WELCOME BROCHURE HIKER'S CABIN

Tips for a good, safe and environmentally friendly stay

(Merkenveld Team and volunteers thank you in advance)

Rules of Play

GENERAL
- inform all the leaders of this information and make your members aware of it
- keep it quiet and clean, safe and environmentally friendly
- do not disturb our neighbours, keep it quiet and polite, do not ring the bell of nearby houses
- must bring a fitted sheet, pillowcase and sleeping bag (or instead of a sleeping bag possibly a sheet, Merkenveld has a (limited) number of blankets).
- when using (stairs) ladders always be connected with 3 contact points, so also with the ladders of the bunk beds.

SOUND AND NOISE
- silence from 10 p.m. (at the campfire circle from 11 p.m.)
- no amplification, megaphone, firecrackers and fireworks
- always report evening games
- respect the night's rest of the animals, neighbours and other resident groups

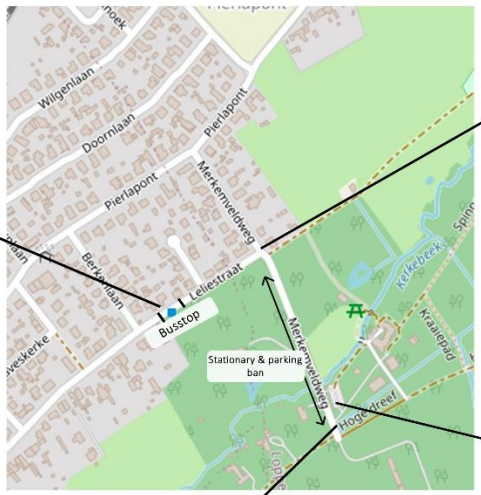
PARKING GUIDELINES
- Merkenveld is car-free, parking is only possible on the parking lot and along the nearby streets. Be careful where you park along the streets (see pictures and explanation)!
- In the Merkemveldweg, from the intersection with the Leliestraat towards the Hopper parking, there is a no parking zone!
- Prohibited from parking on a two-way street opposite another stationary or parked vehicle if this would make it difficult for two other vehicles to cross each other
- Have a parking attendant post up in Merkemveldweg when parents bring/pick up members.
- Please provide us with your number plates upon arrival, so we can notify you if you are parked illegally.
- If your group brings its own bus, we ask you to park it only on the bus parking area (see map) and not to drive any further, not even to load and unload. There are push carts available to unload luggage and/or material.

Parking along the street is possible,
provided you observe the following regulations:

1) Parking in the direction of travel
2) No parking in front of driveways

4) Do not park in the bend and as long as there are white continuous or interrupted lines

3) Parking is prohibited less than 15 meters on either side of the bus stop sign



Parking Hopper Merkenveld

Bus Parking

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LOADING AND UNLOADING
- you can drive up to the loading and unloading area twice per camping period, once on arrival to unload and once on departure to load;
- maximum speed on the access road to the loading and unloading zone: 5 km/h;
- Merkenveld provides push carts;
- loading and unloading between 10 pm and 8 am is not allowed;
- no trucks above the weight of 7,5 tonnes are allowed into the loading and unloading zone! The truck must be stationed in the Leliestraat or Merkenveldweg and all material and luggage can be brought to the camping site using Merkenveld's push carts.

RECEPTION
- on arrival, always report to the reception first, where we go over the most important information and agreements;
- in the context of safety, you must submit an accurate **attendance list** (names of the participants and indication of which nights they will be staying here) at Merkenveld reception on the day of arrival or in advance by emailing to merkenveld@hopper.be;
- for all questions you come to the reception where a volunteer or staff member helps you further;
- the reception is open from 8h-22h; there may be changed opening hours during the summer holidays;
- during the summer holidays you give when you arrive the license plates of your vehicles and the name and mobile phone number of a person in charge who can be reached at all times; this mobile phone number is also added to the WhatsApp group 'Merkenveld zomer'; all present groups, holiday-residents and staff are in this large WhatApp group during their stay; this WhatsApp group is only used for following appointments: bread orders, shower reservations, opening barriers, agreeing on a checkpoint when the group leaves, opening the containerpark and informing the group in case of wrong parking; outside the opening hours of the reception desk you can also ask urgent questions on the WhatsApp group; agreements or discussions between the accommodation groups themselves cannot be made in this WhatsApp group;
- We also ask for the name and mobile number of the first aid responsible;
- in the reception there is a mailbox for each group; also in the reception the ordered bread for each group will be there every morning; a lockable compartment is available in the fridge area for charging mobile phones (bring your own padlock!);
- every day at 9 o'clock (or in consultation with the holiday director at another time) there is a camp council on the domain; of each group one person is expected at the camp council every day; bring your own cup, we will provide the coffee;
- during this short meeting information is given, you can ask questions, place orders, make reservations; try to make as many appointments as possible with the holiday director during this camp council;

FIRE SAFETY
- make sure that in case of a (tent) fire, the fire can spread to other tents as little as possible; keep 4 meters distance between (blocks of) tents;
- never leave a wood or gas fire unattended;
- making fire and smoking in the forest is prohibited;
- costs of fire department intervention are charged to the group causing the fire.

CAMPFIRE AND WOOD FIRES
- No fires under the shelter of the hiker's cabin
- only after permission - Merkenveld may issue a fire ban at any time;
- campfire only in the campfire circle with fire extinguisher cart! - You can pick up the fire cart at the reception;
- the hiker’s cabin’s have their own fire bowl; please put the lid on the fire bowl when not in use, especially when you leave;
- extra cooking and wood fires only in above-ground barrels or containers, which are closed at the bottom and on the sides (not in and on the ground); flames do not exceed the upper edge

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by more than 50 cm; Merkenveld has fire bowls with base available free of charge; a grill is also available for this fire bowl, so you can use it as a barbecue;
- only burn dead brushwood or untreated clean wood from a shop, certainly not trash;
- place your stock of brushwood at least 5 meters from your fire;
- have buckets of extinguishing water ready and extinguish your fire completely (with pond or stream water) when you leave it; at the campfire, use the fire extinguisher cart;
- ash left over from the fire bowl and/or fire pits must be deposited in the campfire circle when you leave; please put the lid on the fire bowl afterwards.
- in extreme drought, there may a fire ban, even a ban on cooking over an open fire; inform yoursefl and organize yourself in advance.

FORESTRY AND NATURE
- Do not damage trees and bushes, respect young plantations.
- Cutting living trees (or their branches), axes and saws are prohibited in the forest. For wooden constructions you can use our lashing/pioneer poles (around 400 available in different lengths).
- Do not dig holes or trenches, do not throw anything into the pond, pool or Kerkebeek.
- play in a forest friendly way: limit noise and speed, tidy up all playing material

WATER AND ENERGY
- Be economical with water
- (drinkable) water is available for the hiker's cabin's at the sanitary block; there are also taps with (drinkable) water at the bridge near the reception;
- the consumption of electricity in the hiker's cabin is charged separately; upon arrival, together with an employee of Merkenveld, the meter reading is taken, just like when leaving;
- in each hikers cabin there is a refrigerator;

WASTE – ALSO SEE THE WASTE SORTING GUIDE FURTHER ON
- avoid waste: buy fresh food in bulk, in large packagings or in returnable packaging
- In order to avoid wasting food, we give some guidelines for quantities:
    - Bread: 7-11 years: 1 bread per 8 children - 12-16 years: 1 bread per 6 children - +16 years: 1 bread per 5 children
    - Bread topping: 7-11 years: 3 slices per bread meal - +12 years: 4 slices per bread meal
    - Pasta: 75g per child - 100g per adult
    - Pasta sauce: 200g per child - 350g per adult
- all waste is sorted! - transparent garbage bags and PMD bags can be bought at the reception desk - a garbage bag costs €3,5, a PMD bag costs €1; only the bags bought at the reception desk are accepted in our waste sorting park; also paper, cardboard and food waste can be offered at our waste sorting park; in case of badly sorted waste we charge €5 per bag; you have to bring your own glass to the glass bulb in street 'Pierlapont' (see plan on next page), coarse waste you have to take back home
- ask the Merkenveld employee to open the waste sorting park and bring your waste there

CLEANING
- during the summer holidays every day a different group cleans the sanitary block (toilets, sinks, refrigerator area, surroundings of the sanitary block); this is done via a turn-key system; a volunteer from the reception opens and closes the cleaning room at the sanitary block.
- Each group camping or staying in the hiker's cabins must bring their own toilet paper.
- Do not place the table of the cabin outside. If you want a table to put outside, you can request it at the reception.
- The cabin should be cleaned according to the following **cleaning guidelines**:
    - Place trash can holder and chairs on the table.
    - Thoroughly sweep first, then mop with slightly damp floor mop. The hiking cabin is all wood, so be sure not to use TOO MUCH WATER!!!

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- Clean kitchen furniture thoroughly; all kitchen utensils back in place (according to stickers); Empty and clean thermos and kettle; Empty and clean the refrigerator, unplug it and block the door so that it stays open (otherwise it will become moldy).
- Empty all trash cans and take them to the container park with a member of the reception staff.
- Deposit the ashes from the fire bowl in the campfire circle and put the lid on the fire bowl.
- On the campfield 'Houtland' of the hiker's huts remove all litter.
- When leaving, notify a staff member so that the electricity meter can be read.

INTERNET

- free wifi is available in the hiker's cabin and around the sanitary bloc;
- select the network 'Visitors', open your browser, accept the terms of use, no password is required;

REACHABILITY

- The railway station of Zedelgem is at 1,4 km from Hopper Merkenveld. On the map below you see a pleasant, car-free route from the station to Merkenveld.

Vlaanderen
is toerisme

Merkenveld is recognized by Toerisme Vlaanderen as a youth accomodation with the classification 'comfort'.

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WASTE SORTING GUIDE

PMD → sorting in the blue PMD bag (bleu PMD-roller container)

+ **P**lastic packaging: Bottles, flasks, srew caps, trays, pots and tubes, foils, pouches, cups + **M**etal packaging: Beverage and canning cans, aerosols (not all!! See opposite), aluminium containers and trays, lids, caps and crown caps + Beverage cartons (tetra) e.g. of milk and fruit juice	*- packaging consisting of different materials* *- polystyrene* *- packaging for paint, glue, motor oil, etc.* *- aluminium foil* *- child-resistant fastenings* *- pachaging (e.g. spray cans) with one of these symbols*

PAPER EN CARDBOARD → sorting into cardboard box

+ newspapers and magazines + writing paper + paper labels from jars and tins + paper and cardboard packaging + egg cartons + bread bags	*- wallpaper* *- dirty, greasy and painted paper and cardboard* *- paper napkins and hardkerchiefs* *-kitchen paper*

FOOD WASTE → sorting in round broun or white barrel

+ raw vegetable and fruit residues + potato peelings + leftovers from prepared meals + bread and cakes	*- mouldy and rotten food* *- pachaging material* *- egg shells* *- coffee grounds and filter bags* *- ashes* *- kitchen paper*

! GLASS → TAKE IT YOURSELF TOT THE GLASS BULB IN THE STREET 'PIERLAPONT'

+ empty, rinsed glass bottles and jars + broken drinking glasses	*- refundable bottles* *- lids and corks* *- lamps* *- mirrors* *- flat glass* *- porcelain en earthenware*

RESIDUAL WASTE → SORTING IN TRANSPARANT BAGS

+ all waste that cannot be sorted	*- waste that can be sorted at the waste fractions listed above* *- Small hazardous waste* *- coarse waste*

KGA (Klein Gevaarlijk Afval = Small hazardous waste) → to be handed in at the reception

+ empty batteries + paint and varnish residues + glue + chip fat + aerosol of insecticide	*- waste that can be sorted at the above-mentioned waste fractions*

! COARSE WASTE → TAKE IT HOME, WE DO NOT ACCEPT COARSE WASTE

+ tents + tarpaulins + scenery parts + furniture + clothing	*- waste that can be sorted at the above-mentioned waste fractions*

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EMERGENCIES AND EMERGENCY NUMBERS

AT EMERGENCIES:

- Stay calm.
- Always contact an employee of Merkenveld at the reception or call the Merkenveld number 0(032)50/27.76.98.
- The evacuation zone is between the street Merkemveldweg en the loading and unloading area (orchard); see map on the last page.

WHEN CALLING THE EMERGENCY NUMBER 112 YOU STATE:

- "With *.....(your first name and surname)* from scouts domain Merkenveld, camping area *.....(number camping area)*, Merkemveldweg 15 in Loppem-Zedelgem."
- What exactly happened? What is the emergency situation?
- How many victims are there? How many people are in danger?

Have someone wait for the emergency services at the Merkenveldweg and notify a Merkenveld employee!

MEDICAL EMERGENCY AND FIRE SERIES: tel. 112, install app 112BE on your smartphone (this way your exact location wil be communicated immediately) + notify the reception of Merkenveld

POLICE: tel. 101 + notify the reception of Merkenveld

ANTI-POISON CENTRE: tel. 0(032)70/245.245

DOCTOR: Doctor practice Te Velde, Kloosterstraat 131, 8210 Zedelgem,
tel. 0(032)50/27 74 18
http://www.huisartsentevelde.be (if possible, make an online appointment)
DOCTOR'S WAITING DEPARTMENT: www.wachtposthoutlandpolder.be, tel. 1733 (fri 8pm to mon 8am

PHARMACY: Bouckaert, Groenestraat 189, 8210 Zedelgem, tel. 0(032)50/20.97.50
ATTENTION SERVICE PHARMACY: www.apotheek.be, tel. 0(032)900/10.500 (until 10pm) of 0(032)903/922.48 (between 10pm and 9am) (0,50 EUR/min)

MEDICAL HOSPITAL: AZ Delta campus Torhout (at 10 km), St.-Rembertlaan 21, 8820 Torhout, tel. 0(032)50/23.21.11 of AZ St. Jan (at 12,6 km), Ruddershove 10, 8000 Brugge, tel. 0(032)50/45.21.11

ATTENTION SERVICE DENTISTS: www.tandarts.be/wachtdienst

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Contact details see next page

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- Hoeve-ijs Z, Zaggebroekstraat 2, 8210 Zedelgem, 0479/92.01.52, www.hoeveijsz.be
- Hof Ter Pierlapont, Zeedijkweg 23, 8210 Zedelgem, 0478/76.59.65, www.pierlapont.be
- Klokhof summerbar, Zeedijkweg 20, 8210 Zedelgem, 050/28.00.20, facebook: Klokhof Loppem zomercafé
- Farm shop Augustijnenhof, Rolleweg 32, 8210 Zedelgem, 0475/65.24.30, www.augustijnenhof.be
- Swimming pool Zedelgem, De Groene Meersen, Stadionlaan 48, 8210 Zedelgem, 050/28.83.30, www.zedelgem.be/zwembad
- Subtropical swimming pool Lago Brugge Olympia, Doornstraat 110, 8200 Brugge, 050/67.28.70, www.lago.be/brugge
- Boudewijn Seapark, Alfons de Baeckestraat 12, 8200 Brugge, 050/38.38.38, www.boudewijnseapark.be
- DIY centre Euroshop, Torhoutsesteenweg 370, 8210 Zedelgem, www.euroshop.be

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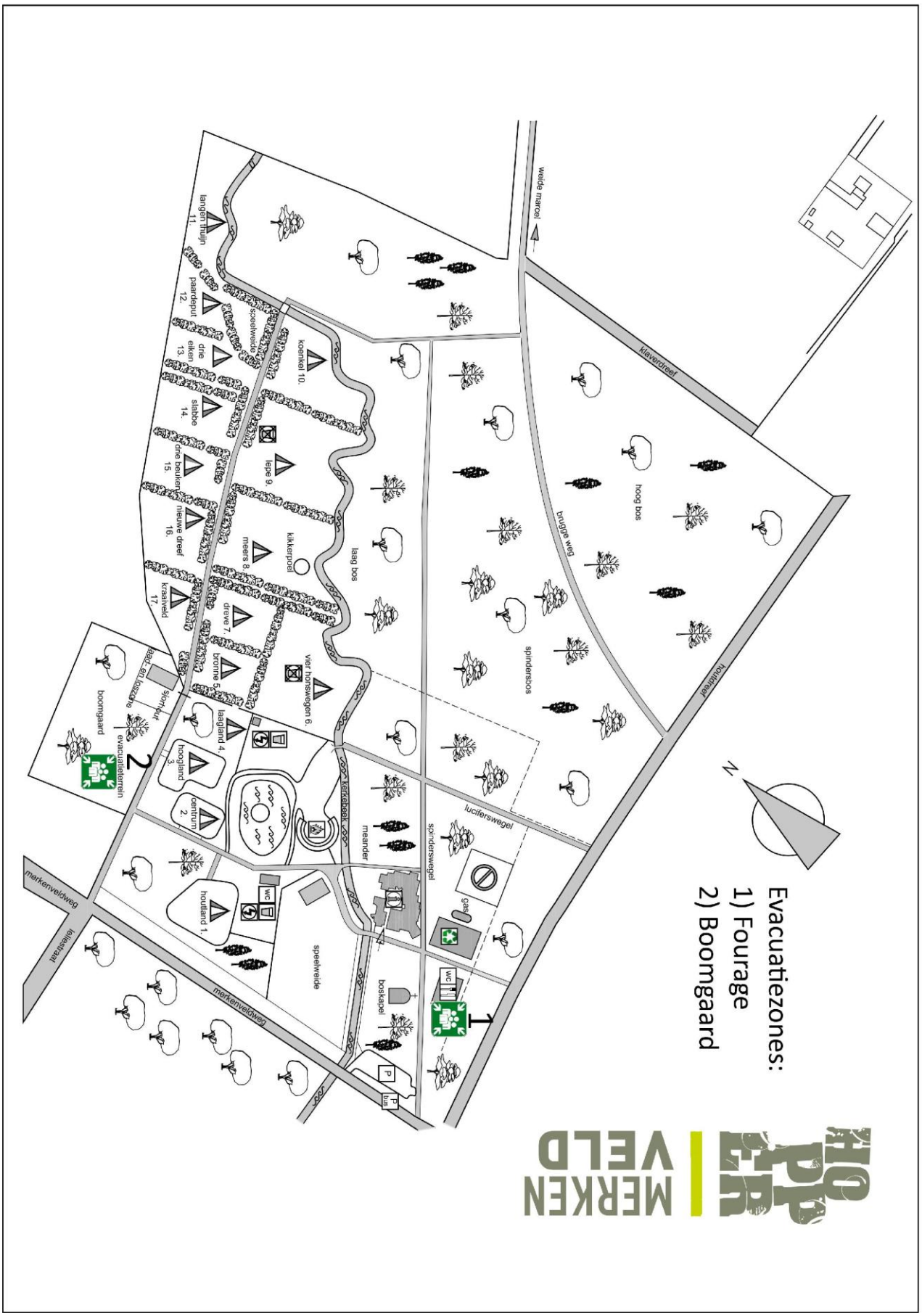

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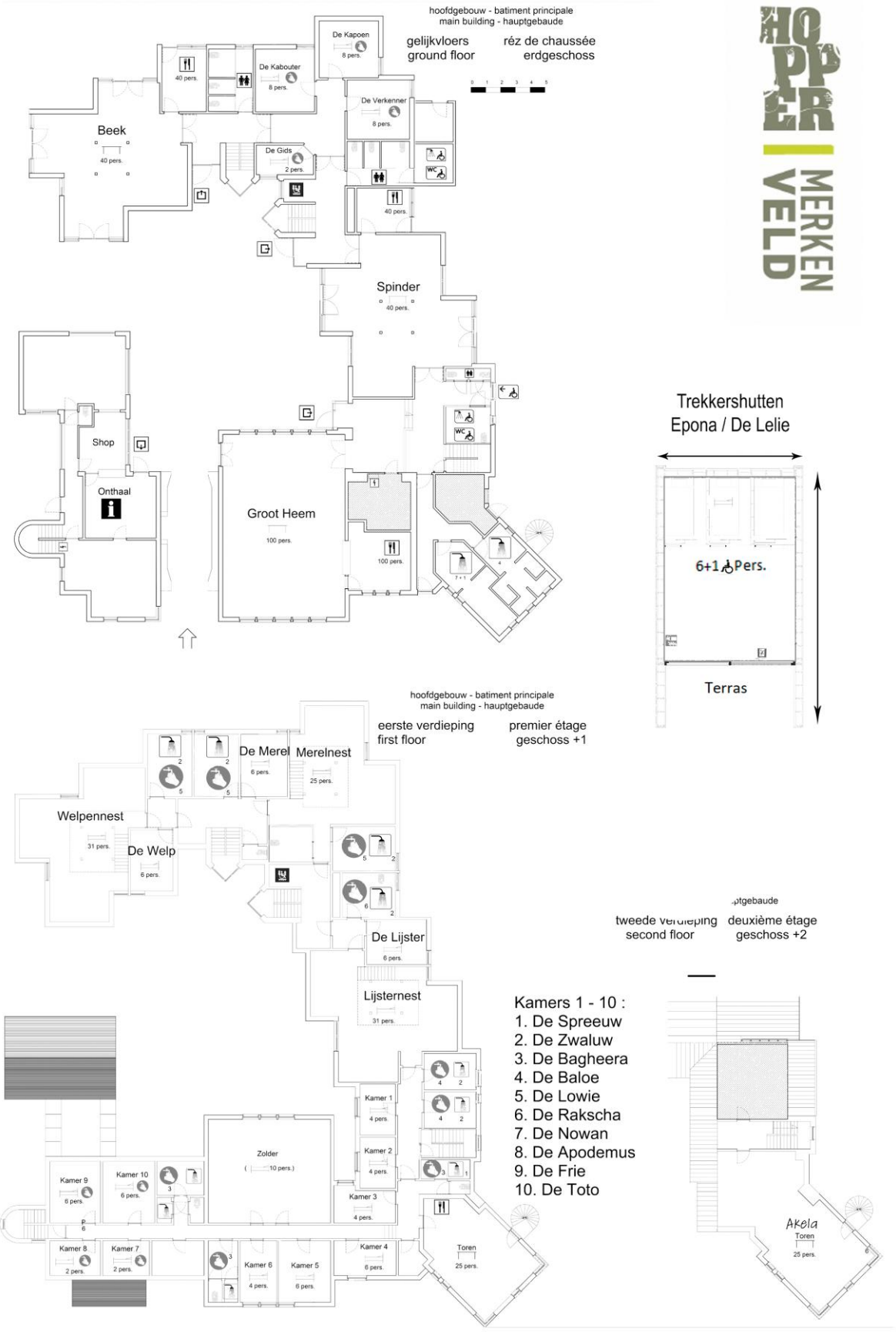

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