

Outdoor Education Planning Guide



Bring the classroom to life!

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1 TEACHER PACKET

1.a COVER LETTER

Caroline Donoho, Outdoor Education Coordinator
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Guest Services Department
GuestService@warmbeach.com • 800.228.6724

Dear Teachers,

We are excited you have chosen Warm Beach Camp for your Outdoor Education (OE) experience. Please use it to keep your colleagues, students, parents, and volunteers well informed. Feel free to copy and distribute pages as needed.

To help with the planning process, we've designed this manual for you. You will find Warm Beach staff are willing and available to come alongside you in planning your OE experience. Successful and fun OE programs are the result of planning and communication. We are available for parent presentations, school assemblies, and consultations to assist you in planning your OE experience at Warm Beach Camp.

We look forward to working with you to create an experience your students will find refreshing and valuable.

Sincerely,

Caroline Donoho,
Outdoor Education Coordinator

1.b OUTDOOR EDUCATION PROGRAM OVERVIEW

1.b.i Program Goals

Warm Beach Camp's Outdoor Education Program provides an outstanding setting for children to learn in a natural and abundant environment. Our program is organized with many goals in mind, and the unique surroundings of camp help us to achieve these goals.

You have goals for your students' learning and development; we have goals in our program to support and work with you. Together we can plan a program that supports your goals for your students. Our OE program is aligned with education standards and meets Washington State Essential Academic Learning Requirements. For specifics on which OE courses meet the EALRs, please refer to the classes offered.

Our OE program provides a direct opportunity for students to discover more of themselves, each other, and their impact on the world around them. At Warm Beach, students will learn about relating to each other and being part of a community. With recognition that one impacts another, responsibility and citizenship can develop. Students will have the ability to explore the wetlands, forest, wildlife, and beauty of our nearly 300 acres in a structured yet exciting OE program.

The overarching goals of the Warm Beach Camp Outdoor Education Program are:

- To expose students to the natural world by immersing them in the study of wetland and forested habitats.
- To express the impact of the footprint humans are leaving.
- To educate students in life cycles, food chains, plant recognition, and orienteering.
- To encourage leadership development through initiatives and team activities that require communication, team work, confidence, safety, trust, and encouragement.

Conclusion

Our OE staff look forward to coordinating with you to ensure your goals for your students are met, while providing an eventful and exciting experience for everyone. Our goal is to create a sense of wonder and foster an appreciation of the great outdoors.

1.b.ii Program Overview

Setting: Beautiful Forest and Tidelands

Warm Beach Camp is located on nearly 300 acres of forest and tidal lands on Port Susan Bay. Port Susan Bay holds some of the finest estuarine habitat in Puget Sound. Its marshes, vast mudflats and tidally influenced channels support hundreds of thousands of birds, several species of salmon, smelt, English sole, and clams. Western sandpipers, dunlins, and dowitchers swoop over the mudflats. During winter, Wrangel Island snow geese gather by the thousands in tidal marshes and on nearby farm fields. And hundreds of raptors, from peregrine falcons to short-eared owls, add to the drama.

The Stillaguamish River spills into the bay, mixing freshwater and saltwater to create extensive estuarine marshes that produce a vast quantity of decaying organic matter, which feeds the abundant invertebrate life in the tide flat sediments. These tiny creatures, in turn, feed the shorebirds and waterfowl that make Port Susan Bay and adjacent Skagit Bay important stops for migratory birds traveling along the Pacific Flyway.

The land along the shore is forested with cedars, Douglas firs, alders, maples, ferns, and vines providing habitat for wildlife at Warm Beach Camp. Squirrels, chipmunks, raccoons, opossums, hares, deer, slugs, and the occasional garter snake find their home here.

Outstanding Staff Team

The Warm Beach Camp OE staff are dedicated, passionate, and eager to serve and to educate. Our team also includes many behind-the-scenes departments such as guest services, maintenance, dining services, and housekeeping working hard to make your camp experience exceptional. Recreation activities such as the pool, high ropes, climbing tower, and horseback rides are staffed by certified and trained personnel dedicated to camper safety and enjoyment.

Program and Activity Facilities: Warm Beach Camp offers a high and low challenge course, a 40 foot climbing tower, large playfields, ball courts, miniature golf, disc golf, hiking trails, outdoor campfire amphitheaters, a seasonal outdoor pool, horseback riding, and more.

1.b.iii Offered Classes

Birds of Prey: Experience the thrill of studying raptors in their natural environment. Students learn about the habitat and diet of each bird of prey. Participants may have an opportunity to observe hawks, eagles, osprey, and owls along Port Susan Bay. If time allows, students also dissect owl pellets. This class aligns with Life Science EALR 4: Life Science (Domain) Ecosystems (Big Idea) Food Webs (Core Content) Changes in ecosystems affecting the populations that can be supported in a food web.

Climbing Tower: Challenge yourself to climb our 40 foot climbing tower. Experience a new fitness challenge by learning proper climbing etiquette and gear on a belay system. Take a shot at climbing one, two, or all three sides of our tower, each with their unique challenges. Learn the power of encouragement as you work with other climbers to help them reach their climbing goals. Our climbing class allows students to acquire and develop knowledge and skills that will help them maintain active lives. Students are also presented with the opportunity to question and study the rules and procedures of our climbing wall in a safe way (Health and Fitness EALR 1).

Estuary Habitat Survey: Explore the estuary habitat where the Stillaguamish River flows into Port Susan Bay. Students study the Stillaguamish River estuary by examining the water temperature, salinity, depth of the water, and type of soil. Students also learn about the habitat and the organisms that flourish in this unique area. This class is taught using canoes or by walking out to the tidelands. We encourage participants to wear boots or disposable shoes. Our Estuary Habitat Survey course is designed around the use of canoes and includes both explanation as to how to safely use a canoe and practice using a canoe (Health and Fitness EALR 1).

Fresh Water Stream Habitat: Explore the living organisms that inhabit a fresh water stream. Participants learn about erosion, habitat, and human impact. Students test a fresh water stream for water quality, quantity, and speed; while using nets to harvest samples for study. This supports Life Science EALR 4: Life Science (Domain) Ecosystems (Big Idea) Food Webs (Core Content) Changes in ecosystems affecting the populations that can be supported in a food web.

The Game of Life: Take a role in the circle of life and see what it takes to "survive." In this class, participants review the roles of carnivores, omnivores, and herbivores in a food web. Participants also discuss what all living things need in order to survive, and any interruptions that may threaten survival. After review segments, participants are assigned a role in the food web as a carnivore, omnivore, herbivore, or "natural disaster." Each member of the food web strive to survive by avoiding being "eaten" and finding food, shelter, and water. The "Game of Life" is designed to allow students to experience and better understand ecosystems and their changes, as well as food webs (Life Science EALR 4).

Habitat Restoration Project: Choose the habitat restoration project that fits best. Build and install a bird or bat house, remove an invasive species of plants, or care for eroded areas, and make critical trail improvements. These projects require additional school staff

for supervision because students use tools to complete the project. This course can apply to ESE Standard 2 "the natural and built environment" as students will be building, restoring, or maintaining natural environments.

Human Impact Studies: Examine the relationship between farmland, urban development, and habitat management. Students explore the impact and levels of pesticides, animal waste, and fertilizers on the water in the wetland area; and conduct a variety of tests such as dissolved oxygen, nitrates, pH, and others. This class may be designed to fit Life Science EALR 4: Life Science (Domain) Ecosystems (Big Idea) Food Webs (Core Content) Changes in ecosystems affecting the populations that can be supported in a food web or Earth Space Science EALR 4: Earth and Space Science (Domain) Earth Systems, Structures, and Processes (Big Idea) Formation of Earth Materials (Core Content) Earth materials are formed by various natural processes and can be used in different ways.

Initiatives and Leadership Development: Build confidence while learning valuable leadership principles. Each group is led through a variety of team-building activities by a Warm Beach Camp facilitator. In an appealing, non-threatening environment, participants learn how to collaborate and solve problems as a team to complete each challenge. Each participant gains applied knowledge for situations where strategic planning is required. Our Initiatives and Leadership Development course provides both physical and mental challenges to its participants. These challenges stand to test student ability to work as a team, to trust, to communicate, and to be physically active and aid team members that may not be as coordinated or skilled (Health and Fitness EALR 1).

The Natural Wetlands: Explore the unique characteristics of the different types of wetland areas. Through hands-on activities, students learn the tremendous value of the wetlands to the coastal areas of our state. Participants dissect wetland plants to learn why they are especially equipped for this habitat. Students practice defining a wetland through tests of delineation. The remainder of the class is spent exploring the wetlands as habitat for reptiles, amphibians, birds, and animals. This course supports with Life Science EALR 4: Life Science (Domain) Ecosystems (Big Idea) Food Webs (Core Content) Changes in ecosystems affecting the populations that can be supported in a food web.

Orienteering: Learn the sport of orienteering. Participants learn how to utilize a topographical map, and get firsthand experience orienteering with and without a compass. Students are assisted through the first course, which has two markers to find. After a short debriefing time, students navigate through an eight-marker course. Orienteering is designed to allow students an opportunity to experience travel with a map and compass in a safe and organized environment. Through the class and ensuing adventures, students achieve a more informed understanding of how technologies (specifically the compass, maps, and GPS) have changed the way people live (Social Studies EALR 4: History 4.2.3).

The Great Pioneer Skills Challenge: Engage students with this hands-on pioneer experience! Students learn to erect shelter, start a fire, make butter, and more in this fun and engaging outdoor class. This is designed to aid students in understanding how technology and ideas have affected the way people live (Social Studies EALR 4: History

4.2.3) as well as understand and analyze the causal factors that have shaped major events in history (EALR 4: History 4.2).

Upland Forest, Floors, and Soils: Explore the ecosystem of the upland forest. Activities include leaf rubbing, taking core samples, and dissecting leaves and bark. Discussion focuses on identifying the plants and trees that inhabit the lower, middle, and upper stages of the forest. Students construct the history of a quadrant of forest by carefully observing the clues in the area. As students learn the geographic features of the Earth that support a forest, the lesson ties into Earth Space Science EALR 4: Earth and Space Science (Domain) Earth Systems, Structures, and Processes (Big Idea) Formation of Earth Materials (Core Content) Earth materials are formed by various natural processes and can be used in different ways.

1.b.iv A Typical 3-Day Schedule

Day One

11:30 AM	Arrive at Warm Beach Camp Unload the buses, line up at Cedar Lodge lawn, group photo (if requested) and cabin assignments
11:45	Orientation/Welcome
12:00 PM	Pick up sack lunches as cabin group/get ready for pool
1:00	Pool time, miniature Golf, or disc golf
2:30	Get dressed/ready for classes
2:45	Snack at Maple Center (we provide)
3:00	Group A Group B Group C Group D
- 4:30	Initiatives/ Orienteering Estuary Climbing Leadership Habitat Tower Development Survey
4:30	Gym available for games/west recreation field available for games
5:10	Line up for dinner on Cedar Lodge Lawn (cabin photos)
5:30	Dinner
6:30	Gym time & crafts in Maple Center
7:30	Stories, songs, & dance in Maple Center
9:00	Prepare for bed
10:00	Good night

Day Two

7:00 AM	Wake up and get dressed
8:00	Breakfast (line up at Cedar Lodge lawn)
8:45	Group A Group B Group C Group D
- 10:00	Estuary Climbing Orienteering Initiatives/ Habitat Tower Leadership Survey Development
10:00	Transition to next class
10:15	Group A Group B Group C Group D
- 11:45	Climbing Estuary Initiatives/ Orienteering Tower Habitat Leadership Survey Development
11:45	Clean-up for lunch and line up at Cedar Lodge lawn
12:00 PM	Lunch with cabins groups
1:00	Pool time, miniature golf, or disc golf
2:30	Get dressed after pool time, miniature golf, and disc golf for sports in the field
2:45	Snack at Maple Center (we provide)
3:00	The Great Pioneer Skills Challenge (RV Lot)
4:30	Cabin time/sports in the field
5:15	Clean-up for dinner

5:30 Dinner
 6:00 Gym open (6-6:30 PM)
 7:00 Skits preparation at Maple Center (1 hour prep time)
 8:00 Skits at Maple Center (teacher skits to follow)
 9:30 Prepare for bed
 10:00 Good night

Day Three

7:00 AM Wake up and get dressed/pack up
 Load gear into cars
 8:00 Breakfast/line up at Cedar Lodge lawn
 8:45 Group A Group B Group C Group D
 - 10:15 Orienteering Initiatives/ Climbing Estuary
 Leadership Tower Habitat
 Development Survey
 10:30 Scavenger Hunt
 -11:15
 11:30 Lunch

Must be on the bus by 11:50 AM so the busses can leave by noon.

Class Locations

Orienteering	Maple Center
Estuary Habitat Survey	Canoe Dock
Climbing Tower	Climbing Tower
Initiatives/Leadership	West Recreation Field

1.b.v Food

Warm Beach Camp strives to make your meals nutritious and enjoyable. All meals are buffet with a variety of selections. Guests staying on the main grounds have meals in the Main Dining Room in Cedar Lodge and include a full cereal bar at breakfast and salad bar at lunch and dinner. For those staying in our “out camps” at Chinook or W-Bar-B Ranch, meals are delivered to you. These meals include a more modest selection of items for guests to choose from.

Typical menus may include:

Breakfast:

Scrambled eggs, biscuits, and gravy

or French toast, breakfast meat

Hot and cold cereal

Fruit, yogurt, toast, juice, milk

Lunch:

Tacos and taco salad

or Hamburgers and vegetarian burgers

or Soup and Sandwiches

or Chicken Wingdings

or Spaghetti & meat sauce

Salad or fresh vegetables, fruit

Dessert

Dinner:

Roast Beef

or Sliced Turkey

or Enchilada Casserole

or Fried Chicken

Potatoes or rice

Hot vegetable, salad, bread

Dessert

1.b.vi Facilities/Accommodations

There are various housing options at Warm Beach Camp.

The main conference grounds contain two dormitory cabin zones.

- The Mt. Baker Cabins consist of seven cabins, each with four rooms which have a queen bed and four single bunk-style beds as well as private bathrooms for each room. Two rooms connect through an interior door for ease of supervision.
- The Mountain Cabins and Mini Lodges comprise another area very suitable for a school group. Six Mountain Cabins offer twelve single bunk-style beds and a central bath/shower house. Two adjacent Mini Lodges, Glacier and Whistler, offer three sleeping rooms with ten single bunk-style beds each, two interior bathroom/shower rooms, and a central lobby.

Conference Center groups will be assigned a separate meeting room large enough for the entire group. Healthful and delicious buffet meals are served in the main dining room.

Two separate youth camps, W-Bar-B Ranch and Chinook Village, also offer ideal space for Outdoor Education Camps.

- W-Bar-B Ranch is a western themed youth camp serving up to 96 “ranch hands” with twelve bunk houses, a central bath/shower house, and a central meeting and dining room. Basketball courts, a fire circle, and a play field are nearby.
- Chinook Village offers rustic housing for 63 in nine A-frame type cabins, Chinook offers an intimate, rustic setting with easy access to nearby swimming pools, basketball courts, and play fields. Chinook has a central bathhouse and central meeting and dining facility. Coming soon will be two, larger cabins with indoor restrooms in addition to the existing A-frames.

Housing is selected as part of the initial reservation process with Guest Services. Separate leader and adult housing is also available. Prices vary.

Teacher/Cabin Leader Housing: Some teachers coming to camp do not bring their own cabin leaders and choose to stay in cabins themselves. If you choose to bring other cabin leaders to chaperone the cabins, please inform Guest Services how many teachers you will be bringing, and we will reserve separate teacher housing.

1.b.vii Housing Options & Classes**Please contact Guest Services
for a specific price quote.****Housing Options:**

Youth (K-12) Accommodation

Economy Accommodation

Standard Accommodation

Deluxe Accommodation

Single Occupancy Accommodation

Outdoor Education Classes:

One Class

One Day of Classes

Two Days of Classes

Rates include lodging, meals, meeting space, access to the pool, play fields, ball courts, including indoor gym, and more.

Please contact Guest Services for a specific price quote.

Reserving your dates

To begin the process of creating your Warm Beach Camp Outdoor Education program, please contact our Guest Services department:

Guest Services

GuestService@warmbeach.com

800.228.6724

Our Guest Service Team is responsible for coordinating all groups at Camp. Our team will gladly help you reserve facilities on the dates you prefer. There are many options to choose from.

Warm Beach Camp's Outdoor Education Coordinator can answer questions about the specifics of classes offered and how the schedule will be created. Most importantly, we want to provide a specialized program that meets your specific needs.

1.c PLANNING AN OUTDOOR EDUCATION CAMP

1.c.i Checklist: Prior to Camp Visit

_____ Contract returned with deposit and proof of insurance.

_____ **Completed "School Information Form" sent in** at least four weeks prior to your camp session.

_____ Transportation arranged.

_____ Camp Informational Night for parents and students (optional). (OE staff members are available to attend these meetings.)

_____ Cabin roster completed.

_____ Cabin leadership finalized.

_____ Make a copy of the schedule and the learning groups for your cabin leaders and other teachers. (OE Directors will prepare your class rotations along with the daily schedule and send it to you upon completion.)

_____ Obtain health histories of all students, teachers, and cabin leaders. Health histories for students **must include an "Emergency Authorization to Treat" signed by a parent**. Bring these with you to camp.

_____ Washington State Patrol background checks should be performed for all cabin leaders. (Check with your school's human resources department.)

_____ Schedule a Cabin Leader Training Day/Night. Everything will go smoother if you give cabin leaders (parents, teens or college students) proper training. A Cabin Leadership Manual is available in this Planning Guide.

Group Leader **"What to Bring" List**

_____ Medical forms (make sure you know if any student has food or insect allergies).

_____ Cabin lists.

_____ Study group lists.

_____ Copies of your group's schedule and rotations.

_____ Sack lunches for the first meal (it's a good idea to bring extras for those who forget a lunch!).

_____ First aid kit for your group, including thermometer, bandages, etc., as well as any medications.

_____ Flashlights/headlamps and extra batteries.

1.c.ii Creating Your School's OE Experience

We serve numerous schools at Warm Beach Camp. To make your experience unique for your school, our OE Coordinator will work with you to develop a schedule that best meets your needs. Your schedule may include the same elements as other schools we serve, yet with a schedule and events that will vary to be specific for your students.

Included in the addendum of this manual is a School Information Sheet. Please fill this out and return it at least four weeks before your scheduled arrival dates. We use this form to help create your schedule.

Returning Schools

We keep notes of your school's traditions and preferences. We try hard not to miss any details. You can help by sharing with us your expectations in advance. Please keep in mind we are continually growing and expanding our program offerings each year to make it even better. Consider looking into something new!

Instructional Options

Advanced communication really helps to contribute to a great OE experience. Please work with Warm Beach Camp to select the best combination of offered classes and recreational options to reach your goals. Three to six months prior to your camp, WBC's OE Coordinator will contact you to work on your camp schedule and the classes that are being provided.

Class Set-up

Please organize your students into learning groups before you arrive. These learning groups will be the groups rotating through classes (in the sample schedule these groups are listed as groups A-D). Our OE Coordinator will assign the number of learning groups your school will have based on the total number of students you are bringing. We recommend your learning groups include a healthy combination of girls and boys and a mix of students from different cabins. As shown in the sample schedule, these groups will rotate through classes in a "round robin" style. The OE Coordinator will plan the rotation schedule to ensure each of your learning groups will attend each of the scheduled classes.

Recreation Time

During recreation free time for students, campers do not have to travel in learning groups or with cabins. We encourage students to travel with a buddy to any of the different program areas we have open for them. Warm Beach staff will assign what program areas are open for recreation, which may include Miniature Golf, the Ball Courts, and the Pool (seasonally). Warm Beach Staff provides trained and certified staff to operate activity areas such as the swimming pool, climbing tower, high ropes course, and horseback rides. After dinner most evenings, OE staff will lead a large group game.

1.c.iii Teacher Responsibilities

Please provide at least one adult cabin leader per cabin (though we strongly recommend and prefer two). Contact your school district to determine their guidelines for volunteers/chaperones. It is standard practice to run Washington state background checks on all volunteers/chaperones. We find cabin leaders to be best prepared and confident if you provide cabin leader training prior to camp. In the addendum of this packet, you will find a Cabin Leader Manual to help you.

During your stay at Warm Beach Camp, we plan to provide staff to teach all of the courses your students will complete. However, we understand you may want to teach some of your own classes. Please discuss this with our Outdoor Education Coordinator in advance for us to plan accordingly.

Recommended basic group organization, for an optimal experience:

- Provide durable, waterproof nametags for your students, cabin leaders, and teachers. This will allow Warm Beach staff to better put names with faces. When color coordinated, nametags also help staff track which students belong in each learning group.
- For each class that will be offered, please provide a teacher, cabin leader, or other adult to aid in supervision. These adults should have a list of which students are in each learning group.
- Assign teachers, cabin leader, or other adults to help supervise the following areas:
 - Meals: one chaperone at each table
 - Recreation: at least one chaperone at each option
- Ensure that students are supervised at all times during your stay, including the above mentioned meal and recreation times, between classes and activities, and after lights out in the evenings.
- Cabin supervision is mandatory. Please check in on cabin groups in the evening to ensure everyone is settled in and doing well.
- Keep a list of all participants. This list should include names, addresses, health history of each camper, staff member, and cabin leader. Please make sure it includes emergency contacts and parental authorization to seek emergency treatment (or a signed waiver).

Warm Beach Camp will provide lifeguards, challenge course staff, and horse staff whenever groups are scheduled for those activities. School chaperones are still needed for general supervision.

Visitors: Your principals, school counselors, and other school staff are welcome to visit at any point in your stay. Parents, guardians, or other family members are asked to refrain from visiting during their child's camp experience.

All visitors need to check in at Receptionist located in Cedar Lodge. From there, guests will be guided to the teachers. Please notify Guest Services before coming to camp if you plan to have guests staying for a meal. If there are three or more guests staying for a meal, please provide a minimum of one week's advance notice. We need to make sure we order and prepare enough food. Current meal prices can be obtained from Guest Services or the Receptionist. Please track the number of meals added for visitors.

1.c.iv Supervision and Discipline

Schools, and adults associated with the school, are responsible for the supervision of your students at all times. This supervision can be provided by teachers or other leaders recruited by the school. During classes, disruptive students will be sent to the group leader, and eventually the teacher. In the event of a serious disregard of camp rules, the school will be asked to remove the student(s) from Warm Beach Camp. Serious disregard of camp rules includes, but is not limited to, acts of violence, or other behaviors that are meant to threaten or intimidate other students or staff, vandalism, or any discovered use or abuse of controlled substances.

1.c.v First Aid, Emergencies, and Medical Needs

School staff are responsible for student medications, first aid, and sick or injured camper transportation while at camp. Have your school nurse designate a teacher or other adult to be the medical contact and to provide care such as medication dispensing, first aid, etc. Warm Beach staff are not able to assume the role of medical contact or to provide any medication to participants. All Warm Beach Outdoor Education staff are trained in First Aid and CPR and will use their training if needed, but the school staff is the primary resource. Your school nurse has RCW guidelines for Camp Nursing. Please consult with them prior to camp.

Please bring your own first aid supplies. Camp will provide a location to store the supplies if needed. Health and accident insurance is the contracting group's responsibility. Proof of insurance for the school is required when contracting with Warm Beach. Please submit your Certificate of Insurance when you return your contract.

Warm Beach Camp advises that each attending school bring at least one vehicle that can be used in case of an emergency. The school will be responsible for driving any injured participant to/from off-site medical care. If at any point an ambulance needs to be called, the school will provide an adult to travel with the participant. When calling 9-1-1, it is imperative you state your exact location at Warm Beach Camp, 20800 Marine Drive, Stanwood, in North Snohomish County. GPS cannot be relied on for precise location and often 9-1-1 calls are received by Island County. We will provide you with information on

nearby medical centers when you arrive for your OE program. Please notify Reception or Guest Services as soon as possible if a 9-1-1 call has been made.

It is very important to inform the OE Coordinator or Guest Services of any incidents resulting in injury while at Warm Beach Camp. Warm Beach Camp must have a written incident report on any participant who sustained an injury while on our property. Please inform the Warm Beach Camp of any form of communicable diseases or conditions discovered on a participant while at camp, such as lice, flu, etc. We request that any student with a fever within 24 hours of arriving at camp not come to camp until they are 24 hours free of fever. If a camper gets a fever while at camp, we ask that the student is sent home immediately.

1.c.vi Camp Rules and Guidelines

Warm Beach Camp welcomes you and is very happy to serve you. We love our camp and ask that you help maintain the facilities and grounds by following these rules:

Camp Regulations:

1. Smoking is permitted outside the buildings only
2. Alcoholic beverages are not allowed on the grounds
3. Pets are not allowed on the grounds
4. Fireworks, firearms, knives, and other weapons are not allowed on the grounds
5. The speed limit is 5mph on grounds
6. In case of an emergency, stay with your group leader and follow directions as quickly and quietly as possible
7. Stay with your group at all times

Class Expectations:

1. Stay within boundaries given by camp leader
2. Please keep wildlife, rocks, and sticks in their natural habitat and do not remove
3. Keep on established trails to avoid erosion
4. Wear closed toe shoes
5. Pick up any litter and dispose of properly
6. Give undivided attention to teachers during class time and stay with the group
7. Parent and teacher participation appreciated during class time to assist in children's education

Dining Hall Expectations:

1. Wash hands before eating
2. Good manners at your table
3. Sit with your cabin group
4. Warm Beach Camp serves meals buffet style (this means everyone in your group must get food before others go back for more)
5. Students will line up outside of the eating facility prior to the meal and be dismissed by cabin group before entering the dining room

In Cabins:

1. Girls are to be only in girl cabins; boys only in boy cabins
2. Keep cabins neat and tidy
3. Quiet after lights out. Quiet hours are 10:00 pm to 7:00 am
4. Stay in your cabin after lights out and only go to the bathroom with a buddy
5. Please turn off lights and heat when leaving the cabins

1.c.vii Dietary Needs

The Warm Beach kitchen and dining staff offer healthy, kid friendly meals with options that please the average person. We know that allergies are common among school children and we are doing our best to work with and provide healthy options for all participants. We recommend that anyone with a restricted or special diet bring supplemental food that can be stored in a designated area.

Peanut and tree nut allergies: We do not serve any peanut or tree nut products or anything that contains those ingredients, although some of our products may have been processed in a facility that also processes products containing those ingredients.

We offer a vegetarian option whenever meat is the main entree. Please let us know how many vegetarians you have so that we prepare the proper balance of portions.

Soy and rice milk are available in the Main Dining Room for those participants who are lactose intolerant. For guests in Chinook and W-Bar-B, please let Guest Services know if you need soy or rice milk.

We try to label gluten-free options for your convenience. Participants may ask the dining staff if they need to know specific ingredients of menu items being served. The kitchen staff has an allergen chart for guest reference as well.

For participants with specialized diets, there are available refrigerators and microwaves which they can use to store and heat their own food. For those bringing food to supplement their diet, all food must be clearly labeled with the participant's name and the school.

If any participants have further questions about food and allergies, please have them contact Guest Services.

Please let us know four weeks in advance of your camp arrival date the number of vegetarians and any other specific dietary concerns. Make sure that you check with the students, along with the cabin leaders and teachers as well. We want to ensure that everyone is fed and happy at camp.

1.c.viii Snacks at Camp

It is the pleasure of our kitchen staff to provide wholesome meals for adults and children alike. Given the range of energetic activities that occur between meals, you may want to provide snacks for your students. Consider having parents coordinate providing snacks or taking donations to purchase snacks to bring. Please do not bring any snacks containing peanuts or tree nuts to camp.

Warm Beach Camp can provide snacks such as pretzels, fruit, s'mores, etc. Please order camp-provided snacks four weeks in advance through Warm Beach Camp's Guest Services department.

Bring group snacks, not cabin snacks. When cabin leaders provide snacks specifically for their students and not the whole group, it may upset the overall group dynamic. If your cabin leaders want to bring snacks, please have them bring enough for the entire group. Snacks may be stored in the snack area for your school designated by the Guest Services department.

Camp Store

A variety of merchandise is available at the Warm Beach Book Store. We can open the store for your students while at camp during specified hours. If you would like the store to be open, please inform the OE Coordinator on your School Information Sheet that you send in to camp at least four weeks before your arrival time. The camp store takes cash, checks, and credit cards (Visa and MasterCard accepted).

Shared space with other groups

When we have more than one group at camp at a time, the groups have separate learning groups, classes, recreation times, and evening programs. Groups do share meal times in the Main Dining Room and have separate seating. In W-Bar-B Ranch or Chinook Village facilities, there is only one group at a time and they have separate dining in that location.

1.c.ix Check-in Procedures

The adult coordinating your school's Outdoor Education program needs to check in with Guest Services at the Reception window in Cedar Lodge upon arrival. Students and chaperones will get into cabin groups and follow your leader's instructions. While students and chaperones are getting settled, the teachers will meet with the OE Coordinator to go over the schedule, emergency procedures, and any updates.

1.c.x Warm Beach Camp Guest Services

Financial Arrangements

Guest Services contracts each group's stay and coordinates the lodging, meeting spaces, meal times, and other logistics. Please be sure to review your 30 day packet received from Guest Services before arriving at camp. Upon completion of your OE program, the adult coordinating your school's Outdoor Education needs to check out at Guest Services. A final invoice will be provided at that time. Payment is due within 30 days of the OE program. Please ensure that the invoice is given to the appropriate person at the school for internal processing.

Reserving a space for next year

The Warm Beach OE Staff works very hard for every school to have a wonderful experience while at camp. Groups are given priority for the same corresponding dates for the next year, as long as they are able to confirm dates at check out. We have some schools that have been in their same dates for over twenty years. When a school decides not to return or they have to move dates, we offer those dates to other groups. Our goal is to give existing groups highest priority for booking the following year.

Program Evaluation and planning for next year

A certain amount of evaluation will naturally occur toward the end of camp and at check-out with Guest Services. Participants are encouraged to fill out a brief evaluation form at their final meal period. Group leaders are asked to debrief with their team and reply to Guest Services and the OE Coordinator when the Leader Evaluation is emailed. Additional feedback will be sought as we look for ways to further improve your group's experience for the next year.

1.c.xi Planning your Student Supervision and Cabin Assignments

Please check with Guest Services before you assign cabins. Lodging will be assigned when your OE dates are booked. Your 90 day packet will also include cabin diagrams for you to use in assigning students to specific cabins.

Cabin Leadership

Cabin leadership is usually comprised of teachers, parents, and volunteers. Please use your school district guidelines on supervision. We strongly encourage you to hold a training night for your cabin leaders, being sure to review your district's policies and guidelines.

Recruiting Cabin Leaders

When you are recruiting cabin leaders, consider these sources:

1. Parents make great cabin leaders as well as being valuable resources for the whole program. It is a great way for parents to become involved with your school.
2. High school students from your school district. Good sources to choose from are peer counseling groups, student leadership groups, and childhood development classes. Seniors and juniors are of an age appropriate for leading a cabin, depending on your district's policies. We recommend that these students are carefully screened and thoroughly oriented. Candidates should be mature and safety minded. A genuine interest in working with children is very important.
3. Teachers and student teachers are potential cabin leaders, although this does add extra responsibilities to their stay.

*Note: Washington State Patrol background checks should be performed for all cabin leaders. Any person with a conviction for a crime against youth or vulnerable adults will not be allowed to work/volunteer at camp.

Cabin Leader Training

Because good cabin leadership is vital to a successful stay at camp, please coordinate a cabin leader training session (or two!) before your school is scheduled to arrive. If you coordinate with us in advance, our OE Staff are eager and willing to help you train your cabin leaders.

School staff to camper ratios:

To ensure a safe experience for students, good supervision is crucial. Warm Beach Camp recommends the following ratio of school staff (teachers, parents, volunteers affiliated with your school) to students while attending our OE program. If your school district requires more adults per students, please use your district guidelines.

Grade	Students: Cabin Leader/Supervision
K-2	7:1
3-8	10:1
9-12	15:1

If staying in housing with less than 10 beds per cabin, please have one cabin leader per room. When bringing students with special physical, medical, or behavioral needs who

require additional school staff support to participate in camp, please be sure to bring the extra staff required to meet the campers' special needs.

Cabin Leader Job Description

Being a cabin leader is a very important job. Please thoroughly review the description and go over it with cabin leaders.

Here is a list of duties and responsibilities for cabin leaders:

- Good and encouraging conduct—you are the leader.
- Enforce WBC OE safety rules (traveling with a buddy, walk between areas, nature stays in nature, etc.).
- Please know where your campers are at all times. This includes knowing when they are with a different supervisor or in class.
- Maintain supervision during the day and after lights out.
- Assist in the dining room by exhibiting good table manners and keeping order.
- Make sure everyone at your table has firsts of food before others go for seconds. Please exhibit thankfulness for the food and service.
- Provide exciting leadership during the games and activities. Don't dominate the game, but encourage participation and enjoyment by all. Be involved!
- Assist the class teachers by keeping order and the focus of the students on the material that is being presented. Feel free to learn as much as you can and ask questions of the instructor.
- Have fun AND be vigilant to the physical and EMOTIONAL safety of the younger students.
- Supervise during the recreation times on the ball courts, fields, gym, pool, or dock.
- Communicate with your group schedule information and where you'll be.
- Be the clock. Make sure the students arrive to classes, activities, and meals on time.
- Report any cases of injury or illness to your nurse/health person immediately. Any injuries must also be reported to the Warm Beach Camp Guest Services department before the end of your OE program.
- Report any inappropriate behavior to the camp director or one of the teachers.
- Do not release a student to anyone. Talk to a teacher first.
- Please maintain a clean and respectful cabin.
- Remember, this is a drug and alcohol-free environment.
- Above all, have FUN!

Thank you for being willing to take time away from your typical schedule to be a part of camp. We would not be able to run this program without you. Thank you!

2 ADDENDUM

Cabin Leader Packet

- Cover Letter (for your use)
- OE Program Goals
- Job Description
- Child Abuse Prevention
- Downtime Activities
- Packing List
- Cabin Leader Contract (for your use)

Student Packet

- Cover Letter
- Safety Rules
- “What to Bring” Checklist

Driving Directions

School Information Sheet

The Cabin Leader and Student Packets are meant to supplement what you may already send to these groups. We encourage clear and thorough communication so that everyone understands what to expect from their time at camp.

Driving Directions will serve both the bus driver and anyone driving separately.

The School Information Sheet contains information that can be filled in as you progress through the planning process. Please provide this to us at least four weeks prior to the event. This information helps us carefully prepare for your group’s arrival and make sure we have not missed anything.

2.a CABIN LEADER PACKET

2.a.i Cover Letter

Dear Cabin Leader,

Thank you for giving your time to be a chaperone or cabin leader at our school's Outdoor Education program being held at Warm Beach Camp. Strong cabin leadership is very important for a superior experience at Warm Beach Camp. As a cabin leader, it is your responsibility to help create and maintain a safe and agreeable learning experience.

This manual is designed with you in mind. The goal for our OE Program at Warm Beach Camp is to make the camp experience positive and enjoyable for all. We want you to be ready with all the information you need for the ultimate success. Enclosed you'll find all the information needed to be a cabin leader, from a basic job description to the rules that must be followed at camp. Plus, you will gain an understanding of specific procedures at camp.

Sincerely,

2.a.ii Warm Beach Camp Outdoor Education Goals

Warm Beach Camp's Outdoor Education Program provides an outstanding setting for children to learn in a natural and abundant environment. Our program is organized with many goals in mind, and the unique surroundings of camp help us to achieve these goals.

You have goals for your students' learning and development; we have goals in our program to support and work with you. Together we can plan a program that supports your goals for students. Our OE program is aligned with education standards and meets Washington State Essential Academic Learning Requirements. For specifics on which OE courses meet the EALR and ESE Alignments, please refer to the classes offered.

Our OE program provides a direct opportunity for students to discover more of themselves, each other, and their impact on the world around them. At Warm Beach, students will learn about relating to each other and being part of a community. With recognition that one impacts another, responsibility and citizenship can develop. Students will have the ability to explore the wetlands, forest, wildlife, and beauty of our nearly 300 acres in a structured yet exciting OE program.

The overarching goals of the Warm Beach Camp Outdoor Education Program are:

- ✓ To expose students to the natural world by immersing them in the study of wetland and forested habitats.
- ✓ To express the impact of the footprint humans are leaving.
- ✓ To educate students in life cycles, food chains, plant recognition, and orienteering.
- ✓ To encourage leadership development through initiatives and team activities that require communication, team work, confidence, safety, trust, and encouragement.

By partnering with us in this endeavor, we hope to create a program that supports your goals for students as well as our own along with State and local standards.

2.a.iii Cabin Leader Job Description

Being a cabin leader is a very important job. Please thoroughly review the description and go over it with cabin leaders.

Here is a list of duties and responsibilities for cabin leaders:

- Good and encouraging conduct—you are the leader.
- Enforce WBC OE safety rules (traveling with a buddy, walk between areas, nature stays in nature, etc.).
- Please know where your campers are at all times. This includes knowing when they are with a different supervisor or in class.
- Maintain supervision during the day and after lights out.
- Assist in the dining room by exhibiting good table manners and keeping order.
- Make sure everyone at your table has firsts of food before others go for seconds. Please exhibit thankfulness for the food and service.
- Provide exciting leadership during the games and activities. Don't dominate the game, but encourage participation and enjoyment by all. Be involved!
- Assist the class teachers by keeping order and the focus of the students on the material that is being presented. Feel free to learn as much as you can and ask questions of the instructor.
- Have fun AND be vigilant to the physical and EMOTIONAL safety of the younger students.
- Supervise during recreation times on the ball courts, fields, gym, pool, or dock.
- Communicate with your group schedule information and where you'll be.
- Be the clock. Make sure the students arrive to classes, activities, and meals on time.
- Report any cases of injury or illness to your nurse/health person immediately. Any injuries must also be reported to the Warm Beach Camp Guest Services department before the end of your OE program.
- Report any inappropriate behavior to the camp director or one of the teachers.
- Do not release a student to anyone. Talk to a teacher first.
- Please maintain a clean and respectful cabin.
- Remember, this is a drug and alcohol-free environment.
- Above all, have FUN!

Thank you for being willing to take time away from your typical schedule to be a part of camp. We would not be able to run this program without you. Thank you!

2.a.iv Child Abuse Prevention

A primary goal of Warm Beach Camp is to provide a healthy atmosphere for the growth and development of children. Therefore, the mistreatment or neglect of any child, and any resulting effects are a primary concern of the camp and will be considered child abuse. Abuse can lead to severe behavioral, emotional, and physical problems and due to our concern for the welfare of children, Warm Beach Camp has put into place policies and trainings to aid in the prevention and detection of child abuse. Employees are trained to recognize, report, and prevent child abuse.

To join in our goal of providing a healthy atmosphere for children, there are things you can do as a cabin leader. Some guidelines to put into practice include:

- At the first sign or the first reason to believe that child abuse exists, it must be reported to a supervisor and the OE Coordinator.
- Avoid being alone with a child at all times. This maintains the safety of children and you as a cabin leader. Making a point to avoid any one-on-one scenarios makes it so that you are never in a situation to be accused of any sort of assault or abuse.
- Children are not to be disciplined with any sort of physical punishment or restraint or by the failure to provide the necessities of care.
- Do not release your students to anyone. That is only to be done by educators who will have a better idea of student situations.
- Knowledge of any sort of abuse or assault or potential abuse or assault must be reported and documented in writing.
- Verbal or emotional abuse of children is not tolerated or allowed.

At Warm Beach Camp, we want to ensure the best possible experience for you and for the students you are supervising. Our policies and procedures are in place to provide a positive and encouraging OE experience.

The remainder of this manual is meant to provide you with activities and ideas to make sure that you are comfortable and prepared for your time as a cabin leader. Your role is very important in each of the student's camp experience at Warm Beach. As a cabin leader, if you are positive, participating, and punctual, you will be presenting your cabin group with the best experience we could hope to provide. That being said, the following is a check list of questions that will help you keep focused on your role as a cabin leader.

2.a.v Cabin Leader Checklist

- Do you know where your cabin members are at all times?
- Have you read the camp rules and are you and your cabin upholding them?
- Is your first priority always safety?
- Do you know the schedule? Are you on time?
- Are you ensuring the health of your students as well as yourself? Sleeping? Eating well? Wearing appropriate clothing?
- Does your cabin group come first? Do they know that you're there for them?
- Are you having a good time? If you are, your cabin will be happy, too.
- Are you consistent with all of your cabin members? Are you giving the quiet members as much attention as the talkative members?
- Are you participating as much as possible?
- Are you staying positive and being a good example?
- Are you helping your cabin members gain a better understanding and respect of the natural environment they are in?

2.a.vi Downtime Activities

There are times as a cabin leader your cabin group may not have a scheduled class or full camp activity. These blocks of free time can often be times for the students to let out their energy and bond as a cabin group if you, as their cabin leader, are sure to engage with your group. These moments of free time are really when the role of a cabin leader is most important; from the moment your cabin group rises to the moment they fall back asleep, your cabin group is your responsibility. We ask that you look after these children and help to maintain their safety and health in both physical and emotional aspects.

We want to provide you with a few activities that work to keep your cabin members active and engaged under your leadership during free time to ensure that no bullying occurs and that all of your cabin members are fully enjoying their camp experience. You'll find listed here some ideas about how to help occupy your cabin's time and provide them with activities that can bond them together as a team.

Charades: Divide the group into two teams. Each team comes up with a list of subjects such as famous people, animals, movies, etc. Alternate members from the two teams and have them act out the subject they are given from the list. The goal is to be the team that can figure out the most subjects.

Electricity: Divide your group in half. Have the two groups sit down facing each other holding hands. The leader stands at one end and squeezes the hands of both team leaders.

The object of the game is to see which team can pass the “electricity” down the line first. It helps to put an object at the end of the lines between the final two people in the lines and instruct them to grab it when their hands are squeezed.

Funny Face: Have everyone circle up with one member in the middle. The child in the middle now has the goal of making one of the others laugh only by making funny faces; they cannot touch the other children or their clothing. The children standing in the circle have the goal of not smiling or laughing. You can play one of two ways either when someone in the circle laughs or smiles they can either be eliminated from the game or can switch places with whoever was in the middle of the circle.

Handshake Partners: Have your cabin pair off and create secret handshakes. This activity is great to use as a way to help you with head counts, randomly have the students find their partner and do their handshake during their time at camp.

I Spy: One cabin member leaves the room while the group left selects an everyday object in the room and hides it out of sight. The cabin member who had left the room must then come back and either guess which object or find the object while their cabin mates lead them by stating “hot” or “cold”. You can also play this by moving things around in the room so items aren’t necessarily hidden, just reorganized.

Mirrors: Pair up your cabin members. One camper makes random movements and the partner attempts to mirror the actions. Encourage partners to start with easy movements and work into more complex actions. The goal of this game is to pay attention and get to know your partner and to be the best mirror of the group.

Poor Kitty: Choose one cabin member to play the role of “kitty.” “Kitty” is it and must start in the center of the other cabin members who are sitting in a circle. The “kitty” has the goal of making one of the members of the circle laugh before they can say “poor, poor kitty”. They can meow, purr, crawl around, and act in any way a cat would. The “kitty” is not allowed to crawl in other campers laps or curl up on them. The goal of the members of the circle is to say “poor, poor kitty” without laughing or smiling. Should the member of the circle that “kitty” is focused on laugh or smile, they must trade places.

Simon Says: The old classic.

The Green Glass Door: This is a bit of a mind game. You, as the leader should be the only one to know the secret and should give a few examples for your cabin group to try and find a pattern in. For example you would say, “Through the green glass door I can see puppies but not a dog, trees but no leaves, and arrow but not its target. What can you see?” The secret to this puzzle is that you can only see things through the green glass door that have a double letter in its spelling hence why it can be seen through the grEEen glaSS dOOr. All guesses should start with “Through the green glass door I can see...”

Unity Cry: Create a group name and design a group cheer, song, or dance based on the ideas of all of your cabin members, if possible.

Wink: Secretly choose one cabin member to be the “murderer.” Put the kids in a circle and tell them that they can be murdered by a wink from the murderer and that the other members of the circle must try and discover who the murderer is and catch them. The murderer should slowly and discreetly wink at members of the circle from time to time. These winked at members must fall to the ground “dead.” Any member of the circle who is still alive may point out what they’ve seen in form of an accusation; however, should their accusation be wrong they “die,” if they are correct a new “murderer” is secretly selected and a new round begins. The goal of the “murderer” is to be the last one standing. The goal of the others is to find the “murderer” before everyone is out.

One of the things we recommend as a cabin leader at Warm Beach Camp is a time to unwind at the end of the day, a safe time for members of your cabin to process their day with high points and low points or a high point and a hope for the next day. Here are the top five activities we recommend:

A Plus and a Wish: Have cabin members share a positive from their day and a hope or wish for tomorrow.

Highs and Lows: Have each member of your cabin share something that they wish they could improve about the day (and feel free to communicate this with Warm Beach Camp staff so we can work to continually improve our program) and something that was unforgettable.

Pass-a-Plus: A time for your cabin members to think of an awesome thing they saw the person on their right or left do that day and share it with the group.

Shout Outs: Go around the room and tell each of your cabin members positive things you noticed them do during the day. This gives you the opportunity to build up self-esteem and reinforce positive behavior.

Tell a Story: Have your cabin members share a story from their day or tell your cabin group a story to get them to calm down and go to bed.

2.a.vii Packing List: A Basic “What to Bring” Guide

Cabin Leaders: There may be items you need that are not on this list. Please communicate with your teachers to be sure that you’re packing everything you may need for your experience at camp. Many of Warm Beach Camp’s classes are held outside, be it sunny or raining. Please pack for any change in the weather.

BEDDING: Sleeping Bag
 Pillow

CLOTHING: Waterproof rain-coat with hood or hat
 Warm jacket or sweater
 2 pairs of shoes (these will get wet)
 Closed-toe shoes such as sneakers for recreation activities
 Daily change of socks (recommended extra)
 Clothing for each day
 Gloves and a hat
 Pajamas

TOILETRIES: Toothbrush and toothpaste
 Towel(s)
 Shampoo and body wash
 Brush or comb
 Flip-flops for the showers (if you’d like)
 Sunscreen
 Lip balm
 Personal items

EQUIPMENT: Backpack or book bag
 Water bottle
 Alarm clock or watch
 Phone charger
 Flashlight or headlamp (with extra batteries)

WE RECOMMEND: A book to read
 Camera
 Deck of cards or other games

DO NOT BRING: Matches or fireworks
 Electronics (video games/portable TVs)
 Pets
 Weapons

2.a.viii Cabin Leader Contract

While you are a Cabin Leader at camp, we ask that you abide by the following set of rules:

Supervise your cabin group when they are not in classes and activities. A cabin leader must stay with the cabin group when the “camp day” is over and throughout the night.

Make sure the students are arriving to classes, activities and meals on time.

Enforce and model Warm Beach Camp Outdoor Education safety rules (e.g. travel with a buddy, no running between areas, no climbing trees, rafters, or rock walls, no throwing rocks, sticks, fir cones, etc.)

Pranks, practical jokes, raiding cabins, or students in any other cabin other than their own is not allowed.

Camp is a drug and alcohol-free environment. If you are a smoker, we ask that you not smoke near the cabins or facilities but walk to the main parking lot.

Report camper behavior problems to the teachers. Disciplining students (when needed) is the responsibility of the teachers.

If you have a cell phone at camp, please do not let students call their parents, unless it is approved by the teachers first.

Never be alone with a camper!

I have read and agree with both the Cabin Leader Job Description and the above Cabin Leader contract rules and will model positive behavior while at Warm Beach Camp.

Signed _____
(Cabin Leader)

Signed _____
(School Teacher or Administrator)

2.b STUDENT/PARENT PACKET

2.b.i Cover Letter

Dear Students:

Here at Warm Beach Camp, our staff are very excited and eagerly preparing for you to join our Outdoor Education Program. We've been working with your teacher(s) to put together a schedule of classes and activities that will teach you a lot about yourself as well as your relationship to your environment.

During your stay, your days will be spent getting to know a collection of natural wonders, ranging from small fish in the Puget Sound to the owls and mighty cedars in Warm Beach woods. You'll have the opportunity to participate in games, classes, and exciting recreation opportunities with your peers and our staff. While you're here, your meals will be served in our dining hall. In the evenings, you'll stay in cabins with some of your classmates and a cabin leader (could be a teacher, parent chaperone, or other school staff). In your cabin you'll stay in bunk beds, so you will have space of your own.

To make sure you have the best experience possible here at Warm Beach Camp, there are a few things you can do to be ready. Come prepared for wet and/or cold weather. We'll be spending time outside no matter what the weather and there's always a chance it could be raining. Also, be prepared to get closer to nature. Some of our activities are not like anything you may have done before—don't be afraid to try something new. Be excited! When you're packing, don't forget to bring your enthusiasm. We'll provide you with a lot of opportunities to have fun and learn. It's your choice how much fun you have!

We are really looking forward to your arrival. See you soon!

The Warm Beach Camp Staff

2.b.ii Safety

Get the most out of camp. Be safe!

At Warm Beach Outdoor Education, we want you to learn a lot and leave with amazing memories! Most importantly, we want you to be safe. School rules of good behavior apply at camp. Plus, here are some of the Warm Beach Camp Outdoor Education safety rules:

Camp Expectations

1. Stay within boundaries given by camp leader.
2. Do not remove wildlife from natural habitat.
3. Keep on established trails, to avoid erosion.
4. Shoes are required for all activities except swimming.
5. Pick up any litter, and dispose properly.
6. Student leaders will be treated with the same respect due a teacher.
7. Give undivided attention to teacher during class time and stay with the group.

Dining Hall Expectations

1. Wash hands before eating.
2. Good manners at the table.
3. Sit with Cabin groups.

In Cabins

1. No one can change rooms without asking permission of the camp director.
2. No girls in boy cabins and no boys in girl cabins.
3. Keep cabin neat and tidy.
4. No horseplay or climbing on the furniture.
5. Quiet after lights out.
6. Stay in your cabins from lights out (10:00pm) until the next morning (7:00am) unless it is to use the bathroom, then you must have a buddy.

Emergency Procedures

1. Stay with your group at all times.
2. Have a bathroom buddy for the night time.
3. Always ask permission if you need to leave the group for some reason.
4. In case of an emergency, stay with your leader and follow every direction given quietly and quickly.

2.b.iii 'What To Bring' Checklist

PARENTS: Please label your **children's possessions with child's name and name of school** and **MAKE SURE EACH STUDENT HAS ADEQUATE RAINGEAR!**

Warm Beach Camp's classes go on, Rain or Shine!

BEDDING: Sleeping bag (or twin sheets/blanket)
 Pillow

CLOTHING: Waterproof raingear with hood or hat is **REQUIRED!**
 Nylon jackets, sweatshirts, and jeans are not waterproof
 2 pair of shoes (including waterproof boots or old pair of shoes
 that can get wet). One pair must be closed-toe for recreation
 activities.
 Pajamas
 Daily change of socks and underwear
 Heavy and light shirts
 Warm jacket and sweater
 Long pants (add shorts in warm weather)
 Plastic bag for dirty clothes

TOILETRIES: Toothbrush and toothpaste
 Soap and shampoo
 Brush or comb
 Washcloth and towel
 Flip-flops for showering

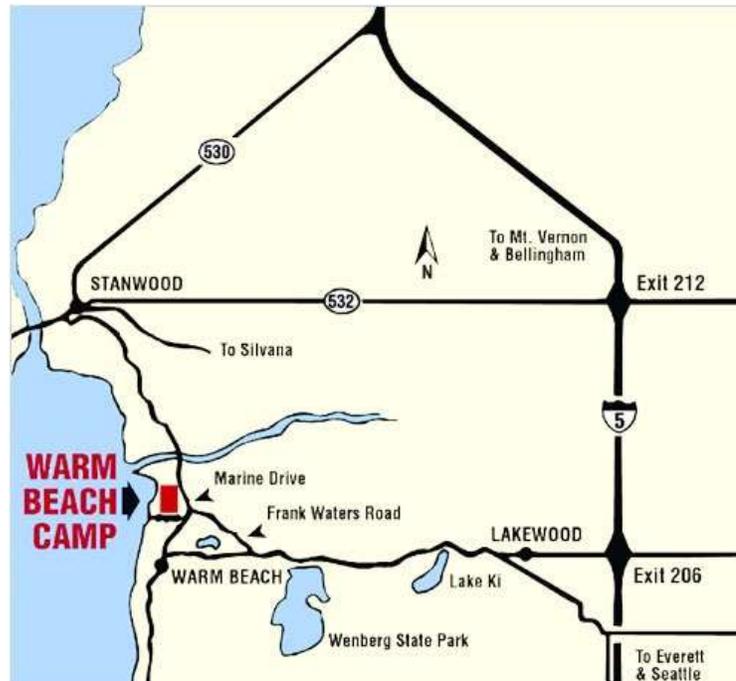
EQUIPMENT: Backpack (or book bag)
 Water bottle
 Flashlight or headlamp with extra batteries

RECOMMENDED: Sunscreen (seasonal)
 Disposable camera with your name written on it
 Books and journal

DO NOT BRING: Money, unless your group plans to use the camp store (ask your
 teachers)
 Electronics including cell phones, walkie-talkies, MP3 players, video
 games, etc.
 Matches, fireworks, weapons (knives, guns, etc.)
 Jewelry, valuables, or pets

2.b.iv Directions to Warm Beach Outdoor Education

Warm Beach Camp and Conference Center
20800 Marine Drive, Stanwood, WA 98292



From Points North (Mt Vernon, Bellingham)

- Going South on I-5 take exit 212 (Stanwood/Camano Island).
- Turn right onto Hwy 532 and travel approximately 5 1/4 miles west into Stanwood.
- Turn left onto 88th Ave NW/267th Street NW and go 1/4 mile to stop sign.
- Turn right onto Marine Drive and travel south for approximately 4 miles to Camp entrance on the right. Follow signs to Cedar Lodge to check in.

From Points South (Marysville, Everett)

- Going North on I-5 take exit 206 (172nd St NE).
- Turn left onto 172nd St NE, cross over freeway and proceed approximately 2 1/4 miles to the stop sign.
- Turn right onto Hwy 531 (Lakewood Road) and travel approximately 6 miles to the stop sign at Marine Drive.
- Turn right onto Marine Drive and go approximately 1 1/4 miles to Camp entrance on the left. Follow signs to Cedar Lodge to check in.

2.c SCHOOL INFORMATION SHEET

2.c.i Standard 2 Night, 3 Day Stay

This is best filled out as you go through the planning process with your team and our OE Coordinator. At least 4 weeks prior to your event, please email, fax, or mail this information to the OE Coordinator, even if you have gone over it on the phone or in a series of emails. Doing so, helps us double check our planning assumptions.

Return to: Caroline Donoho, Outdoor Education Coordinator
Email: CDonoho@warmbeach.com
Fax to: 360.652.8210, Attn: Outdoor Education Coordinator
Mail to: Warm Beach Camp, Attn: Outdoor Education Coordinator, 20800 Marine Drive, Stanwood, WA 98292

School: _____ Grade(s): _____

Dates at camp (including year): _____

Person(s) in charge of your group: _____

Other teachers/staff coming: _____

Work phone: _____ Best time to call: _____

Home phone: _____

Can we call you at home? yes no

Fax: _____ e-mail: _____

Arrival time at Camp: _____ Departure time on last day: _____

How your group will be transported to camp: _____ # of buses _____

First meal served by Camp: _____ Last meal served by Camp: _____

Students _____ # Teachers _____ # High School Leaders _____

Parent Cabin Leaders _____ # Other _____ TOTAL # of participants: _____

Male campers _____ # Male chaperones _____ # Cabins requested _____

(Number of cabins requested is not a guarantee.)

Female campers _____ # Female chaperones _____ # Cabins requested _____

(Number of cabins requested is not a guarantee.)

of campers/staff (please indicate male or female) needing wheelchair accessibility: _____

Teachers/adults not staying with students needing housing: # Males _____ # Females _____

Would you like the Camp Store to be open while you are here? yes no

Snacks:

Please check here if you do not want Warm Beach to provide a snack at recreation time

Goals: Your group’s goal(s):

Classes: Please pick your top eight choices for classes in order of preference. We will do our best to provide the classes that you request, but many things go into making a schedule, so we will use your top eight choices to help us create a suitable schedule for your school. (See 2.c Classes Offered)

Requested Classes:

- | | |
|----------|----------|
| 1. _____ | 5. _____ |
| 2. _____ | 6. _____ |
| 3. _____ | 7. _____ |
| 4. _____ | 8. _____ |

Learning Groups are the small groups in which your students will travel to all the different classes that you take. Our OE Coordinator will choose the number of learning groups for you.

Medical alerts, special needs, dining hall, etc.

Teachers, please complete these two pages and send them in no later than two weeks prior to camp. It is imperative that we have this information before your arrival!

Who will be in charge of dispensing medication and first aid? _____

Is this person a nurse? yes no

Please list “MEDICAL ALERTS” for your group (any type of known medical problems for students, cabin leaders, or teachers).

Please include what cabin and learning group these participants are in: _____

Any campers/adults with special needs (anything that camp staff should be aware of)?

Please include what cabin and learning group these participants are in: _____

Dietary Needs and Restrictions

Please list any students or adults with special diets (e.g. allergies, diabetics, vegetarians, etc.). Our buffet meals work very well for those with special diets or allergies. For those with food allergies, please be very specific. Reactions to peanuts and other foods can be life-threatening, so the more we know about the type of allergy and probable reaction, the more we can work to prevent reactions. We advise anyone with special diets or food allergies to bring snacks to supplement our meal offerings.

Please describe any participants with special medical conditions we should be aware of:
