

Sai Kung Outdoor Recreation Centre

Notes to Campers

(I) Introduction

Located in the Tui Min Hoi Area of Sai Kung, the Sai Kung Outdoor Recreation Centre (the Camp) is just about a 20-minute ride on minibus from Choi Hung MTR Station. The Camp, formerly an army barrack, was returned to the Hong Kong Government in 1976. The former Government then decided to develop the area into a campsite, thus conversion work of the area began in 1985 and the barrack was gradually redeveloped into a modern campsite with a variety of recreational facilities. Apart from participating in a wide range of recreational and sports activities, campers can also visit the nearby Lions Nature Education Centre managed by the Agriculture, Fisheries and Conservation Department.

(II) Transportation and Location

- (1) Take bus no. 92 or minibus no. 1A at the exit of Choi Hung MTR Station; or minibus no. 101M at the exit of Hang Hau MTR Station; or bus no. 792M at the exit of Tiu Keng Leng MTR Station to Sai Kung. Get off near the Sai Kung Fire Station and walk for about 5 minutes to the Camp.
- (2) Take bus no. 299 in Sha Tin and then change for minibus no. 4 or 4A at Sai Kung Town Centre in Yi Chun Street to the Tui Min Hoi Area. Alight at the entrance of the Camp after passing the Sai Kung Fire Station.
- (3) Coaches should stop at the entrance (lower gate) of the Camp near the Sai Kung Fire Station. Groups with special needs may call the Camp for alternative arrangement.

(III) Activities and Facilities

(A) Facilities

Outdoor Facilities: Swimming Pool (open from April to October), Archery Range, Roller Skating Rink, Rope Course, Children's Play Area, Tennis Courts, Mini-soccer Pitch, Basketball Court, Children's Cycling Area, Gateball Court and Barbecue Site.

Indoor Facilities: An Indoor Games Hall for activities such as gateball, sports climbing, table tennis and badminton. A Recreation Room with facilities such as American pool, soccer game machine, air hockey and Chinese billiards. An **Indoor Activity Centre** with a Children's Play Room, Children's Toy Car Room, Karaoke Room, [Arts & Crafts Room](#), Dance Room, Activity Room, TV Room and Reading Room. In addition, squash and American pool can be played in the Squash Courts.

Function Rooms: An Assembly Hall and function rooms of various sizes for holding seminars, workshops, meetings, skill training and games during the sessions for campsite activities.

GovWiFi Service: The free "GovWiFi" service is available from 9:00 am to 10:00 pm daily. The coverage includes the Activity Complex, Indoor Games Hall, Squash Courts, Leisure Room, Cafeteria, Indoor Activity Centre (including Reading Room, TV Room, Dance Room and Activity Room) and Recreation Room. Campers are required to bring their own notebook computers to use the free internet service.

(B) **Programme**

Residential Camp

Time	(I) Day One Programme	(II) Day Two to Day Four Programme	(III) Last Day Programme
8:00 am - 8:40 am	-	Breakfast	Breakfast
9:00 am - 11:00 am		Campsite activities #	Campsite activities #
11:00 am - 12:00 noon		Free-time activities* (use of leisure facilities at campers' disposal)	Packing and return of loaned articles
12:00 noon - 12:40 pm		Lunch	Lunch
12:40 pm - 1:00 pm		Free-time activities* (use of leisure facilities at campers' disposal)	Return of dormitory keys before 1:00 pm / Departure
1:00 pm - 2:30 pm			
2:30 pm - 2:45 pm			
2:45 pm - 3:30 pm	Check-in / Free-time activities* (use of leisure facilities at campers' disposal)	Free-time activities* (use of leisure facilities at campers' disposal)	
2:45 pm - 3:30 pm	Check-in procedures / Orientation		
3:30 pm - 6:00 pm	Campsite activities #	Campsite activities #	
6:00 pm - 6:40 pm	Dinner	Dinner	
7:00 pm - 10:00 pm	Campsite activities #	Campsite activities #	
11:00 pm	Bedtime	Bedtime	

Please refer to Programmes (I) and (III) for residential camp that lasts for two days and one night, and Programmes (I), (II) and (III) for residential camp that lasts for at least three days and two nights.

Day Camp

Time	Programme	Leisure facilities (open round-the-clock except meal time)
9:30 am - 11:00 am	Check-in procedures / Orientation / Free-time activities*	Free-time activities*
11:00 am - 1:00 pm	Campsite activities#	
1:00 pm - 1:40 pm	Lunch	
1:45 pm - 3:15 pm	Campsite activities#	Free-time activities*

Evening Camp

Time	Programme	Leisure facilities (open round-the-clock except meal time)
4:30 pm - 5:00 pm	Check-in procedures / Orientation / Free-time activities*	Free-time activities*
5:00 pm - 7:00 pm	Campsite activities#	
7:00 pm - 7:40 pm	Dinner	
8:00 pm - 10:00 pm	Campsite activities#	Free-time activities*

3:15 pm - 4:30 pm	Free-time activities* / Departure		10:00 pm - 10:30 pm	Return of loaned articles / Departure	
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#Campsite Activities: - The starting time of various activities is slightly different. Please read the “Activity Timetable” or listen to the announcements at the Camp.

- Coached activities include archery, rope course, roller skating, sports climbing, gateball and dancing.

(The provision of coached activities is subject to the instructors’ availability and the actual number of campers participating in each session.)

- Arts & crafts, children cycling, badminton, table tennis, air hockey, squash, American pool, soccer game machine, Chinese billiards, tennis, basketball, soccer, volleyball, karaoke, etc.

***Free-time Activities:** - Campers are welcome to use the campsite facilities during the camping period except meal time.

- Facilities include Children’s Play Area, Children’s play room and Children’s Toy Car Room (the use of which must be accompanied by parents), Activity Room, Reading Room and other leisure facilities.

Swimming: The Swimming Pool is open from April to October every year. (Annex 1)

Opening Hours	April to May	June to August	September to October
9:00 am - 12:45 pm	✓	✓	✓
1:45 pm - 5:45 pm	✓	✓	✓
6:30 pm - 10:00 pm	X	✓	X

(C) Points to Note

- (1) Campers can only participate in activities such as archery, rope course, roller skating, sports climbing, gateball, dancing and elderly fitness under the guidance of instructors.
- (2) Venues/Equipment of ball games such as badminton, tennis, table tennis and American pool are/is allocated according to the number of campers of individual groups.
- (3) All recreational and sports equipment such as rackets, balls, roller skates, bicycles, etc. can be borrowed from the Camp.
- (4) The swimming pool is open from April to October. (Campers are required to bring their own swimsuits.)
- (5) For safety reasons, campers taking part in recreational activities must wear sports shoes with rubber soles and suitable sportswear. They must also follow the instructions of the Camp staff or they may not be allowed to take part in the activities. Campers entering the

Indoor Games Hall must wear white, light coloured or non-marking sports shoes with rubber soles.

- (6) The Camp does its best to arrange a variety of activities to cater for the needs of different campers. Activities will be arranged according to the number and age of the campers, the availability of instructors and camp counsellors as well as the weather condition. Please refer to the on-site announcement and the daily programme for change of activities.
- (7) If individual groups require special arrangement for recreational and sports activities, booking of venues or equipment, please contact the Camp's programme staff on 2791 2245 and return the completed "Request for Recreational Activities/Booking of Function Room" (Annex 2) one month before the camping period.

(IV) Meal Arrangement

- (1) Besides daily breakfast, lunch and dinner, the Restaurant also provides extra dishes and late-night snacks upon request. For details on meal arrangement and amendment, please deal with the Restaurant.

- (2) Meal Time:

Type of Camp	Type of Meal	Meal Time	Charge per person (\$)	Persons per table	Remarks
Day Camp	Lunch	1:00 pm*	27	10	The Restaurant arranges meals according to the number of campers who have paid their camp fee. For campers who arrive late/depart early or do not turn up for their meals for whatever reason(s), no special meal will be arranged for them and their meal charges will not be refunded.
Residential Camp	Dinner	6:00 pm* (Barbecue: 6:00 pm -10:00 pm)	69 (38)	8	
	Lunch	12:00 noon*			
	Breakfast	8:00 am*			
Evening Camp	Dinner	7:00 pm* (Barbecue: 6:00 pm -10:00 pm)	27 (38)	10	

*Each meal lasts for 40 minutes.

- (3) For the meal time and seating arrangement, please refer to the notice board at the Restaurant upon check-in.
- (4) Payment for meals shall be made to the Restaurant directly in cash or by a crossed cheque made payable to **Thankful Restaurant** upon check-in. For campers below the age of 3, meals are free-of-charge.
- (5) If there is any request for Western-styled meals, barbecue packs, special dishes/set meals or any cancellation of meals/change in the number of campers for meal services, please notify the Restaurant **at least one week before the check-in date** for confirmation and follow-up. Otherwise, payment for meals shall be made according to the number of campers who have paid their camp fee

(V) Check-in and Check-out Procedures

(1) DAY CAMP

The persons-in-charge of day camping groups are required to complete the check-in procedures between 9:30 am and 10:30 am and the check-out procedures before 4:30 pm at the Camp office.

(2) EVENING CAMP

The persons-in-charge of evening camping groups are required to complete the check-in procedures between 4:30 pm and 4:45 pm and the check-out procedures before 10:30 pm at the Camp office.

(3) RESIDENTIAL CAMP

The persons-in-charge of residential camping groups are required to complete the check-in procedures between 2:30 pm and 2:45 pm and the check-out procedures before 1:00 pm at the Camp office on the last day of the camping period. Dormitory keys must be returned to the Camp office.

(4) Campers should go to the Assembly Hall or designated place for orientation conducted by the Camp staff.

(5) If any camper has to arrive late or early, the person-in-charge of the group must inform the duty manager in advance and complete the registration procedures as required. If any residential camper has to leave the camp before 8:00 am the next day, the person-in-charge of the group must complete the registration procedures as required at the Camp office before 10:00 pm that night.

(6) If the whole group cannot arrive as scheduled, please call the Camp as soon as possible or inform the Camp staff in writing so that alternative arrangement can be made.

(7) To avoid causing disturbance to other campers and for security reasons, the Camp does not receive campers after 10:00 pm or before 7:30 am.

(VI) Arrangements for Inclement Weather

(1) If Typhoon Signal No. 3 or above is hoisted or Black Rainstorm Warning Signal is issued at 7:00 am on the camping day, all the day camp bookings will be cancelled. If Typhoon Signal No. 3 or above is still hoisted or Black Rainstorm Warning Signal is still in force at 12:00 noon, all the residential camp and evening camp bookings will also be cancelled. The Camp staff will arrange the checked-in campers to leave the campsite on their own under safe circumstances. Campers may apply for refund of camp fees. Please retain the receipt issued by the Department for refund.

- (2) If Red Rainstorm Warning Signal is issued on the camping day, please contact the Camp staff for camping arrangement before check-in.

(VII) Points to Note and General Rules for Campers

- (1) Full sets of bedding are provided in the dormitories. All dormitories are air-conditioned from 4:00 pm to 8:00 am between May and October, and supply of hot and cold water in bathrooms is available round-the-clock. Residential campers have to bring only their own clothing and sanitary items.
- (2) During the camping period, each group will be represented by one person-in-charge. Requests from individual campers may not be entertained.
- (3) Should the person-in-charge of a group be replaced before or during the camping period, the replacement must be aged 18 or above and the Camp should be informed as soon as possible so that the formalities could be carried out.
- (4) The camper identity is not transferable during the camping period.
- (5) Campers are not allowed to invite any person who has not paid the camp fee to the campsite. Visitors are not allowed to enter the campsite without the prior approval of the duty manager. In addition, visitors have to register at the office.
- (6) Each dormitory can accommodate eight persons and the Camp allocates dormitories according to the number of campers. Persons-in-charge of the groups may decide the combination of male and female campers for each dormitory.
- (7) Please keep the dormitories clean and take good care of public property. Do not move any furniture without permission.
- (8) Please conserve flowers and trees and keep the campsite clean and tidy.
- (9) Please do not bring any valuables to the campsite. Campers must take care of their personal belongings. The Camp will not be liable for any loss of property.
- (10) There is a restaurant in the campsite and cooking is not allowed in the campsite. If campers have any special request, please contact the Camp in advance.
- (11) Campers must compensate for any loss or wilful damage of equipment or loaned items of the Camp.
- (12) To maintain the tranquillity of the campsite, campers must not make excessive noise. Radios and audio devices can only be used if no disturbance is caused.
- (13) All activities must stop after 11:00 pm and campers must keep quiet so as not to disturb other campers.
- (14) Smoking is prohibited in the campsite.
- (15) Please do not eat or drink in any activity venues.
- (16) Please do not bare your body or wear pajamas in the public area. Swimsuits are only allowed within the swimming pool area.
- (17) No unauthorised use of electricity in the campsite.
- (18) The Leisure and Cultural Services Department will not be liable for any injury, death or loss of property caused by campers' own fault.
- (19) If any venue or facility of the Camp is found not suitable for holding activities, the Camp Manager

has the right to temporarily suspend or cancel the activities.

- (20) No dogs or other animals are allowed in the campsite.
- (21) Do not drive into the campsite without permission.
- (22) Do not hang any flags/banners or put up any posters without permission.
- (23) Beware of service vehicles within the campsite.
- (24) Any activities in breach of the laws of Hong Kong or against public order such as excessive drinking, gambling, drug consumption, etc. are strictly prohibited. Violation will be reported to the police and no refund of the paid fees will be made.
- (25) The Camp Manager can request any camper who fails to comply with the Camp's rules or commits any misconduct to leave the campsite at any time. In such case, no refund of the paid fees will be made.

(VIII) Change of Information

For addition of campers or change in arrival time, please contact the Camp staff on 2792 3828 seven working days before the camping period. Any change of information must be applied for in writing and prior approval must be obtained from the Camp Manager.

(IX) Enquiries and Contact Methods

- (1) Enquiries before the camping period:
For enquiries concerning the dormitories, activities and other arrangements before the camping period, please contact the Camp staff on 2792 3828 during office hours (8:30 am to 4:00 pm from Monday to Friday and 8:30 am to 11:00 am on Saturday, except public holidays).
- (2) Enquiries during the camping period:
For enquiries or comments during the camping period, please contact the duty manager at the Camp office.
- (3) In case of emergency after 11:30 pm where assistance is required, campers may contact the duty manager by:
 - asking the security guards on duty at the upper or lower gate to notify the duty manager; or
 - calling 2791 7778 or visiting the Camp office.
- (4) For enquiries concerning meal arrangement, please contact the Restaurant on 2490 9011.
- (5) For enquiries concerning arrangements for special events, venue bookings or arrangements for inclement weather, please contact the programme staff on 2791 2245.

Wish you, your friends and family a happy and memorable stay in the Camp.

西貢戶外康樂中心 設施分佈圖

Sai Kung Outdoor Recreation Centre Location of Facilities



Sai Kung Outdoor Recreation Centre

Notes to Swimmers (Applicable from April to October)

1. Wash your body thoroughly in the changing room before swimming.
2. Walk through the water curtain and footbath before proceeding to the pool deck area.
3. Bring along a pair of clean slippers if you want to wear slippers in the pool deck area. Wear them at the entrance of the pool and follow the steps below:
 - i) scrub the bases of the slippers against the rough surface of the mat at the entrance of the pool;
 - ii) wash the slippers thoroughly at the designated area;
 - iii) walk through the water curtain and footbath with the slippers on before proceeding to the pool deck area.
4. Bring along a clean white T-shirt if you prefer to wear a T-shirt while swimming. Wear it on top of your swimming suit and walk through the water curtain and footbath before entering the pool deck area.
5. Non-swimmers should walk through the disinfectant mat bare-footed or in a pair of clean slippers brought on their own before entering the pool deck area.
6. Children aged under 12 not accompanied by adults are not allowed to use the swimming pool.
7. If you feel unwell, like having any symptoms of vomiting, diarrhea, fever, flu, red-eye disease, skin infection or respiratory infections (such as coughing, sneezing, etc.), do not enter the pool deck area.
8. Do not rely on life buoys or other swimming aids.
9. Do not use diving masks, fins or other diving apparatus.
10. Keep the changing room and the toilet tidy and clean.
11. Do not spit, litter or throw any objects into the pool.
12. Do not eat, drink or smoke.
13. Keep the floor clean.
14. Do not swim if you are starving or very full.
15. Do not run or dive.
16. Those who damage any public facilities are liable for compensations.

Please observe the above and help keep the swimming pool clean and hygienic.

To : Manager (Sai Kung Outdoor Recreation Centre)
 Fax no. : 2792 0203

Sai Kung Outdoor Recreation Centre
Request for Recreational Activities/Booking of Function Room(s)

To facilitate liaison and arrangement, the person-in-charge should complete this form and return it to the Program Section of Sai Kung Outdoor Recreation Centre, Tui Min Hoi Area, Sai Kung, N.T. by fax (fax no. : 2792 0203), by post or in person, **1 month** before the check-in date. **If the Centre does not receive the completed form by the deadline, activities of the camp day will be arranged by the Centre. The Centre's decision shall be final.**

1. Name of Organisation : _____ Name of Person-in-charge : _____ Camping Period : _____
 No. of Campers : _____ Type of Campers : _____ Contact No. : _____ Mobile Phone/ Pager No. : _____

2. Preference for Campsite Activities
Note: Whether the activities preferred could be arranged depends on the availability of instructors and the actual number of participants in each session on that day. The information provided below is for reference only.

I. **Coached Activities:** Please indicate your preference in the order of 1, 2, 3...
 (Note: If there are less than 50 participants in a session, that session will be suspended without separate notification. For the arrangement of coached activities on that day, please contact staff of the Program Section at 2791 2245.)

Coached Activity /Time	Day Camp		Evening Camp		Residential Camp		
	1100-1230	1345-1515	1730-1900	2000-2130	1530-1730	1900-2130	0900-1100 (next morning)
Archery							
Roller Skating							
Rope Course							
Sports Climbing							
Gateball							
Dancing							

II. **Ball Games:**

- Football, Basketball (Person-in-charge may borrow equipment from the office of the Centre for a session of half an hour on a first-come-first-served basis before that session begins.)
- Tennis, Badminton, Table-tennis and American Pool (Equipment will be evenly distributed to camping groups according to the actual number of participants in each session on that day.)
- Squash, Chinese Billiards, Snooker, Soccer Game Table and Air Hockey (Campers may borrow equipment from the relevant venues on a first-come-first-served basis.)

III. **Other Activities:** Please indicate your preference in order of 1, 2, 3...
 Karaoke Arts & Crafts Children's Bicycle (For children aged under 12 and below 1.4 m tall)
 Children's Play Room / Children's Pedal Cycle (For children who are below 1.2 m tall and must be accompanied by parent(s))

3. Function Room(s)/Equipment for Self-organised Activities

Day Camp - Time slots for booking : 1100 - 1300; 1345 - 1515
 Evening Camp - Time slots for booking : 1700 - 1900; 2000 - 2200
 Residential Camp - Time slots for booking : 1530 - 1800; 1900 - 2200; 0900 - 1100 (next morning)

Date	Time	Purpose	Equipment required for function room(s)	No. of Users
			Microphone <input type="checkbox"/> Whiteboard with Marker <input type="checkbox"/> Others (subject to availability): _____	
			Microphone <input type="checkbox"/> Whiteboard with Marker <input type="checkbox"/> Others (subject to availability): _____	

Notes: (1) Provision of function room(s)/equipment is subject to availability.
 (2) For changes to the specified time slot(s), please contact the Centre one week before the check-in date.

4. Other Arrangements (Please specify): _____
 For enquiries about the above arrangements, please contact staff of the Program Section on 2791 2245.