



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Outdoor Education Program Teacher Planning Guide

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Dear Principal and Teachers,

Welcome to YMCA Camps Marston and Raintree Ranch Outdoor Education Programs! Our Instructors and I are excited that you and your students will be joining us for a camp experience. It is our passion to share the outdoors with you and your students, and to create a lasting appreciation of nature.

The information in this packet is designed to help your school plan a successful outdoor education experience. Please read all information carefully as some of it may have changed. Make sure that all teachers involved with camp receive a copy, and feel free to make as many copies of the parent guide as your school will need. Please pay close attention to the planning checklist. Meeting the deadlines is very important, because we need to order supplies and food, plan for staffing and create a schedule for your group. Our site coordinators will give courtesy calls to help remind you of these.

About 2-4 weeks before your visit to camp, you may wish to schedule a parent and/or student presentation using our informational YouTube or TeacherTube video. Some schools choose to schedule presentations early in the year to help promote interest and participation in fund-raising activities.

If you have any questions, do not hesitate to call. Thank you for joining with us to create a positive and educational camp experience for your students.

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Outdoor Education Program Reservation and Payment Guide

Making a Reservation:

An agreement is emailed to you when your school is booked detailing our procedures, confirming arrival/departure times and outlining payment procedures. Reservations are tentative until the agreement is returned.

Payment Schedule:

*3 months prior to camp date = Deposit Due

*Upon arrival at camp = Remaining Balance Due

*Upon departure from camp = a reimbursement check will be mailed to school if over paid

Fees – 2015/16 Academic Year
\$258 per student for 5 days (M-Fri)
\$227 per student for 4 days (M-Th or Tues-Fri)

Teacher Responsibilities

Before arriving at camp: Early preparation and communication by the teachers enables us to provide a more structured and organized program for staff, students, and teachers.

- Forms must be signed correctly by a parent or guardian. ***Children arriving without complete forms are not eligible to participate in the program***
- Total camper numbers are due to the site coordinators 14 days prior to camp
- Completed cabin lists are due to site coordinators 7 days prior to arrival at camp. Please make notes of special needs children, diets, and any other requests that may require special consideration or planning. See page 5 for cabin list
- Teachers' presence creates a sense of security for students and their parents
- Teachers should plan a 1 to 35 supervision ratio
- Teachers provide a backup for discipline, and may be required to either transport or supervise students for illness or disciplinary reasons
- Teachers sit with and supervise students at all meals
- Teachers are responsible for monitoring recess
- Collect all medications and ensure they are in their original packaging prior to camp
- Bring all store money to camp. Please make sure envelopes are unsealed and the child's name, school name, and \$ amount are legible

Please remember that our no alcohol and restricted smoking area policies apply to everyone on camp property.

Health Forms and Medicine

IMPORTANT:

*Collect all medications, including over-the-counter drugs, and place them in one container

*Check that medicine is clearly labeled with name, instructions, and is in original packaging

*Place Health History Forms in alphabetical order by last name

*Have all students checked for head lice

*Lice – All students will be checked for head lice at camp. If found, parents will be required to pick up children immediately. Students may return to camp with proof of treatment or be treated at camp

Program Planning Checklist

6 months before trip:

___ Arrange for bus transportation

3 months before trip:

___ Return Deposit to camp

1 month before trip:

___ Schedule parent/student slide presentation

___ Send parent packet home

___ Send **Health History Form** home

___ Discuss goals & behavior with students

___ Form cabin groups

2 weeks before trip:

___ Plan for full camp fee to be paid on/before arrival

___ Call camp to report final headcount

___ Collect store money

___ Collect health forms

___ Email or Fax TYPED cabin lists with final teacher and student numbers to Site Coordinator

Before you leave school:

___ Check bus schedule for return trip

___ Be sure you have **every student's** signed health form

___ Bring store money envelopes

___ Bring student medications

Please give updated cabin lists and store money envelopes to Site Coordinators as soon as you arrive at camp. The Health Care Supervisor will collect the health forms and all medications.

YMCA Camps Marston and Raintree Ranch Outdoor Education Programs

Our Philosophy

Through direct, hands-on experience all students reinforce classroom learning in our spectacular mountain site. Caring, Honesty, Respect and Responsibility for each other and for the Earth are instilled throughout the program.

The goals for outdoor education at Camps Marston and Raintree Ranch are based on the California State Science Frameworks, meet Common Core Standards, follow the California Education and the Environment Initiative, and compliment school curriculum. Activities emphasize the development of the student perceptions and awareness of their natural environment. They are designed to build a basic understanding of the ecological principles and the relationship between each student and the natural world.

Cooperation and communication are of paramount importance. We encourage students to work together to appreciate their own individual talents by creating positive social interaction amongst peers.

Our staff strives to create a hunger for learning in the students. Our outdoor education programs are designed to supplement both the educational and social objectives of your classroom.

Curriculum

We have a well-planned curriculum and our staff does all the teaching. Our program meets Common Core State Standards (CCSS) and Next Generation Science Standards (NGSS).

Traditional camp activities are built into some of the classes to provide experiences which may include boating, archery, a climbing wall, or candle making. The number of classes your students participate in depends on your school's length of stay.

Facilities

YMCA Camps Marston and Raintree Ranch are located in the mountains of historic Julian. Our property is home to diverse species of flora and fauna.

Camp Marston facilities include an athletic field, meeting lodge, dining hall, basketball court, and more. Our lodges hold two cabin sized groups and are modern with indoor bathroom facilities and living rooms. Camp Marston has a total capacity of 250, but we usually limit sixth grade camp to fewer students to maintain our "personal touch".

Raintree Ranch is perfect for smaller groups, as we limit the number of campers there to 80. Raintree boasts a rustic ranch house with a dining area as well as the larger "bunk house". The bathrooms are located inside the buildings. Camper capacities in the housing rooms range from 9 to 24, with an adult in each section.

Meals and Food

All meals are provided by camp food service staff and are served family style in our dining halls. Schools contract for meals beginning with lunch upon arrival through breakfast on the day of departure. A fruit/cereal bar at breakfast and a salad bar at lunch and dinner add to our healthy living philosophy.

Our Staff

Our Outdoor Education Instructors are adults with an educational or recreational background who show a strong commitment to working with children. All staff undergo extensive screening, including reference checks and interviews (for any criminal history) before they are eligible for hire. Staff are trained to help children realize their fullest potential in a positive, supportive, and fun environment.

Health Care

The YMCA staff includes Health Care personnel, trained in CPR, First Aid and health care. A doctor is on call in nearby Julian, and the camp is serviced by a County Sheriff's Ambulance 5 miles away. Safety is stressed from the beginning to the end of the camp experience with our truddy system, complete orientations and practiced fire/emergency drills. Please contact the Outdoor Education Director in advance to discuss possible arrangements for children with special needs.

Orientation Program

Our orientation video can be found on YouTube [here](#) and our promotional video [here](#). If you do not have access to YouTube, you can find our orientation video on TeacherTube [here](#) and our promotional video [here](#).

Leadership at Camp

The Program Coordinators will work with the schools in logistic coordination. We have a regular camp program that varies slightly with length of stay. Camp staff teach all classes, lead all activities, supervise cabins, and maintain responsibility for the children. Teachers are responsible for the chaperoning at recess.

Transportation

Arranging bus service is the responsibility of the school. Many schools have found that U-Haul trucks offer an easier, safer, and more cost effective way of transporting luggage. Please arrive to camp at 10:30am and plan to depart at 10:00am on the final day.

Student Permission Forms

Each student is required to bring the 2-sided Health History Form, filled out and signed by their parent/guardian. This provides written consent for treatment in case of medical emergency, and notes any special medical or dietary restrictions for their child. **A physician's signature is only necessary for the noted medical conditions.**

Camp Store

Our camp store will be open during recess to sell snacks and souvenirs. Money must be collected at school and turned into the camp office when you arrive. Please do not seal any envelopes. Envelopes should be labeled this way:

NAME (first & last)

\$____ (Amount)

Teacher Name

School Name

A way to Save Money:

Rent a Moving Truck

It is usually a great deal less expensive than having an extra school bus and has the added benefit of being much easier to pack.

Hire a Charter Bus

Hiring a charter bus can oftentimes be cheaper than a district bus. They are also more comfortable and less likely to break down. They usually have more storage space for luggage, too. That may help reduce the cost of a luggage bus or moving truck. Check out Goldfield Stages at <http://www.goldfieldstage.com/> They seem to be the least expensive.

Fundraising Ideas for Sixth Grade Camp

Donation Website

Gofundme.com

Bakery Bread

Dudley's Bakery 1-800-225-3348

Bread is ordered wholesale, price per loaf is up to the school. Time: ~1 month. Please contact Dudley's at least 3 months ahead of time.

Chocolate/Candy

Here Comes Money 619-229-1300

Sell chocolate bars, candy, cookies, beef jerky at a 50% profit. Time: ~1 month. Offers classroom bonus and has a specific "Cash for Camp" program.

Gift Wrap

Robin Wrap 1-800-762-6727

Students sell Holiday and All-occasion gift wrap at 50% profit. Time: ~1 month. Call for brochure.

Pies, Cookies, & Flowers

Skedaddle Fundraisers <http://www.skedaddlefundraisers.com/>

Sell pizza, cookie dough, and other dessert items. Very easy to work with.

Other Ideas

Otis Supunkmeyer & Mixed Bag Designs Contact: wrapper@cox.net

Pacific Fundraiser Contact: pacificfundraise@aol.com

Right Response Contact: patriciacollis@att.net

Signature Fundraising Contact: wes@sigfund.com

Union Tribune Contact: ecoffo1@aol.com

Fundraisers at school:

Bingo Night

Sell food and bingo cards (donated prizes).

Jog-a-Thon

Students get pledges for a jog-a-thon. Time: ~2-3 weeks for plan and sale time. Cost to set up-\$200-\$300. Possibility for a **very** large profit!

Rummage Sale

Have a school flea market; each family has a table!

IF NOTHING ELSE PLEASE MAKE SURE THE FOLLOWING ITEMS ARE DONE

1. All students must have a **SIGNED** health form
2. All medication should be labeled with proper dosage in original bottle
3. Student store money must be labeled in envelope with students name, school, and amount
4. Please **TYPE** cabin lists and email back to Coordinators
5. Teachers are responsible to supervise recess and sit with students at meals
6. Remember that you have a fridge in your cabin. Bring snacks and enjoy your stay