

## **IMPORTANT PLANNING POINTS** **(FOR YOUR VISIT TO CAMP COSBY)**

- \*Each school is required to bring a Nurse and Emergency Vehicle. Camp Cosby allows each school to bring 1 nurse at NO CHARGE. The nurse is required to handle student medications, injuries, and other health related issues. Medical supplies, such as a first aid kit, are the responsibility of your school or nurse to bring. A vehicle is required to transport students or adults in the event of an emergency.
- \*Water bottles are recommended on the pack list, Camp Cosby will provide a water bottle at-cost.
- \*Journals are available for all schools who visit us online. These journals include activities, lessons, and blank pages for students to use during their visit with us. Camp no longer provides journals. A printable journal is available electronically if schools would like to alter our format to include specific information found in their own curriculum.
- Teacher Meetings between the Camp Cosby staff and involved teachers from your school are highly recommended and should be scheduled as quickly as possible. Most of the information below is covered in further detail at Teacher Meetings as is planning out your curriculum choices. Parent meetings are optional based on each individual school's needs, but do provide an excellent opportunity for parents to learn more about the upcoming field trip and to meet with our staff.
- Health History/Assumption of Risk and Release forms are required for each student. These forms are necessary in the event of an emergency (lists allergies, simple health history, and insurance information) and will be kept on file at Camp Cosby after your trip. They will be given to teachers at the Planning Meeting prior to the trip and should be completed and separated into trail groups prior to the trip.
- Fundraising is an important aspect of the Camp Cosby experience. Most schools raise 100% of their funds for their visits to Camp Cosby through a variety of avenues. There are many creative approaches including bake sales, spaghetti dinners, pancake breakfasts, private sponsorship (including private individuals, PTO's, Rotary, Kiwani's, Lion's, Jaycee's, and local businesses willing to sponsor students), and many more. We encourage schools to take advantage of the network within their school system to develop fundraising options; however, please feel free to contact our

office to discuss other fundraising options and ways to make the Camp Cosby experience accessible to all of your students.

- Chaperones are a vital component of the Outdoor Classroom program and their attendance is greatly appreciated by our staff. We ask that there are 2 chaperones per cabin *and* 2 chaperones per trail group. We also require a *maximum* ratio of 1:8 (1 adult for every 8 students).
- Trail Groups & Cabin Groups should be assigned by teachers prior to the school's arrival to Camp Cosby. This needs to be done in order for the arrival and orientation process to run smoothly and efficiently so that the students and chaperones receive an organized welcome to Camp Cosby.
- Recreation activities and groups are the responsibility of the school. Please have this organized prior to your arrival to Camp Cosby. We have several options available depending on the time of year. These options will be discussed at the Planning Meeting prior to the trip. Some schools allow students to sign up for their choice of activities, while others assign the activities to them.
- Camp Store is the students' only opportunity to satisfy their desire for sodas and junk food while at camp. We also provide opportunities for students to buy souvenirs while at camp if desired by teachers. Most snack items in the store cost \$1.00. Souvenir prices range from \$1.00-\$12.00. Typically, \$20.00 will be plenty of spending money for students. Prepayment of snack items is highly encouraged as it alleviates the problems inherent with students handling money (lost, stolen, etc.), and makes the store visit happen more quickly. If you are interested in this convenience, please ask about options to implement this during the teacher meeting.
- A Moment of Silence will be observed at all meals in order to allow people to give thanks according to their beliefs and to respect diversity. If your school is a private, religion-based school we will ask for a volunteer from the school to lead the group in a blessing.
- Food Waste is an optional tradition during our meals designed to create an awareness of the amount of food that gets thrown out. We encourage students to "take what you want, but eat what you take". We value teaching students about conserving and making good decisions; however, we do not condone forcing students to finish their food OR eat less in hopes of attaining the "Zero Food Waste" goal. If you choose to have

Food Waste Measurement as a part of your program, please help us encourage, not force, conservation.

\*denotes changes as of the 2009 season.