, and salad. For a sample menu, please speak to a member of our Reservations Team.

Your first and last meal will depend on your program and arrival and departure times. We will discuss set mealtimes with you before arrival.

Dietary requirements

We endeavour to meet all dietary needs. In order to help our Catering Team, we ask that you provide us with full details of any allergies, special diets or intolerances no later than two weeks before arrival.





Optional upgrades

Activities

We have a range of adventure activities for your group on site. Please see www.pgladventurecamps.com.au/activities for full descriptions of all activities.

All our activities are thoroughly risk assessed in accordance with the Australian Activity Standards to ensure safe and enjoyable activities for all our guests.

Group-led activities

We have a number of activities that you will be able to lead for your group. Following a safety briefing by one of our trained instructors, you will be provided with all the resources you need to deliver safe and exciting activities by yourself.

PGL instructor-led activities

We also have an exciting range of more adventurous activities which are led by trained PGL instructors. We can deliver these to any sized group and design a program of activities to suit your needs.

Your final program can include anything from one activity led by yourselves, right up to a full program of instructor-led activities. Prices for group-led activities start at \$5 per person per activity. Prices for PGL instructor-led activities start at \$10 per person per activity based on groups of 12-15. Please talk to our Reservations Team to discuss your requirements and plan the program to suit you.

Staff support

A Duty Manager is available throughout your stay to deal with any issues that may arise, as well as supporting you in the event of an emergency or serious incident.

PGL Campaspe Downs has a well-structured Emergency Management Plan that has been devised with local emergency services. Should you require a copy of the plan before you travel, to help with your own contingency planning, please speak to our Reservations Team.

If you require more help or closer support during your stay, we can provide one of our trained and capable PGL Group Leaders to assist you throughout your stay. There is an additional charge for this service, please speak to our Reservations Team.

