Hello Students and Parents!

Welcome to Fall At the YMCA! We are leaving on our Outdoor Education trip in about one month. Since that is the case, we have some things that we need to do. Below is information concerning this year’s trip – our final schedule and **ALL** permission slips, forms and information that is needed from you and your student.  Enclosed in this packet are the following forms / informational pages:

* **A schedule** 
  + *Any changes to the finalized schedule will be available at the Parent Meeting to be held on Monday September19, 2016.*
* **The OE Permission Form**
* **The OE Rules and General Rules for Etiquette while we are on the trip**
* **YMCA Liability Form**
* **Permission for Medication Forms (if these apply to your student)**
* **A list of supplies / things to pack for the trip WITH a form to sign indicating that you and your student(s) understand what to pack.**
* **A list and descriptions of the different YMCA-led activities that the students will be participating in while we are on the trip.**

The only form that **MAY NOT BE FILLED OUT BY EVERYONE** will be the Permission for Medication Form. **PLEASE HAVE ALL FORMS RETURNED, STAPLED TOGETHER, BY WEDNESDAY, September 28, 2016.**

**We will be having an Outdoor Ed Parent Meeting on Monday, Sept. 19, 2016, at 6:00 p.m. in the HS library**. At that meeting we will discuss the finalized schedule, what to pack for the trip, getting any last minute money paid off for the trip, and answer any parent questions.

If you have any further questions, please feel free to contact us via email or by phone.

Thank you,

***Mrs. Goddard                        Mrs.Wujek***

[goddardp@@wiggins50.k12.co.us](mailto:sonnenbergj@wiggins50.k12.co.us)             [wujeks@@wiggins50.k12.co.us](mailto:sonnenbergj@wiggins50.k12.co.us)   
  
(970) 483-7762 x 2272                    (970) 483-7762 x 2241

**Outdoor Education/Field Trip Permission Form:**

I give permission for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (student name) to attend the Outdoor Education field trip to YMCA of the Rockies at Estes Park on **Wednesday, Oct 12 through Friday, Oct 14, 2016**.  **We will be leaving Wednesday morning at around 8:00 a.m. and returning Friday around 3:00 p.m.**  Wiggins Middle School encourages field trips that are educationally valuable and enhance instruction in the classroom.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_            \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature                            Date

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

In case of an emergency or other matters we will need **phone numbers of two people**.  Also, insurance information is needed:

Emergency Contact #1 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Relation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Emergency Contact #2 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Relation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Insurance Information (Provider Name):   
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Outdoor Education Rules**:

The following rules will help ensure a safe and pleasant experience during our outdoor education activities.

1. I will follow the authority of the sponsors.
2. I will listen and be respectful of YMCA instructors, rangers, and staff.
3. I will not leave the designated area without a sponsor.
4. If I have a problem, I will notify the sponsor(s).
5. I will stay out of the boys’ cabins if I am a girl.
6. I will stay out of the girls’ cabins if I am a boy.
7. I will have a positive attitude and will not whine.
8. I will exhibit proper etiquette during meals and in public areas.
9. I will dress for the conditions in Estes Park and Rocky Mountain National Park.
10. I will carry a water bottle at all times.
11. I will model respect and manners for the *YMCA facilities*, class members, adults, and any other individuals that I meet while on this trip, because I am a representative of the Wiggins community and I would like to make a favorable impression on everyone that I meet.

**By signing on the lines below, I am stating that I understand the rules and agree to follow them.  Also, my parent(s) will sign below indicating that they understanding the rules I will follow and know the consequences if I do not follow the rules.  Parents will need to pick up their child if needed.**

Student Name (print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Names (print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parents Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Outdoor Ed Trip Etiquette:**

1. **Be mindful of other visitors at the YMCA and Rocky Mountain National Park.**
   1. Walk on the sidewalk and trails. This will lessen the impact on the environment and not cause other visitors to become annoyed because the Wiggins students can’t follow the rules.
   2. Be polite to any and all staff, volunteers, and rangers at the YMCA and RMNP.
   3. Be respectful of all laws, wildlife, and other rules.
   4. **BE ON YOUR BEST BEHAVIOR.**
2. **Cafeteria Etiquette:**
   1. Take only what you will eat and clean your plate.
   2. You will only be allowed one soda pop per day. Water is the best thing for you to drink.
   3. No hats at the table.
   4. Use your table manners.
   5. Be respectful of the other people in the dining hall.
3. **Listen to your sponsors and any other adults who you encounter.**
   1. NO QUESTIONS ASKED.
4. **HAVE FUN!**

**Permission for Medication Instructions:**

1. If your child has a doctor prescribed (prescription) medication:

* Physician signature is needed on the following form(s)
* Parent signature is needed on the following form(s)

1. If you would like to send over-the-counter medicine (*Tylenol, Ibuprofen, cold/allergy medicines, Pepto Bismol, Tums, etc.*):

* Physician signature in **NOT** needed
* Parent signature is needed on the following form(s)

1. **All medications need to be given to Mrs. Goddard**

**by Monday, Oct 10, 2016.**

1. Medications need to be in the original container and labeled appropriately.
2. Students name needs to be on the container (written on with sharpie).
3. The “Permission for Medication” form needs to be filled out completely:  Dosage, Purpose, time given, and side effects.

**Permission for Medication FORM #1**

**Student Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Medication #1 Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Purpose** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Dosage** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Time medication is given / administered** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Possible side effects:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Physician Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Physician Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Parent Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Parent Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Permission for Medication FORM #2**

**Student Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Medication #2 Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Purpose** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Dosage** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Time medication is given / administered** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Possible side effects:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Physician Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Physician Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Parent Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Parent Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Outdoor Education Supplies:**

**\*Lunch -** All students **MUST** pack a disposable sack lunch to eat on the first day in the RMNP, **Wednesday, Oct 12**.  If you need help providing a lunch for your child, please contact Mrs. Goddard by *Friday, Oct 7*.

**Packing** - Students need to pack for three full days and two nights

**Clothing**

    - Socks (*bring extra socks*)

- Long underwear/warm under clothing

    - Long pants

    - Jacket/ Warm Coat

    - Sweatshirts and undershirts

- Gloves

    - Warm Hat **AND** Baseball Cap

- Comfortable shoes – tennis shoes or hiking boots (2 pairs in case one gets wet).   
  **A pair of snow boots is HIGHLY ADVISABLE**.

    - Rain Gear (*poncho or plastic trash bag*)

    - Sunglasses

    - Backpack (*for hiking*)

    - Swimming suit (may wear flip flops during swimming time **only**, and may **NOT** wear

                                  t-shirts / cover-ups in the pool - *YMCA Rule*)

    - Pajamas (appropriate)

Bring enough to dress in **layers**; the weather can drastically change throughout the day.  Students will be responsible for making sure they are appropriately dressed for the day since we will be away from our cabins most of the time.

**Personal Hygiene**

    - Shampoo

    - Toothpaste

    - Toothbrush

    - Hair care needs

    - Deodorant (**NO cologne, perfume, or body spray**)

\* Soap, towels and bed linens are supplied by the YMCA.

**Miscellaneous needs**

    - Pencil/pen

    - Sunscreen

    - Water bottle

- Camera - preferably disposable (*optional*)

- A **few** healthy Snacks (*crackers, pretzels, fruit snacks, trail mix, granola bars, jerky, etc.*)

    - Money (YMCA & RMNP have souvenir shops)

    - Playing cards, UNO, etc. (*optional*)

    - Cell phone (*optional*)

**Prohibited items**

    - Gum- *YMCA rule*

- Soda Pop or Energy Drinks

    - **Unhealthy snacks** (*candy, cookies, chips, etc.*)

- Flashlights (**Sponsors will have flashlights, please don’t bring one.**)

    - Matches, knives, firearms, etc.

**Cell Phone/Contact Information**

Cell phones will not work very well where we will be, however we do understand if you would like to send a phone with your child. You may send a phone with your child if they would like to call home in the evenings. All cell phones sent with students will be held in a sponsor’s room and the students may come and get them if they need to or want to call you. **If a student does not turn in a phone to the sponsors, the student AND the parent(s) understand that the school and sponsors will not be held responsible for any lost or stolen phones that are smuggled on the trip.**

If there is a family **EMERGENCY or URGENCY** here at home, please get a hold of the school and they will contact the sponsors. One of the sponsors will then call you back as soon as we are able to do so.

If there is an **EMERGENCY or URGENT situation up on the trip**, one of the sponsors will get ahold you **and** the school as soon as possible.

Wiggins Middle School    970-483-7763 – Front Office

Mrs. Stephanie Wujek        (303)518-3827

Mrs. Patricia Goddard        (970)768-9549

Mr. Trent Kerr

Mr. Andrew Baker

2 volunteer parents (TBA)

YMCA of the Rockies        970-586-3341

**Outdoor Education Supplies:**

**Please sign below to show that you understand:**

* *what items your child needs to bring for the field trip*
* *that sponsors and YMCA staff are not responsible for any lost or stolen items*
* *that you child bags will be searched before leaving for the field trip*

Student Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Outdoor Education Activities:**

**Group Initiatives**

Students will participate in a series of ground-based initiatives that are designed to promote cooperation, trust, communication, teamwork, respect, goal setting and problem solving. These are activities that have been created to be led in any open space or along a hike. The activities, games, and initiatives are a great way to get your team of students working together. Students get to know one another and create a healthy dynamic for the classroom.

**Night Hike**

Night hikes are one of the most popular programs we offer at the Estes Park Center! In this class, students will learn that not all animals go to sleep when the sun goes down. Students will also participate in engaging sensory activities and learn about the amazing adaptations that allow creatures of the night to survive. If students are lucky (and quiet!), they may even be able to see an animal in its natural nighttime habitat. Students will be led by a qualified instructor with night-guiding training. Night hikes are very well supervised and safety precautions are strictly enforced. Hiking routes are chosen carefully so as to be easily navigated by our target age groups and typically cover no more than one mile of ground. No flashlights are allowed!!!

**Outdoor Survival Skills**Students will learn the importance of survival skills that will keep them safe in case of an emergency or getting lost while in the wilderness. Students will learn how to prevent getting lost, what to do in the event that they do become lost, and necessary skills if they must unexpectedly spend the night in the woods. They will gain knowledge of shelter building, fire building, knot tying, and hazards. This class will focus on outdoor and basic survival skills.

**Route Orienteering**

Students will learn map and compass skills. They will learn how to follow a bearing on a compass, how to read a topographic map, and how to find a bearing using both a map and compass. They will need to find their way around the YMCA property in this engaging skills based class!

**Swimming**

Utilize our heated indoor swimming pool that can hold up to 80 students at a time. Please make sure all students come prepared with proper swim wear– towels are provided!

**Campfire Ring**

Led by our incredibly energetic and creative staff, the campfire sessions at the YMCA are a chance for your kids to celebrate, laugh, act, sing and have a blast! Our instructors lead students in sing-a-longs, performs hilarious skits utilizing kids and teachers for players, and has the ability to tell some great campfire tales!

**Long House Gymnasium / Roller Skating Rink**

Students can either use the gym or roller skating rink located in the Longhouse building.  The gym has a basketball, volleyball court and shuffleboard available and there are enough roller skates to accommodate 45 skaters at a time.