

# McDowell Farm School Program Contract

EMAIL to farmschool@campmcdowell.com or Fax to 205-221-3454 Attn: Farm School Coordinator

*Please email or fax this contract 2 MONTHS prior to your visit.*

School: \_\_\_\_\_ Grade(s): \_\_\_\_\_ Reserved dates: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Lead Teacher: \_\_\_\_\_ Email: \_\_\_\_\_

School Phone: (\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_

Secondary School Contact: \_\_\_\_\_ Email: \_\_\_\_\_

**Arrival time:** \_\_\_\_\_ (recommend Mon 10am / Wed 11am) **Departure time:** \_\_\_\_\_ (recommend 12:45pm)

**How will your group be arriving?** (#'s if known) \_\_\_\_\_ Bus(es) \_\_\_\_\_ Car(s)

**STUDENTS:** # of boys: \_\_\_\_\_ # of girls: \_\_\_\_\_ Total # of STUDENTS: \_\_\_\_\_

**\*ADULTS:** # of men: \_\_\_\_\_ # of women: \_\_\_\_\_ Total # of ADULTS: \_\_\_\_\_

**\*Please include ALL Teachers & Chaperones in the Adult numbers** **TOTAL #:** \_\_\_\_\_

# **FARM CREWS:** \_\_\_\_\_ # **BOYS CABINS:** \_\_\_\_\_ # **GIRLS CABINS:** \_\_\_\_\_  
(10-12 students/group) (24 beds/cabin) (24 beds/cabin)

**Do you need a separate Cabin/Lodge (circle preference) for teachers?** If so, for how many? \_\_\_\_\_

**Are you having a mandatory chaperone meeting ahead of your trip?** Y / N

**RESPONSIBILITIES OF THE FARM SCHOOL:** Assist with pre-trip planning; provide complete educational programming; inform participants of their responsibilities, camp rules and emergency procedures; prepare meals and evening snacks; clean and maintain facilities and grounds; and provide a safe and wholesome atmosphere.

**RESPONSIBILITIES OF THE LEAD TEACHER:** Make a reservation, submit confirmation fee and return contract; arrange transportation; arrange for one physically-able chaperone for each cabin and field group; communicate with students, parents and chaperones about the trip; collect fees, medicines; mail health forms at least 3 weeks prior to your trip; email/fax field and cabin group lists; participate in the program with chaperones and students; and submit final payment.

**DAMAGE:** The Center reserves the right to send home any child who becomes ill, destroys property, behaves aggressively, or takes any other action detrimental to other students or the program. The school will be responsible for providing transportation in such cases and for any damage to the facilities and equipment. No refunds will be made under these conditions. **The Farm School cannot be held responsible for loss or damage to property brought to McDowell. Please encourage students to leave valuables and large amounts of cash at home.**

**INVOICE:** On your last day at McDowell, we will give you an invoice for the balance of your payment. **Payment is due within 30 days of your trip dates.**

**I agree to the terms of this contract and agree that my group will abide by all McDowell policies.**

\_\_\_\_\_  
Signature of Lead Teacher

\_\_\_\_\_  
Date

**\*Please complete the next page\***

# Program Contract: Class Options

**3-day program:** Choose 12 hours of daytime classes & 2 night programs  
Designate 1.5 or 3 hour option when applicable.

**All school groups take three CORE CLASSES. Please circle Farm Fauna CLASS LENGTH**

## CORE CLASSES

<b>Plant it, Earth!</b>	3 hrs	<b>Farm to Table</b>	3 hrs	<b>Farm Fauna</b>	1.5 or 3 hrs
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Select additional classes to complete your 12 hours of class time

## OPTIONAL CLASSES

<b>Big, Bug World</b>	1.5 hrs	<b>Farm Ecology</b>	1.5 hrs
<b>Hard at Work</b>	1.5 or 3 hrs	<b>Sustainability</b>	1.5hrs
<b>Nature Journaling</b>	1.5 hrs	<b>Nature Hike</b>	1.5 hrs
<b>Canoeing on Sloan Lake</b>	1.5 hrs	<b>Wilderness Transformed</b>	1.5 or 3 hrs

**Evening Program Selections:** Please rank your preferences, as weather and group numbers are factors

<input type="checkbox"/> Campfire	<input type="checkbox"/> Barn Dance	<input type="checkbox"/> Community Council
<input type="checkbox"/> Night Hike	<input type="checkbox"/> Alabama Unplugged	<input type="checkbox"/> Livestock Lullabies

**Themes: Please choose one of the following themes for your trip**

<input type="checkbox"/> Wonderment	<input type="checkbox"/> Health/Nutrition	<input type="checkbox"/> Energy Flow through the Farm
<input type="checkbox"/> Scientific Method	<input type="checkbox"/> Journaling	<input type="checkbox"/> Sustainability

***The following information will help staff have a better understanding of your group needs.***

1. Have any of your teachers and chaperones attended the Farm School before? \_\_\_\_\_
2. Have any of your students attended the Farm School before? \_\_\_\_\_ If so, how many? \_\_\_\_\_
3. Does your school have an outdoor garden/classroom? If so, what is your students' participation in that program? \_\_\_\_\_

**How would you characterize your school?** (Choose all that apply)

Private    Public    Religious Affiliation    Below grade level    Above grade level    At grade level  
 Urban    Suburban    Rural    Homeschool

What specific **student needs** should we be aware of? (i.e. social/emotional/behavioral concerns, severe allergic reactions, physical limitations, learning needs, etc.)

Please list any **objectives** or **goals** that you would like to emphasize while you are here: