

TALENT RELEASE FORM

I hereby assign and grant to The Outdoor School the right and permission to use and publish the photographs/film/videotapes/electronic representations and/or sound recordings made by my child and I hereby release The Outdoor School of any and all liability from such use and publication. I hereby authorize the reproduction, sale, copyright, exhibit, broadcast, electronic storage, and/or distribution of said photographs/film/videotapes/electronic representations and/or sound recordings without limitation at the discretion of The Outdoor School and I specifically waive any right to any compensation I may have for any of the foregoing.

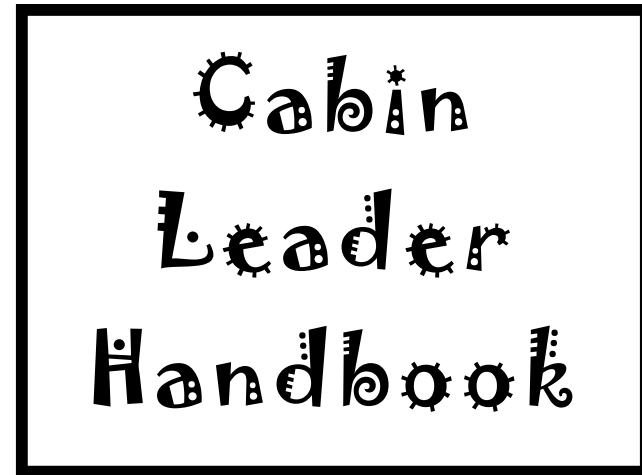
Student Name _____
X _____ Date _____
Signature of Parent and/ or Guardian



Please detach and submit with your Health History Form



teaching respect, inspiring wonder



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WELCOME CABIN LEADERS!



The Outdoor School welcomes you to a week of **adventure, learning, hiking, bonding, leadership, and fun!**

When you arrive at The Outdoor School you will have a training session with an Outdoor School Administrator. Prior to arrival you will **NEED** to read this book cover to cover so that you are prepared and know what we expect of you. All you need to bring (besides the long list in the back of the book) is an:

- open mind
- a desire to work with children and
- boundless energy

Thank you in advance for devoting your time to the students and our program. We hope that this week is **magical** for you.

Kind Regards,
The Outdoor School Education Director

P.S. If you have any questions, comments, or concerns give The Outdoor School a call at (805) 686-5167 ASAP – we are here to help you succeed as a cabin leader.



Packing

- Sleeping bag or sheets/blankets (twin)
- Pillow
- Shampoo/soap
- Toothpaste/toothbrush
- Comb/brush
- Sunscreen
- 2 towels
- Chapstick
- Water bottles (2-3 for a total of 36-48 fluid ounces)
- Camera (disposable)
- Stationery/ paper/postage
- Reading book
- Money (if you wish to go to the Trading Post)
- Flashlight
- Backpack for hiking
- Flip Flops for Shower
- Swimsuit (one piece – for shower)
- 2 short sleeve t-shirts
- 2 long sleeve t-shirts
- Sweatshirt/sweater
- Jacket
- Rain gear (we hike in the rain so be prepared)
- 4/5 pairs of long pants (which are required for the hikes and most activities)
- 1 pair of shorts
- Pajamas
- 2 pairs of shoes/boots
- Underwear
- 5 pairs of socks
- Hat (for sun and warmth)
- Gloves (for warmth)
- Dirty clothes bag
- Feminine Hygiene Products

Optional

- Musical Instruments
- Recreational Reading
- Cabin Decorations
- Homework

Forms

- Health forms (doctor's signature is necessary for medications)
- Cabin Leader Contract

DO NOT BRING – Mess Kits, Clock Radios, Food, Candy, Gum, Soda, Walkman/Discman, Electronic Games, Excessive Cosmetics, Pagers, and Cellular Phones

DO NOT BRING....WILL RESULT IN IMMEDIATE DISMISSAL

Weapons Lighters Matches Tobacco
Alcohol Illegal Drugs Fireworks Bad Attitude





Discipline



The school's teachers retain administrative control of students while at The Outdoor School (this is a field trip). Therefore the teachers enforce all of the policies and procedures from their school while visiting The Outdoor School.

Our approach to discipline is to use positive reinforcement (STARS) – although sometimes it is necessary to have consequences for inappropriate behavior (CHECKS).

When a student exhibits negative behavior, s/he will receive:



- 1st check – for the first offence which is a verbal warning and results in a discussion with Naturalist.
- 2nd check– the student is the last person at The Outdoor School to sign up for a special activity.
- 3rd check – the student misses recreation time and creates a behavior contract with a Director.
- 4th check – the student misses a special activity and calls home to discuss his/her behavior issues.
- 5th check– the parents and/or guardian of the child are notified and the child is sent home.



Students who exhibit severe or unsafe behavioral problems such as intentionally harming another person, bringing or using knives, firearms, explosives, controlled substances, other dangerous weapons, cabin raids or fighting will be immediately removed from The Outdoor School.

- * **CABIN LEADERS WILL GIVE OUT AND HELP STUDENTS RECORD THEIR STARS. CABIN LEADERS MAY CONSULT WITH A NATURALIST IF THEY FEEL A LEARNER'S BEHAVIOR IS INAPPROPRIATE AND A CHECK MAY BE ASSIGNED.**

The Outdoor School Community

- * NATURALISTS are the teachers at The Outdoor School. They guide hikes, lead special activities, supervise meals and star in campfires. They are lead by the lead naturalist
- * EDUCATION DIRECTOR is in charge of the day to day operations of The Outdoor School including supervising naturalists, cabin leaders, and assisting the teachers with student supervision and discipline. If the Education Director is not available then the Program Coordinator is in charge.
- * ADMINISTRATIVE DIRECTOR manages the accounts and attendance.
- * KITCHEN STAFF cook all meals (including desserts) and appreciate lots of 'thank you' and compliments. The Kitchen Director is responsible for accommodating the students' food allergies and dietary restrictions.
- * MAINTENANCE and the Camp Ranger maintain all the buildings and facilities on property.
- * CLASSROOM TEACHERS retain administrative control of their students including discipline, dispensing medication, and supervising activities
- * CABIN LEADERS ...well, that is you!!!



Where Am I Going?

The Outdoor School is located at Rancho Alegre Boy Scout camp, which is on the north-facing slopes of the Santa Ynez Mountains, near Lake Cachuma. The site is approximately 40 miles south of Santa Maria and 20 miles north of Santa Barbara on Highway 154.

Groups and Activities

3 GROUPS

- o Cabin – with you as the leader
- o Hiking – you will be a member of one group
- o Meal – you will eat with one table of students

CURRICULUM HIKES

- **THE GEOLOGY HIKE** focuses on plate tectonics and the resulting geology of the Santa Ynez Valley, faults and all. Learners will explore and classify rocks and rock formations, search for fossils, and see firsthand the power and products of erosion.
- **THE WILDLIFE BIOLOGY HIKE** broadens learners' understandings of animal adaptations and the interdependences that link all living things together using games and activities, observing and tracking wildlife, and exploring animal artifacts.
- **THE PLANT ECOLOGY HIKE** reinforces basic concepts like photosynthesis, ecosystems, and habitats while helping to connect learners to place by letting them explore our plant communities (and eat some of the edible inhabitants).
- **THE NIGHT HIKE** is one of the highlights of The Outdoor School week and is a true sensory experience. Activities focus on astronomy, nocturnal animals and adaptations, as well as confidence building through the famous "Courage Walk"
- **THE CHUMASH HIKE** helps wrap up The Outdoor School experience by exploring Chumash culture, how these people survived in the valley, and the interactions people, both past and present, have with their environment.

SPECIAL ACTIVITIES

- These activities happen on day two in the afternoon, day three in the afternoon and in the evening
- Cabin leaders may participate in afternoon special activities or use this time to shower, relax, and do homework.
- Cabin leaders will participate in the evening activities.

What does The Outdoor School expect of Cabin Leaders?

You are a

- * **ROLE MODEL** – the students will always be watching you and imitating everything you do and say (everything!!!)
- * **LEADER** – where you go the students will follow so you need to know what is going on and where you should be – always!
- * **TEACHER BY EXAMPLE** – your behavior will set the standard at every activity so teach the students to be responsible and respectful by being so yourself
- * **PARTICIPANT** – the students want to share this experience with you so please have fun, learn, and enjoy your time at The Outdoor School.

What do we specifically have to do?

- Monitor cabin behavior
- Assist the Naturalists on curriculum hikes
- Supervise meal behavior, set-up and clean-up
- Lead team building activities in your cabin
- Communicate any concerns or questions with the Education Director, Program Coordinator, Naturalists and Teachers
- Escort your students to their activities on time
- Create a community within your cabin, in your hiking group and with all students

What is the time commitment?

Cabin leaders are expected to remain at Outdoor School from arrival on Day 1 until departure on Day 4. If a Cabin Leader needs to leave during the week (e.g. prior scholastic obligation) they will need their departure to be pre-approved by the Education Director and must sign out appropriately (this policy is the same for both high school students and adults). Cabin Leaders under 18 and/or in high school will need their guardian to provide transportation if they need to leave sometime during the week.

Cabin leaders will have a couple of hours of designated off-time on Day 2 and Day 3. Cabin Leaders are expected to stay on the local site at this time and are welcome to catch up on school work.

If you would like to earn community service hours please speak with the Education Director .

The Answers to F.A.Q.s

Accommodations – Cabin Leaders stay in dormitories with as many as twenty students. The dormitories have individual showers and bathrooms – you may shower only during your designated free time.

Telephone Calls – Cabin Leaders may call home with permission from the Education Director. Keep in mind that most calls are long distance.

Cell Phones – We would prefer that you do not bring your cell phone. It can be distracting from your responsibilities as a cabin leader.

Drugs/Alcohol/Tobacco – The State Education Code expressly forbids drugs, alcohol, and tobacco and requires The Outdoor School to contact the Sheriff about any incident involving possession or use of drugs or alcohol.

Visitors – Cabin Leaders may not receive visitors.

Time Off – You will have a couple hours during the afternoon to shower, do homework, and relax.

Student Gifts – You may bring team-building gifts for your cabin – matching bandannas, hair ribbons, name cards, streamers, construction paper, markers, etc. BUT you may not bring gum, candy, soda or food for the students.

Dietary Restrictions – If you have dietary restrictions please let us know the week before you attend so we can make adjustments. Please prepare a list of foods you can and cannot eat. Every meal has a vegetarian option.

Dress Code— typical dress code found at school applies here. Please wear non-baggy pants and appropriate t-shirts (no illicit text or logos; mid-riffs must remain concealed). Tank tops or other revealing clothing are not allowed and you may be told to change. Close toed shoes are required.

Being the Best Cabin Leader Possible

Here are some tips, tricks, and techniques:

1. Learn everyone's name in your cabin the first day – play a name game, make name tags, give them nature names.
2. Include everyone – do not let anyone sit out.
3. Set boundaries – be firm on day one and the students will respect and listen to you all week.
4. Be fair – listen to both sides in arguments.
5. Do not allow any roughhousing in the dorms.
6. Earn cabin inspection points.
7. Create unity – play group games, do riddles, tell stories, share your day, make up a cabin song, design a poster.
8. Ask for HELP – Teachers, Naturalists, Education Director – we are here to HELP You!

Be Patient

Be Sympathetic

Be Clean and Tidy

Be Firm in Decisions

Be Thorough in all Responsibilities

Be Consistent

Be Always Informed

Be Happy

Be Cautious – Take No Undue Chances

Be Enthusiastic

Be Prompt

Need-to-Know Information

First Aid- Cabin leaders do not administer any first aid or medication to the students. All student medications are kept in the Health Lodge. Student injuries are treated either by Naturalists on the trail or by the teachers in the Health Lodge. Cabin leader medication must also be kept in the Health Lodge (except inhalers or epipens which must be carried on hikes).

Homesickness – Distracting the child with other things is the key when dealing with homesickness. Read a story from the cabin guide, tell a joke, play a game. Do not give the student excessive attention since this tends to make the situation worse.

Bedwetting – Bedwetting is a common incident at The Outdoor School and should be treated with the greatest sensitivity. Every morning, after breakfast, the cabin leaders check all the bunks for bedwetting. When you find wet bedding, inform the Education or Assistant Director before morning hikes. The bedding will be laundered while the students are hiking and returned to the cabins prior to lunch.

Borrowing and Lending – Do not allow borrowing or lending among the students or between cabin leaders and students. Borrowing and lending can lead to theft accusations and hurt feelings by the end of the week.

Keeping Your Cabin Together – Your cabin group should always travel together. No student should be allowed to go anywhere at The Outdoor School alone (send partners or groups to the infirmary, restroom, or other locations).

Sleepwalkers – Identified sleepwalkers need to sleep on the **bottom bunk** to prevent injury. If you encounter a sleepwalker, gently guide them back to their bed. Do not shake or yell at the student to awaken them. This will only frighten them.

Rumors – You must discourage the students from spreading rumors. It draws the students' focus away from The Outdoor School experience and onto petty social problems. This includes refraining from telling personal stories, spreading gossip or answering questions about your girl/boy friend, alcohol, drugs, sex or anything else not appropriate for children of that age.

Raids – The Outdoor School does not permit raiding another cabin area, cabin, or someone else's belongings. A raid is blatant disrespect of other students' personal property and privacy. If your cabin is involved in a raid the CABIN LEADER will be immediately sent home and a report made to their school's administration.

If you have any questions or comments on any of these issues/policies we encourage you to ask questions, get clarification during your training and even learn more on your own before you arrive.

MEDICATIONS BEING TAKEN: All medications must be approved by the school district and are regulated by school district policy not The Outdoor School. Please contact your school for the appropriate forms.

HEALTH HISTORY: (Please circle yes or no; provide comments regarding management of condition where applicable)

Yes No 1. Severe Bee Sting Allergies Yes No

Date of last reaction and its severity: _____

(If bee sting kit is necessary, please use school district medication form)

Yes No 2. Allergies- Hayfever, Food, Other

Comments: _____

Yes No 3. Asthma (Include date of last attack)

Comments: _____

Will your child be bringing an inhaler? Yes No

Yes No 4. Heart Condition Comments: _____

Yes No 5. Diabetes Comments: _____

Yes No 6. Epilepsy: (Include date of last seizure)

Comments: _____

Yes No 7. Frequent Severe Headaches or Fainting

Comments: _____

Yes No 8. Any _____ Speech, _____ Hearing, or _____ Vision problems

Comments: _____

Yes No 9. Sleepwalking. How often? _____

Yes No 10. Prone to bedwetting? Frequency? _____

Date of Last Tetanus: _____

ALLERGIES/RESTRICTIONS: List all known. Describe reaction and management of the reaction.

Medical Allergies (list): _____

Food Allergies (please include restrictions, i.e. vegetarian, vegan): _____

Activity Restrictions (e.g. what cannot be done, what adaptations or limitations are necessary): _____

OTHER: Please use this space to provide any additional information about your child's behavioral, physical, or emotional needs that will help us to better serve them.

Health History /Emergency Treatment Form The Outdoor School at Rancho Alegre

Complete and return to your classroom teacher before leaving for The Outdoor School. Any changes to this form should be provided in writing to the classroom teacher before arrival at The Outdoor School.

The Outdoor School at Rancho Alegre is owned/operated by Los Padres Council, BSA.

Student Name: _____ Birth date: ____/____/____ Sex ____ Age ____
Home address: _____ Home Phone () _____
City, State, Zip _____
School: _____ Entering _____ grade in fall

Emergency Numbers (fill in completely):

1. Custodial parent/guardian:
Cell: () _____ Day phone: () _____ Night phone: () _____
2. Second parent/guardian:
Cell: () _____ Day phone: () _____ Night phone: () _____
3. Emergency contact/relative:
Day phone: () _____ Night phone: () _____
4. Neighbor:
Day phone: () _____ Night phone: () _____

INSURANCE INFORMATION

Is the student covered by family medical/hospital insurance? Yes No

If so, indicate carrier or plan name _____ Group # _____ Family Doc-
tor _____ Phone () _____

AUTHORIZATION AND CONSENT FOR MINOR

Pursuant to California Civil Code Section 25.8, Pursuant to California Penal Code Section 12552

With the understanding that my child, _____, will be at all times under the supervision of a certified teacher, I give my permission for him/her to attend The Outdoor School and to participate in all the activities involved, unless otherwise noted.

The undersigned do hereby authorize The Outdoor School, its employees, agents and volunteers as agent for the undersigned to consent to any x-ray examination, anesthetic, medical, dental or surgical diagnosis or treatment and hospital care for:

_____ born on _____, which is deemed advisable by and to be rendered under the general or special supervision of any physician and surgeon, licensed under the provisions of Medicine Practice Act or of any dentist licensed under the Dental Practice Act, whether such diagnosis or treatment is rendered at the office of said physician or dentist, at a hospital, camp, or elsewhere. This authorization will remain effective while the above minor is en route to and from or involved or participating in any activity of The Outdoor School, unless revoked by the undersigned, in writing, delivered to The Outdoor School. *

I hereby assign and grant The Outdoor School the right and permission to use and publish photographs/film/videotapes/electronic representations and/or sound recordings made of my son/daughter during the week. I release The Outdoor School from any and all liability from such use and publication and waive any right to any compensation.

Student Name _____ Address _____
X _____ Date _____ Telephones: Home () _____ Business() _____
Signature of Parent and/ or Guardian

**If for religious reasons, medical/surgical attention cannot be given strike out that portion of the consent form.*