

mcdowell

ENVIRONMENTAL CENTER



teacher information.

This packet includes information on cost, schedule, and class offerings including class curriculums and standard correlations.

trip planning.

This packet includes information on how to plan and organize your trip, and tips and tricks for teachers and chaperones on the trip.

participant papers.

The packet includes information on student paperwork, packing lists, parent/chaperone letters, and much more.

2024-2025

Mission Statement

The Mission of McDowell Environmental Center is to connect people to the environment, teach respect for the Earth and its beings, and to promote a commitment to lifelong learning.

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Trip Pricing

3-day = \$170 per person

12 class hours / 7 meals / 2 snacks per day / 2 nights lodging / 2 night programs

If you are interested in a 2, 4 or 5 day session, please call or email us.

For every ten students who attend, one adult may come free

Additional adults may attend for full price

We can accommodate 150 students per session

If your group exceeds this, we can divide into multiple sessions

Welcome to McDowell Environmental Center

Welcome to the most incredible field trip experience your students will ever have! At McDowell Environmental Center (MEC), our philosophy is to teach students in the outdoors and give them an experience impossible to have in an indoor classroom. They will learn by seeing nature up close, wading into a stream to catch invertebrates, touching sandstone canyon walls, identifying trees using a dichotomous key and more.



We offer the best in hands-on environmental science in a 1,140-acre outdoor classroom. We also offer fun, team-building classes that work wonders for the group dynamics of your class and individual challenges that build students' self-confidence. Our instructors have been trained in a child-centered, experiential approach to teaching and are passionate about sharing the natural world with students and adults.

Camp McDowell has served as the summer camp and conference center for the Episcopal Diocese of Alabama for over half a century. The McDowell Environmental Center has been in operation for 30 years and has hosted more than 180,000 participants. We provide a nonsectarian educational program for all students regardless of race, religion, ability, or gender.

Once you contact us and confirm your trip, we will guide your planning process. **Please read through this packet very thoroughly as the first step in planning your trip.** If you plan to bring multiple grade levels, consult with us about how to provide different classes for each grade level. Each class variance allows students who are returning to receive new information and experiences.

Materials in this packet may be duplicated to ensure that your students, parents and chaperones are well informed. Chaperones are vital to making this trip go smoothly, so we strongly encourage you to select those individuals carefully. Notice the pages to print out and send home to parents and chaperones.

We look forward to creating a unique learning experience for you and your students. If you are new to our program, please feel free to request an informative presentation for your teachers, parents and/or students.

We can't wait to meet you and your students! This trip will be the most magical and educational trip of their lives!

Please email pc@campmcdowell.org or call 205-387-1806 ext. 108 with any questions you have.

Meredith Donaldson (she/her), Director
Kim Corson (she/her), Assistant Director

PROGRAM DETAILS

Facilities

Our diverse forests, streams, canyons, ponds, waterfalls, fields, hiking trails, and ropes course serve as our classroom, rain or shine. In case of truly inclement weather, we use indoor teaching areas. Our cabins consist of fourteen dormitory buildings that can accommodate 12-18 people, depending on which cabins we have reserved for each school, and a few buildings with semi-private rooms, given upon request. The cabins are rustic, but have heating and cooling units as well as indoor bathrooms with hot water.

Meals

We provide complete food service here. Meals are prepared and served by our talented food service staff and served family style in one of our dining halls. **Special dietary needs can usually be accommodated with ADVANCE notice and planning.**

Services Provided

We plan, teach and supply materials for all classes, recreational activities and night programs. We have a full time RN that lives on site. We provide housekeeping and maintenance of the buildings and grounds. In addition, we are here to help with pre-trip planning and are available to make a presentation for teachers, students, parents or school administration as needed.

The Lead Teacher's Role

Most of the Lead Teacher's responsibilities deal with pre-trip preparations. The enclosed *Trip Planning Form* lists your responsibilities and the [Lead Teacher Timeline](#) helps you to sequence them. During the program we encourage you to be a participant, learning along with your students.

Making a Reservation

To make a reservation, call or email us. For new schools, a **non-refundable** deposit is required 2 weeks from the date your reservation is made in order to secure your place on our calendar. The reservation fee is as follows: \$200.00 for fewer than 50 students or \$400.00 for 50 students or more. This deposit will be used towards your trip total. **The reservation fee is waived for annually returning schools.** Please note, the Center can house 150 students plus their chaperones (200 people max) and may book other groups during your stay if space is available.

Planning and Cancellation Policy

These policies are enforced at the discretion of McDowell Staff to ensure the best experience for all schools and participants. If you have any questions or concerns, please contact us.

Planning Policy: An **accurate** count of participants is due at the time of planning form submission (90 days prior to the scheduled trip date).

Cancellation Policy: If you cancel within 90 days of your visit, the school is responsible for a payment of 10% of the number of participants (student and adult) on the contract. If the planning form was not submitted we will use the number provided on the Reservation Contract. Payment is due within 30 days of cancellation.

If you cancel within 30 days of your visit, the school is responsible for a payment of 50% of the number of participants (student and adult) on the contract. If the planning form was not submitted we will use the number provided on the Reservation Contract. Payment is due within 30 days of cancellation. Schools are able to carry over the amount owed to a rescheduled trip for the same numbers of participants that occurs within 1 year of the original trip date.

Health and Release Forms Information

We make every reasonable effort to ensure the health and safety of your students while they are here. Camp McDowell has a full time RN who takes great pride in the care of the students. All schools attending will have a unique link to the Health and Release Form online to fill out that can be shared with those attending. **All participants** (including all chaperones and teachers) must complete the Health and Release Form to attend.

If you prefer to use paper copies of the Health and Release Form, please email us and we will share them with you. Paper forms must be mailed to Camp McDowell and arrive 14 days prior to your trip. If your forms do not arrive seven days before your visit, you will be responsible for handling ALL medications on the first day until the RN, kitchen, and education staff can be updated on health concerns.

Emergency Guidelines

Upon your arrival you will be briefed on emergency procedures by the MEC staff. If advanced medical care is required, the patient can be taken to Walker Baptist Medical Center in Jasper, 15 miles away. One chaperone or teacher must drive to Camp McDowell separately so that a vehicle will be at Camp in the event that an emergency should occur.

Students with Special Needs

We can customize our classes to make them fun and accessible for most students with cognitive or physical limitations. Please discuss any special needs with us **ahead of time** so that we can be prepared to meet them.

Teacher and Chaperone Guidelines

There must be a minimum of one adult chaperone for each field group, and a minimum of one adult chaperone to supervise each cabin. MEC recommends a 1 to 10 adult/student ratio including teachers. We have found that too many chaperones detract from the experience for the children. Chaperones can help make your trip easier, but if not chosen properly, they can make it more difficult. Please see the next page for helpful hints on choosing the appropriate chaperones for this trip.

Teacher Credit

We are a PowerSchool/AMSTI affiliate and are TEAMS approved. Teachers are given a certificate, reflecting the time spent in classes at MEC, which most school systems accept for PD credit.

State Standards

Our curriculum is correlated to multi-state Courses of Study standards for Science and Social Studies as well as the Next Generation Science Standards. Please see [our website](#) for detailed information about how our classes correlate to these standards.

Journaling

Journaling is a great way to reflect on the lessons here at McDowell. Our instructors will provide thought-provoking prompts to solidify concepts and guide students in reflection throughout their classes. If you are interested in having your students journal, please make sure to select this option on the Planning Form. **Please be aware that it is the school's responsibility to provide students with journals.** Please provide a blank journal with 15-20 pages.

STUDENT & CHAPERONE TIPS

Preparing Your Students

The more prepared your students are for the trip, the quicker they will acclimate and start enjoying their experience. Essential topics to discuss with your students:

- Daily Schedule: meal times, class times, lights out, rec time, canteen, night program
- McDowell Classes: activities you have chosen, what to wear, level & type of physical activity
- Their responsibilities: School's guidelines, MEC rules (below), expected behavior, consequences
- McDowell's location and travel time to Camp
- Cabins: how many beds, bathrooms, chaperones, cabin assignments
- Their questions, fears and/or concerns

Rules for students at McDowell Environmental Center:

- Always ask a chaperone if you leave the group. Take a buddy with you. Tell a chaperone
- Please help keep camp free of litter and graffiti
- MEC staff must approve the collection of any plants, animals, and other natural things
- Please don't chew gum at camp. Animals cannot digest gum that they find on the ground
- The challenge course and any construction areas are off limits
- Walk, don't run- there are many roots and rocks to trip over
- Bare feet and sandals are only allowed in the cabins
- "If you can't say something nice...Don't say nothin' at all." -*Thumper from Bambi*
- Do not enter anyone else's cabin
- Playgrounds and the Rec Hall may only be used with adult supervision
- Do not ring the bell in front of the dining hall- It is for emergencies only!

Helpful Hints for Choosing Chaperones

- Make sure they will be a positive role model for the group. We want them to set a good example to the students in terms of their own values, behavior, appearance and attitude.
- Chaperones need to be physically fit. The classes at McDowell Environmental Center are very active. Most of them require some degree of hiking and hill climbing. Hikes vary from 1/4 mile to 3 miles, depending on the classes you choose.
- Chaperones must be able to keep up with the students. Some chaperones may see this as a vacation or as time to spend alone with their child. In reality, it will be a lot of work. They will be with the students all day and all night. Sometimes they might be the only chaperone present.
- Make sure they are committed to being on the trip for all of the students and to taking an active role in supervision. Taking care of one's own child is different from supervising a whole group. Different skills are required. Having some adults with previous experience could be helpful.
- Our classes are held outdoors rain or shine. We encourage getting wet and muddy. If the chaperone is not enthusiastic about being outside, this will lessen the students' experience.
- You may limit chaperones to one or two per cabin. We also recommend no more than two adults per field group. We have found that too many chaperones detract from the experience for the children. In this case, sometimes the main emphasis shifts away from supervising the students to socialize with other chaperones. We have found that some students are distracted by their own parents and are more likely to participate when their parents are not immediately present. Too many chaperones can lead to the "someone else is watching them" syndrome, which means that no one is supervising the students!
- Consider asking parents to complete an application if they are interested in being a chaperone. This can help you make a well-informed decision about who to choose.

TYPICAL SCHEDULE

DAY ONE

10:00	Arrive at Camp McDowell- buses are greeted at the Welcome Center
10:15-11:00	Unload buses, move into cabins & go to the Welcome Meeting
11:00	Welcome Meeting (Monday Schedule)
11:40	Lunch
12:45	Welcome Meeting (Wednesday Schedule)
1:00 - 4:00	Afternoon class
4:00 - 4:30	Canteen & Gift Shop at Rec Hall
4:30 - 6:00	Recreation time
6:00 - 6:45	Supper
7:15 - 8:45	Night Program & Snack

DAY TWO

8:00 - 9:00	Breakfast
9:00 - 12:00	Morning Class
12:00 - 1:00	Lunch
1:00 - 4:00	Afternoon Class
4:00 - 4:30	Canteen & Gift Shop at Rec Hall
4:30 - 6:00	Recreation time
6:00 - 6:45	Supper
7:15 - 8:45	Night Program & Snack

DAY THREE

7:15	Clean up, pack up, and move out of cabins
8:00 - 9:00	Breakfast
9:00 - 12:00	Morning Class
12:00 - 1:00	Lunch
1:00	Depart

PLEASE NOTE:

- Student field groups will rotate through all the class selections chosen by the Lead Teacher
- Meal and Rec times vary slightly by season and sunset time
- Everyone, including adults, will have canteen and will be able to choose a drink and snack
- It is the responsibility of the chaperones to supervise the students during canteen *and* recreation times. The MEC staff will be available in two spots for emergencies.

LEAD TEACHER TIMELINE

As Soon As Possible

- Email **Reservation Contract** (mail deposit for new schools)
- New Schools: Arrange a parent and/or student pre-trip meeting at your school
- Recruit physically-active chaperones, at least one for every cabin and field group
- Arrange for transportation through your school, or private charter
- Suggestion: Collect a deposit from students to secure their spot on the trip

3 MONTHS prior

- Email the completed and signed 3-page [Trip Planning Form](#)
- Send out the [Parent and Chaperone Information](#)
- Send out the online link to the **Health and Release Form** (link will be emailed to you)
- Suggestion: Collect second payment from students and chaperones

2 MONTHS prior

- Confirm your final numbers of participating students and adults & notify MEC of any changes

1 MONTH prior

- Email the [Field Group Lists](#) and [Cabin Group Lists](#) to us
- Check that all participants attending have completed the online **Health and Release Form**
- Host a meeting with your chaperones to prepare them for the trip expectations
- Suggestion: Collect the remainder of student payment

2-3 WEEKS prior

- Check that all participants attending have completed the online **Health and Release Form**
- If using paper forms: Mail the original **Health and Release Form** to us. Please arrange them alphabetically, split by student and adult.

1 WEEK prior

- Contact us to check for last minute updates and details
- Make copies of the Cabin and Field Group Lists for all of your chaperones and co-teachers

DAY of the TRIP (before leaving the school)

- Collect all medicines and be sure they are in original containers w/ [Medication Packing Sheet](#)
- Pack luggage - separated by cabins in cars or buses
- Be sure everyone has bedding, appropriate clothes for the weather, and water bottles
- Hand out copies of the Cabin and Field Group Lists to your chaperones and co-teachers

ARRIVAL at CAMP:

- Meet the MEC staff greeters at the Welcome Center
- Give any last-minute group changes to the staff greeters
- Turn in all medicines and final paperwork, including inhalers & epi-pens to the Nurse
- Get settled into your cabin, then join us for the Welcome Meeting and Lunch
- Relax and have a great time!

CURRICULUM GUIDE

Mission Statement

The Mission of McDowell Environmental Center is to connect people to the environment, teach respect for the Earth and its beings, and to promote a commitment to lifelong learning.

Outdoor environmental education embraces teachable moments which happen regularly in an outdoor classroom. The MEC Instructors are professional educators. Each instructor will have their own teaching style and choose activities for classes that best suit their personality. Your students will not stay with the same instructor for the entire time. Because of this, your student groups will not have an identical experience in every class. Instructors will cover the key terms and meet the learning objectives for each class.

DAYTIME CLASSES

Science Classes

ANIMALS IN MOTION

Lesson Overview: Ever wonder what animals do all day while we are tromping through the woods? Well this is your chance to find out! Explore Camp McDowell through a detective lens to look for clues as to what the resident wildlife are up to. Will you spot the clues they leave behind?

Total Time: 1.5 or 3 hours

Hiking Distance: Around 0.75 miles

Activity Level: Can be modified depending on the group

Learning Goals: By the end of this session, students will:

1. Practice their observation skills to interpret animal signs
2. Hypothesize interactions between living and non-living things
3. Identify all the different types of signs animals can leave behind

AQUATIC ADVENTURES

Lesson Overview: In this hands-on, boots-in class participants will spend time catching and observing a variety of aquatic organisms. Together learners will explore how the presence of macro-invertebrates can help us determine the health of water bodies and use their characteristics and adaptations to help identify them. In a three hour class, learners will also use chemical testing to explore how abiotic factors impact water quality. Finally, we'll discuss how changes to their environment could impact their ability to survive. ***Students should come prepared to get wet in this class. Students must wear appropriate closed toed shoes such as old shoes or rain boots.***

Total Time: 1.5 or 3 hours

Hiking Distance: Highly variable; ranges from vehicle transportation to a 0.5 to 1.5 mile hike

Activity Level: Varies by site selected. Accommodations for all abilities available, but requires notice

Learning Goals: By the end of this session, students will:

1. Define the term aquatic macroinvertebrate and identify by collecting organisms in the pond
2. Observe the structures of macroinvertebrates and predict the functions of their specialized structures
3. Hypothesize how environmental changes may impact macroinvertebrates within a body of water
4. Understand the impact of abiotic factors on water health through chemical testing (3 hour version)

DOWN TO EARTH

Lesson Overview: Through observation and exploration of habitats at Camp McDowell, students assess the impact of a reclaimed coal mine on the local ecosystem. Students observe sedimentary rock types associated with coal formation, as well as weathering and erosion processes that result in sedimentation. Students close the class by discussing the need for the responsible use of natural resources.

Total Time: 3 hours

Hiking Distance: ~1.5 miles

Activity Level: Moderate hike; includes a ladder and stream crossings that are not universally accessible.

Learning Goals: By the end of this session, students will be able to consider the geosphere in the following ways:

1. Identify that sandstone and coal are sedimentary rocks that tell the geologic history of our area, and observe the modern impact of weathering on those rocks
2. Observe and describe the impact of coal mining on the geosphere and biosphere in the region
3. Link commonly used materials to finite resources extracted from Earth and discuss the reasons for producing and conserving those resources

FOCUS ON FUNGI

Lesson Overview: This class will explore the woods of Camp McDowell in search of the mysterious fungi. Students will explore different habitats to understand where fungi are found, their role in our ecosystem, and the different shapes, sizes, and colors that they come in!

Total Time: 1.5 hours or 3 hours

Hiking Distance: 0.5-1 mile

Activity Level: Can be modified but contains off trail exploration

Learning Goals: By the end of this session, students will:

1. Be able to recognize fungus in its many shapes, sizes, and forms
2. Identify places where fungus is likely to be found
3. See and explain the role fungus plays in relation to all living things, including humans

HOP, SLITHER & SLIDE

Lesson Overview: This class will highlight the differences between reptiles and amphibians. Students will break down their own misconceptions about herps and learn the characteristics of each group. Then students will get to meet up to two education herps that we have here at Camp McDowell. In the 3 hour version of this class, students will go 'herping' in search of reptiles and amphibians and to learn more about their habitats and ecological impacts.

Total Time: 1.5 hours or 3 hours

Hiking Distance: N/A, Universally accessible

Learning Goals: By the end of this session, students will:

1. Describe the differences between reptiles and amphibians, and relate those differences to animals' respective habitats and needs
2. Confront any fears and dispel any misconceptions they may hold about reptiles or amphibians in a welcoming and understanding space
3. Meet resident reptiles and learn how to safely and properly interact with them

ROCK QUERY

Lesson Overview: Students kinesthetically explore rock types, the rock cycle, and the structure of the Earth. Hiking into a sandstone canyon, they observe how the rock affects the present ecosystem and reveal clues about the past.

Total Time: 3 hours

Hiking Distance: ~ 1.5 miles

Activity Level: Moderate to strenuous hike; includes a ladder/stream crossing that are not universally accessible

Learning Goals: At the end of this lesson, students will be able to think critically about the geosphere in the following ways:

1. Demonstrate the cycle rocks go through and how they provide clues about past ecosystems
2. Observe the effects geology has on our present ecosystem
3. Create a geologic time scale to express the vastness of geologic time

Recreation and Humanities Classes

ART IN NATURE

Lesson Overview: Students will explore nature through the lens of an artist. They will learn about nature artists, develop an innovative approach to creating art, and present and share their creative expression. This class will be a unique experience for students to understand that art surrounds them in all places.

Total Time: 1.5 or 3 hours

Hiking Distance: varied, .5 to 1 mile

Activity Level: Can be modified for universal accessibility with notification

Learning Goals: At the end of this session, students will be able to:

1. Create art using natural and/or found elements and materials
2. Learn about nature artists such as Andy Goldsworthy, and understand how their art is an expression of themselves as well as how it affects those that observe what they have created
3. Students will be able to identify how nature art can be used to bring significance to a place, person or experience

CLEAR CREEK HIKE

Lesson Overview: Students hike through the forest on a favorite trail of their instructor's choosing. On the trail, open exploration and inquiry are highly encouraged and students can practice their observation and interpretive skills on plants, animals, insects, and tracks! May include the use of field guides, dichotomous keys, hand lenses, and nature journals.

Total Time: 1.5 or 3 hours

Hiking Distance: varied, usually .75 mile

Activity Level: Can be modified for universal accessibility with notification

Learning Goals: Vary based on chosen theme, but are integrated with those from other classes chosen by the instructor. Each experience is unique and tailored to the interest of the field group.

PEOPLE OF THE EARTH

Lesson Overview: Students will engage with historical and cultural artifact replicas, hike on one of McDowell's many scenic trails and participate in activities and discussions to learn respect for our world's natural resources and different cultures.

Total Time: 3 hours

Hiking Distance: .75 mile

Activity Level: Low to moderate; can be modified for alternate abilities, some experiences require hiking a short hill

Learning Goals: By the end of this session, students will be able to discuss the relationship between humans and the natural environment through the lens of Alabama's indigenous people in the following ways:

1. Investigate replicated artifacts to learn about the indigenous tribes of Alabama through the use of observation and evidence
2. Explain how to respectfully learn about other cultures and why learning about other groups of people is important
3. Understand what happened to the indigenous tribes living in Northern Alabama and the importance of learning about different cultures, religions, and peoples

STEWARDS OF THE FOREST

Lesson Overview: What does it mean to be a steward of the land? How can we take care of the land both here at camp and back home? WHY should we take care of the land? This class is a service based class that aims to answer those questions through a hands-on, service project at McDowell Environmental Center. From pulling invasive plant species to clearing trails, there are always ways we are working to care for our land here at Camp McDowell and we are ready for your help! Projects vary seasonally and by need, if you have an idea let us know and we will tell you if we think it can work!

Total Time: 1.5 hours/3 hours

Activity Level: Moderate: Involves hiking trails, hauling equipment/materials and using tools

Learning Goals: By the end of this class students will be able to:

1. Define what it means to be a steward of the land
2. List ways in which they can practice stewardship while at camp and back home
3. Utilize new skills such as how to maintain trails, identify and remove invasives, and use various tools (varies by season and the needs of MEC at time of trip)

TRAIL OF DISCOVERY

Lesson Overview: Students have an immersive, full day experience in nature. Aspects of MEC courses on forest ecology, geology, and local history as well as those selected by the teacher, are highlighted on a full day hike. Students practice Leave No Trace, enjoy a picnic lunch, and, because of the full day nature of the course, have opportunities to engage more fully with chosen concepts. ***A sack lunch will be provided. All participants need to bring a backpack, 2 water bottles, and comfortable hiking shoes.***

Total Time: Full day (morning and afternoon class session, lunch on trail)

Hiking Distance: ~3 miles

Activity Level: Moderate to strenuous; experience cannot be adapted for all abilities, but modifications can be made to accommodate some different abilities

Learning Goals: Learning goals are dependent, in part, on the content choices of the teacher and other courses taken during the students' trip. In addition to science content, students can expect to become more independent in nature in the following ways:

1. Recognizing the behaviors necessary for thriving long-term in an outdoor situation and the ways humans can protect the environment around them

WELCOME TO THE WOODS

Lesson Overview: Not every person gets outdoor experience from a young age. For some students, this will be their first time out in the woods. This class is a gentle introduction to exploring the outdoors here at McDowell Environmental Center. We will start small and work our way bigger as we practice observational skills, walking on the trails, and experiencing what Camp McDowell has to offer.

Total Time: 1.5 hours or 3 hours

Activity Level: Universally accessible

Learning Goals: By the end of this class students should grow in the following areas:

1. Comfortability in the natural world
2. Know how to prepare for an outdoor adventure
3. Observation skills while out on the trail

Skills-Based Classes

CANOEING

Lesson Overview: Our trained educators will guide novice paddlers for this adventure as they navigate the placid canyon stream among 80-foot bluffs and cascading waterfalls. Understanding the equipment, executing basic river paddling strokes, and following safety precautions will be essential as participants paddle both upstream and back down. ***Students should be prepared to get wet during this activity. Canoeing is not recommended in cold months. Please select a backup class incase canoeing cannot run due to wind, high water, etc..***

Total Time: 1.5 hours

Hiking Distance: Minimal hiking, but includes steep staircase

Activity Level: Moderate; cannot be modified for alternate abilities

Learning Goals: By the end of this session, students will:

1. Practice communicating and working together with other participants to achieve a shared goal
2. Demonstrate personal responsibility by making sound decisions and safe choices
3. Execute basic paddling strokes to navigate through both slow and fast-moving river waters

MEET A MAP

Lesson Overview: Never ask “where is that?” again at Camp McDowell because you will learn how to navigate our campus using teamwork and maps! Students will practice their visual spatial skills by creating and using a variety of maps to navigate both indoor and outdoor courses, scavenger hunt style to solve a mystery word.

Total Time: 1.5 hours

Hiking Distance: Minimal walking required

Activity Level: Low; can be universally accessible with prior notice but may omit outdoor portion of course

Learning Goals: By the end of this session, students will:

1. Familiarize themselves with using and interpreting the pieces of a map
2. Understand how to read and orient a map using the features of a map such as scale, legends, landmarks, etc
3. Navigate using a map and gather spatial information about the distribution of resources in an area

NAVIGATION

Lesson Overview: Students will gain experience with a compass and learn how compasses work through demonstrations and kinesthetic activities using a compass. Students will then apply their skills by completing an outdoor compass course scavenger hunt style to solve a mystery word.

Total Time: 1.5 hours

Hiking Distance: Minimal walking required

Activity Level: Low; Can be modified for most abilities but may not include outdoor course

Learning Goals: At the end of this session, students will be able to use a compass to:

1. Determine cardinal directions, read compass bearings and apply them properly
2. Navigate an outdoor course using a compass
3. Use a map and a compass to discern bearings properly

SURVIVAL SKILLS

Lesson Overview: This class combines learning with play in a way that is fun for all ages. Participants will learn basic skills necessary in a wilderness survival situation through shelter building and fire starting. Students will work together in teams to try to survive.

Total Time: 1.5 or 3 hours

Hiking Distance: Varied; .75-1.5 miles

Activity Level: Moderate-participants will be lifting and moving sticks and logs

Learning Goals: By the end of this session, students will be able to use creative thinking skills to meet their basic needs in the backcountry in the following ways:

1. Identify the difference between a want and a need
2. Prioritize basic survival needs
3. Collaborate with a team to build a shelter and fires

Team Building Classes

CLIMBING WALL

Lesson Overview: Striving to climb a 40-foot wall with hand and foot holds, students experience rock climbing and feel the exhilaration of attempting a daunting feat. Encouraged by their peers and led by a trained ropes course instructor, students set and achieve personal goals, confront fears, and gain self-confidence in a unique outdoor experience. Students must be in 5th grade or older to participate in this activity.

We charge an additional \$15.00 equipment fee per field group for this activity

Total Time: 1.5 hours

Activity Level: Strenuous physically and mentally; cannot be modified for universal accessibility

Learning Goals: By the end of this session, students will gain experience and skills in the following ways:

1. Setting, working toward, and achieving personal goals takes confidence and support from their peers
2. Gaining personal confidence requires taking risks when an outcome is not assured, and understanding that failure is an important part of growth and success

TRUST SWING

Lesson Overview: Students work together to lift one another with a certified pulley system on a giant swing. Students place trust in their group and control the amount of risk with which they are comfortable by setting personal goals for how high they would like to be lifted. Students must be 5th grade or older to participate.

We charge an additional \$15.00 equipment fee per field group for this activity

*****We can only accommodate 8 field groups per 3-day trip on the Trust Swing*****

Total Time: 1.5 hours

Activity Level: Strenuous mentally, physically low to moderate; accommodations can be made for some physical limitations as riding the trust swing involves minimal physical exertion

Learning Goals: By the end of this session, students will gain experience and skills in the following ways:

1. Trust is required in teamwork, and setting and achieving personal goals can result in self-confidence gains
2. Using simple machines, like compound pulleys, changes the amount of energy required to move an object
3. Students will relate potential and kinetic energy concepts using the Trust Swing as a model

POWER POLE

Lesson Overview: Students challenge themselves to climb a 25-foot telephone pole and jump for a bell suspended nearby. This activity provides the most significant mental and emotional challenge for students. The group setting offers emotional support for each participant, who is also supported by a trained ropes course facilitator to ensure physical safety. Students must be in 7th grade or older to participate in this activity.

We charge an additional \$15.00 equipment fee per field group for this activity

Total Time: 1.5 hours

Activity Level: Very strenuous mentally, physically low to moderate; cannot be modified for universal accessibility

Learning Goals: By the end of this session, students will gain experience and skills in the following ways:

1. Setting, working toward, and achieving personal goals takes confidence and support from their peers

2. Gaining personal confidence requires taking (perceived) risks when success is not assured, and understanding that failure is an important part of growth
3. Trusting in yourself, others, and safety systems are important components of personal growth

TEAM CHALLENGE

Lesson Overview: Students will participate in a series of group problem solving activities that encourage cooperation, communication, and trust. Each class is tailored to the needs of the group and is a unique experience. The group is encouraged to review their experiences, link them to relevancy in their daily life, and extend these new ideas as they approach situations at home or in school. MEC facilitators will choose the activities based on the individual group's needs. Because of this, each student group will have a unique experience and different activities.

Total Time: 1.5 or 3 hours

Activity Level: Easy to strenuous; can be made universally accessible with notification

Learning Goals: By the end of this session, students will be able to use the following skills to help them solve problems:

1. Active listening and sharing of ideas are important components of success in group work
2. Working with others to solve problems highlights the variety of solutions a problem may have
3. Problem-solving skills need to be honed with practice, and are valuable in all aspects of life

NIGHT PROGRAMS

BEHIND THE SCENES: ANIMAL CARE

Lesson overview: Have you ever wondered what it takes to care for the animals here at the McDowell Environmental Center? In this hour and 15 minute presentation, students will get a glimpse into the work that goes into caring for our amazing avian educators and our herptiles from the comfort of their seats! Maybe a future animal caretaker is in our audience today! This program also includes seeing at least one of these amazing avian educators up close.

Total Time: 1.25 hours

Activity Level: Universally accessible

Learning Goals: By the end of this presentation students will be able to:

1. Identify and name the three anatomical characteristics that make raptors, raptors.
2. List what goes into daily animal care of McDowell Environmental Centers education animals
3. Understand the value of live animal education and how our animals play a role in teaching stewardship

BIRDS OF A FEATHER

Lesson Overview: Students will discover the fascinating traits of Alabama's local raptors. This program will provide an overview of the 8 raptor families in Alabama, with a deeper dive into a few of those families, and learn why they need our help and what we can do! Students will internalize their learning through observation, discussion, and live animal encounters with at least one education raptor.

Total Time: 1.25 hours

Activity Level: Universally accessible

Learning Goals: By the end of this session, students will be able to consider birds of prey in the following ways:

1. Raptors have specialized behaviors and body structures to survive
2. Raptors fill an important role in the ecosystem
3. Raptors of the Southeast need our protection

INVENTION CONVENTION

Lesson Overview: During this indoor activity, students build camaraderie, cooperation skills and group spirit. Working in small groups, students attend a 'convention,' sharing ideas and using their imagination, creativity, ingenuity and teamwork to engineer solutions to problems, create sculptures or short skits, or build functioning machines. This class has a large selection of possible activities so each program is unique and based on the choice of the MEC instructors.

Total Time: 1.25 hours

Activity Level: Universally accessible

Learning Goals: By the end of this session, students will be better equipped to do the following:

1. Work in small groups cooperatively, sharing ideas and designs in pursuit of a common goal
2. Engineer and test a solution to a problem offered by MEC staff with minimal resources and maximum creativity
3. Find inspiration from natural objects, unfamiliar words, sketches, and in other surprising places, and use that to consider the design of current or future technologies

McDOWELL WOODS

Lesson Overview: Students participate in a town hall-style role play to determine how best to use land acquired by Camp McDowell. Students take on different stakeholder roles, such as Camp McDowell employees, coal miners, restaurateurs, scientists, and farmers, to come to a consensus on how best to use the land. Each stakeholder group

will present their ideas for land use to the group, support their ideas with evidence, and will listen to other stakeholder groups with thoughtful respect to come to a solution that works best for everyone.

Total Time: 1.25 hours

Activity Level: Universally accessible

Learning Goals: By the end of this session, students will be better equipped to do the following:

1. Understand that making decisions about land use can be challenging
2. The importance of weighing all the evidence in making a decision
3. Listen and consider others viewpoints, even when in opposition, and be able to work together

NIGHT HIKE

Lesson Overview: Students explore the forest of Camp McDowell at night, using all of their senses to enhance the experience and compare it to their hikes during the day. As they explore their senses, they discuss adaptations unique to nocturnal animals that help them be successful in their environment. ***We recommend that this class not be taken in early September or May as sunset time does not correspond well with our evening class time.***

Total Time: 1.25 hours

Hiking Distance: 0.5 - 1 mile

Activity Level: Universally accessible

Learning Goals: At the end of this session, students will relate their night experience in the woods to daylight sessions in the following ways:

1. Compare and contrast the animal adaptations needed for nocturnal success
2. Discuss how sensory awareness plays a role in experiencing natural environments and compare their adaptations to those of the nocturnal animals they hear and see

OUR GALAXY

Lesson Overview: Students explore the night sky with help from science and past cultural observers. They will participate in guided stargazing highlighting seasonal celestial bodies, and guided activities on lunar phases and planet size and scale, and learn about celestial myths.

Total Time: 1.25 hours

Hiking Distance: Universally accessible

Activity Level: Can be modified for universal accessibility with notification

Learning Goals: At the end of this session, students will look up at the night sky and have a better understanding of:

1. The relationship among the Earth, moon, stars, and the patterns produced by their movements
2. The composition and scale of our solar system
3. The role of the night sky in human cultures

SONGS, SPARKS AND STORIES

Lesson Overview: Students experience an exciting evening of songs, skits, stories and games with our instructors. Connections to cultural entertainment before television and electricity are highlighted, as well as a sense of community and cultural preservation. The class takes place around a campfire and is ideal for all sized groups.

Total Time: 1.25 hours

Hiking Distance: Negligible to up to ¼ mile based on which fire location is chosen

Activity Level: Universally accessible

Learning Goals: By the end of this session, students will feel connected to one another in the following ways:

1. Socially connected through experiences shared and activity objectives accomplished
2. Historically connected to their cultural past by participating in activities that have entertained humans globally for centuries

McDowell Environmental Center Overnight Trip Planning Form

EMAIL to pc@campmcdowell.org

*Please email this form **3 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: _____ (10:00am recommended) **Departure time:** _____ (12:45pm recommended)

_____ *Check if you need to leave *earlier* than 12:45pm _____ *Check if you need a *sacked lunch* to go

STUDENTS: # of girls: _____ # of boys: _____ = TOTAL # of STUDENTS: _____

ADULTS # of women: _____ # of men: _____ = TOTAL # of ADULTS: _____

TOTAL: # of females: _____ # of males: _____
(beds needed) (beds needed)

Please include all teachers in the adult count - TOTAL # of ALL participants: _____

Girls Cabins: _____ # Boys Cabins: _____ # Field Groups: _____
(~12-18 beds per cabin) (~12-18 beds per cabin) (~10-13 students per group)

Do you need separate lodging for teachers not needed in the cabins? If so, how many? _____

RESPONSIBILITIES OF MEC: 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 (new schools- submit deposit) 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; email field group and cabin lists one month prior to trip; ensure health/waiver form is filled out for all; participate in the program with chaperones and students; and submit final payment.

DAMAGE: MEC 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. MEC cannot be held responsible for loss or damage to property brought to the Center. Please encourage students to leave valuables and large amounts of cash at home.

INVOICE: On your last day, we will give you an invoice for the balance of your payment. Payment is due within 10 days after your trip.

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

Signature of Lead Teacher

Date

Please complete the next two pages

Overnight Trip Planning Form - Class Selection

Daytime Class Selection

Choose 12 hours of daytime classes
 Circle 1.5 or 3 hour option preference when applicable
 Class descriptions are found in the [Planning Guide](#) & [online](#)

<p><u>Skills-Based Classes</u></p> <p>___ Meet a Map 1.5 hr</p> <p>___ Navigation 1.5 hr</p> <p>___ Survival Skills 1.5 hr or 3 hr</p> <p>___ Canoeing (5th & up) 1.5 hr</p> <p>(*Please select 1.5 hour BACKUP to Canoeing <i>IF</i> it cannot run due to safety*)</p> <p>_____</p> <p>(Backup class choice)</p> <p><u>Team Building Classes</u></p> <p>___ Climbing Wall (5th+) 1.5 hr</p> <p>___ Trust Swing (5th+) 1.5 hr</p> <p>___ Power Pole (7th+) 1.5 hr</p> <p>___ Team Challenge 1.5 hr or 3 hr</p>	<p><u>Science Classes</u></p> <p>___ Animals in Motion 1.5 hr or 3 hr</p> <p>___ Aquatic Adventures 1.5 hr or 3 hr</p> <p>___ Down to Earth 3 hr</p> <p>___ Focus on Fungi 1.5 hr or 3 hr</p> <p>___ Hop, Slither, Slide 1.5 hr or 3 hr</p> <p>___ Rock Query 3 hr</p> <p><u>Recreation & Humanities Classes</u></p> <p>___ Art in Nature 1.5 hr or 3 hr</p> <p>___ Clear Creek Hike 1.5 hr or 3 hr</p> <p>___ People of the Earth 3 hr</p> <p>___ Stewards of the Forest 1.5 hr or 3 hr</p> <p>___ Trail of Discovery (6th+) 6 hr (all day)</p> <p>___ Welcome to the Woods 1.5 hr or 3hr</p>
---	--

****To participate in all classes - everyone must have a completed Health & Release Form****

NOTE: *Trail of Discovery requires that all participants bring a backpack and 2 water bottles
 We will provide a packed lunch for the all day hike.*

Night Program Selection

Please rank your 1st, 2nd and 3rd choice night programs
 Occasionally substitutions are necessary due to weather conditions and staff/animal availability

_____	Behind the Scenes: Animal Care
_____	Birds of a Feather
_____	Invention Convention
_____	McDowell Woods
_____	Night Hike
_____	Our Galaxy
_____	Songs, Sparks & Stories

Overnight Trip Planning Form - Group Profile

Have any of your teachers and chaperones attended MEC before? _____

Have any of your students attended MEC before? _____ If so, approximately how many? _____

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

- | | | |
|--|---|--|
| <input type="checkbox"/> Private | <input type="checkbox"/> Open classroom | <input type="checkbox"/> Students move from class to class |
| <input type="checkbox"/> Public | <input type="checkbox"/> Montessori | <input type="checkbox"/> Block Schedule |
| <input type="checkbox"/> Religious Affiliation | <input type="checkbox"/> Self-contained classroom | |

Please include a description of the dynamics or your group:

How will your group be arriving at MEC? (#'s if known) _____ Bus(es) _____ Car(s)

It is a good idea to pack vehicles by cabin. Put a sign in the windshield of each car with the name of a cabin.

When you arrive, we will direct the cars to their cabins to drop off luggage.

What **experiences** have your students had with the outdoors, environmental education or field trips?

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, goals, vocabulary, teaching philosophies or local environmental issues** that you would like for us to emphasize while you are here:

Would you like to incorporate journaling into your classes? _____ **YES** _____ **NO**

Please be aware that it is the school's responsibility to provide students with journals and writing utensils

FIELD GROUP LISTS

Please confirm the number of field groups your school will be allotted with MEC before creating this list

- Divide your class into field groups of 10 to 13 students and at least 1 adult
- At least one adult must be with a field group at all times
- It is important to group students in socially compatible groups
- If you are bringing multiple grade levels, group by grade
- If teachers are “floating,” and not assigned a group, please still list all teachers’ names on the form

EMAIL to pc@campmcdowell.org

Please email this list 1 month prior to your visit

CABIN GROUP LISTS

Please confirm the number of cabins your school will be allotted with MEC before creating this list

- Cabin reservations are “first come, first serve,” when we receive the Trip Planning Form
- Depending on which cabins your school is assigned, cabins hold 10-16 students and 1-2 adults
- At least one adult must be assigned to each cabin
- It is important to group students in socially compatible cabin groups
- If you are bringing multiple grade levels, we suggest grouping cabins by grade
- Separate, additional cabins may be requested for teachers who are not needed in cabins

EMAIL to pc@campmcdowell.org

Please email this list 1 month prior to your visit.

Please organize cabin lists in the following format (or similar)

Google Sheets work great

	A	B	C	D	E
1	Field Group 1	Field Group 2	Field Group 3	Field Group 4	Teachers Floating
2	First, Last	First, Last	First, Last	First, Last	First, Last
3	First, Last	First, Last	First, Last	First, Last	First, Last
4	First, Last	First, Last	First, Last	First, Last	First, Last
5	First, Last	First, Last	First, Last	First, Last	
6	First, Last	First, Last	First, Last	First, Last	
7	First, Last	First, Last	First, Last	First, Last	
8	First, Last	First, Last	First, Last	First, Last	
9	First, Last	First, Last	First, Last	First, Last	
10	First, Last	First, Last	First, Last	First, Last	
11	First, Last		First, Last		
12					
13	Adults	Adults	Adults	Adults	
14	First, Last	First, Last	First, Last	First, Last	We recommend
15	First, Last	First, Last	First, Last	First, Last	10-12 students and 2 adults per group

[Click here for an example](#) (you can copy and use as your own)

PARENT LETTER



Dear Guardian,

McDowell Environmental Center's philosophy is to teach students in the great outdoors and give them a lifetime of memories and experience. Your child will be learning through hands-on environmental science classes, seeing nature up close in a 1,140-acre outdoor classroom. Our instructors have been trained in a child-centered, experiential approach to teaching and are passionate about sharing the natural world with students and adults. We would like to mention a few important items worth emphasizing about your child's upcoming visit to ensure their safety and comfort while away from home.

Appropriate Clothing: We offer hands-on science and team building classes, so we spend most of our time outdoors, even in the rain and cold. Please help your child be prepared with appropriate clothing, as indicated on the "Bring-Along List." In truly inclement weather, we have ample indoor teaching space.

Student Health and Release Form: We have a full time onsite RN here to help keep your child safe and healthy. For your child's well-being, please complete the online Health and Release Form once you receive the link from your teacher. Paper copies may be available from your teacher if preferred or needed. *Any student without a completed form may not attend our program or participate.*

Dietary Needs: Our Kitchen Staff can accommodate a wide range of dietary needs and we are a nut free facility. Our food receives the highest reviews, however if your student has a special diet (i.e. vegetarian, gluten free, dairy allergy, etc.) please note it on their health form as indicated.

Medications: All medicines must be in their original containers. Please remember that you must provide any over-the-counter medicines you anticipate your child may need. Please **ONLY** send the amount needed for the trip.

If your child requires an Epi-pen or other injection, please contact the Nurse at 205-387-1806 ext. 125 or rn@campmcdowell.org.

Your child's school teacher will send home all the information. The teachers from your school will select chaperones for the trip. If you have any questions regarding our program, staff, or facilities, please feel free to call us or [visit our website](#).

Meredith Donaldson (she/her), Director
Kim Corson (she/her), Assistant Director

pc@campmcdowell.org
205.387.1806 ext. 108

PACKING LIST

Please carefully look over the following checklist and check each item as it is packed. When arriving at McDowell Environmental Center, participants should come prepared to spend the day outside.

Helpful hints for packing:

- Limit packing to one suitcase or duffel bag and a rolled up sleeping bag
- You will carry your belongings from the bus to your cabin
- Put your name on everything
- Bring OLD clothes and shoes as you may get wet and muddy
- Pack a raincoat or poncho (and warm clothes if applicable)
- Classes are held outdoors rain or shine

REQUIRED

- 2 water bottles (20 oz or larger)
- raincoat or poncho
- 4 pairs of socks
- 2 pairs of closed-toe shoes**
- 3 pairs of underwear
- 3 shirts
- 2 pairs of long pants
- 3 pairs of shorts
- sweatshirt or fleece
- pajamas
- towel & wash cloth
- soap, toothbrush & other toiletries
- sleeping bag (or sheets & blankets - single bed)
- pillow
- sunscreen
- pen or pencil
- small backpack

OPTIONAL

- hat & sunglasses
- flashlight & extra batteries
- camera
- souvenir money (gift shop only accepts **cash**)
- sandals for shower
- journal
- bug repellent (non-Deet **only**)
- chapstick

COOL WEATHER ADDITIONS

Wool and synthetic clothing work best!

- warm knit hat
- warm gloves
- thick socks
- long underwear/thick tights
- heavy jacket

DO NOT BRING: food, gum, candy or knives

ADDITIONAL: Medications must be turned into the Nurse (in original container) in a bag with the *medication packing sheet* (see below)

VERY IMPORTANT! Medicine Reminder

PLEASE READ!

for Parents

- Medicines at McDowell Environmental Center are subject to the same rules as medicines brought to school for administration by the school nurse.
- Scheduled medicine times are: Before Breakfast, After Breakfast, After Lunch, Canteen, After Dinner and at Evening Snack.
- Prescription medicines **MUST** be in their original containers and have a label containing:
 - Student Name
 - Name of Prescription Drug
 - Strength of Prescription Drug
 - Administration directions (“give as directed” is **NOT** acceptable)
 - Parents must indicate what time medication is to be taken
- Please remember that parents **must provide any over-the-counter medicines** they anticipate their child may need.

***If your child requires an Epi-pen or other injection, please contact the Nurse at 205-387-1806 ext. 125 or rn@campmcdowell.org*

Stacey Glenn, R.N., Camp McDowell Nurse
 McDowell Environmental Center

Medication Packing Sheet *for Parents*

Please place this sheet in a bag with your child’s medicine. All information must be completed by a parent or legal guardian. Please fill out the information for prescription and over the counter medicines.

Student’s Name: _____ School: _____

PRESCRIPTION MEDICATIONS:

Circle the time(s) to administer this medicine to the child, choosing from the following:

B*= Before Breakfast, **B**= After Breakfast, **L**= After Lunch, **C**=Canteen (4PM), **D**= After Dinner, **HS**= At Bedtime

*If a time is not selected, medicines will be given after breakfast.

Medication:	Dosage:	Reason:	Time Given: B* B L C D HS
Medication:	Dosage:	Reason:	Time Given: B* B L C D HS
Medication:	Dosage:	Reason:	Time Given: B* B L C D HS

OVER THE COUNTER (OTC) MEDICATIONS: ALL OTC MEDICATIONS MUST BE PROVIDED BY PARENTS/LEGAL GUARDIANS OF THE STUDENT. Circle “As Needed Only”, if medication is not taken daily.

Medication:	Dosage:	Reason:	Time Given: B* B L C D HS As Needed Only
Medication:	Dosage:	Reason:	Time Given: B* B L C D HS As Needed Only
Medication:	Dosage:	Reason:	Time Given: B* B L C D HS As Needed Only

CHAPERONE INFORMATION

What is McDowell Environmental Center (MEC)?

Our non-profit, educational organization provides outdoor learning experiences for school groups in the forests, canyons and streams of beautiful Camp McDowell. Camp McDowell, an Episcopal summer camp since 1947, has hosted hundreds of thousands of children over the years. The environmental program is completely nonsectarian and is offered to all students regardless of race, religion, ability or gender.

It is the philosophy of the MEC that experiencing nature first-hand can lead to a lifelong awareness and respect for the natural world. At McDowell Environmental Center, our professional instructors share a love of nature with students in outdoor classrooms. The ratio of one instructor for every twelve students promises safety as well as a personalized learning experience - with plenty of fun, adventure and increased confidence. By working together in field groups, cabin groups and in the dining hall, students also learn about living in a community. Our classes provide opportunities for self esteem building, as students have new experiences and successes.

Cabins:

- Each cabin is a sturdy, clean, and well-maintained cement-block cabin with 12-18 single beds. The cabins hold about 10-16 students and 1-2 adults, are heated and cooled. Each cabin has a bathroom with 2 sinks, 2 toilets, and 2 individual showers.
- Establish guidelines for the students about what you expect of them: shower times, lights out time, no raiding, respecting other students' belongings, keeping their area clean, etc. We ask that you do not bring any food to the cabins which might attract critters. Remind students to pack up their belongings, sweep out the cabin and move their luggage to the appropriate pick-up area in the morning before breakfast on the final day.
- Talk with the students to build rapport. Ask them about what they have been doing, and show an interest in them. If you build a strong rapport, they will be more likely to listen to you.

Food & Meals:

- Meal times are also educational opportunities at McDowell. We teach the importance of lowering our food waste in a non-competitive manner. Our dining hall serves nutritious, kid-friendly meals, which we eat family-style. Sit at a table with the students and encourage good table manners. Let the students help with the work at the table- it encourages responsibility! Be a role model during announcements by listening and encouraging students to be quiet and listen as well.

Safety and Medications:

- The safety of the students is paramount at McDowell. A registered nurse lives on-site and our Health Hut is equipped to handle first aid and other routine health care needs. All of our instructors are certified in First Aid and CPR. In the event of an emergency, the school and McDowell personnel will make the decision to transport a student to the hospital in Jasper, 15 miles away. All medications will be kept and dispensed by the nurse unless your school has made other arrangements. If a child who experiences severe allergic reactions or asthma is placed in your field group or cabin, you may be expected to carry that child's inhaler or epi-pen. Be aware of the students in your cabin or field group who take routine medications, and discreetly remind them to visit the nurse with a buddy.
- We monitor the weather closely, and during severe weather, we have an emergency plan that includes tornado shelters. Be sure they always have their water bottles during class and activity time. Everyone must wear closed toed shoes outside of the cabin.

Classes:

- The teacher from your school has chosen the classes your students will be taking, based on their goals for the visit. Actively participate in the classes. Your enthusiasm can often motivate students!
- MEC Instructors supervision during classes and activities. Chaperones are responsible for supervision of students at all other times, including assisting with supervision at Recreation time. Each school must bring at least one adult to cover each field and/or cabin group. If a student is being particularly disruptive, we ask that you stand near the student and help him/her refocus. Please contribute any particular information that pertains to your home community. You are a valuable resource!

Canteen & Recreation:

- Keep tabs on your field group during canteen time. Unless they have special permission, students are not allowed to go back to their cabins during canteen. All students **MUST** choose a Rec option. No one is to stay in the cabin at Rec time unless decided by your lead teacher. Chaperones are responsible for students during Rec time. There will be a McDowell Instructor present in two places for emergencies, however Chaperones are responsible for supervision of students.

TYPICAL SCHEDULE

DAY ONE

10:00 Arrive at Camp McDowell- Buses are greeted at the Welcome Center
10:15-12:00 Unload buses, move into cabins & go to the Welcome Meeting
12:00 - 1:00 Lunch
1:00 - 4:00 Afternoon Class
4:00 - 4:30 Canteen & Gift Shop at Rec Hall
4:30 - 6:00 Recreation time
6:00 - 6:45 Supper
7:15 - 8:45 Night Program & Snack

DAY TWO

8:00 - 9:00 Breakfast
9:00 - 12:00 Morning Class
12:00 - 1:00 Lunch
1:00 - 4:00 Afternoon Class
4:00 - 4:30 Canteen & Gift Shop at Rec Hall
4:30 - 6:00 Recreation time
6:00 - 6:45 Supper
7:15 - 8:45 Night Program & Snack

DAY THREE

7:15 Clean and move out of cabins
8:00 - 9:00 Breakfast
9:00 - 12:00 Morning Class
12:00 - 1:00 Lunch
1:00 Depart

PLEASE NOTE: Student field groups will rotate through all the class selections chosen by the Lead Teacher. Everyone, including adults, will have canteen and will be able to choose a drink and snack. It is the responsibility of the chaperones to supervise the students during canteen *and* recreation times.

CHAPERONE LETTER



Dear Chaperone,

Thank you for agreeing to accompany students on their exciting trip to McDowell. As a chaperone, you will play an important role in creating a fun, safe and non-competitive learning environment. You make this trip possible, and for that we are grateful. We would like to take this opportunity to tell you a little bit about your role as a chaperone. Please read the *Chaperone Information* sheet accompanying this letter for details concerning the trip to the McDowell Environmental Center.

The lead teacher from your school will assign you to a cabin of 10-12 students to supervise at night and a field group of 10-12 students to supervise during the day. You will be with the students the entire time during your stay. You are directly responsible for the safety and supervision of your field group and cabin group.

During classes, the McDowell Instructor will be directly responsible for the group, but they will rely on you for support and attentiveness. Please actively participate in all classes and activities that you attend. Look forward to active classes which may include hiking, wading in a stream or exploring the night time forest without a flashlight. We appreciate your enthusiasm during these classes, as it can be a great motivator for the students!

Here are some general policies for adults:

- Chaperones may keep personal medicines and/or their *own* child's medicines with them, but medications must be on your person at all times-or locked in your vehicle. No medicines may be left unsupervised in the cabin.
- Smoking is not allowed indoors or in front of students. Alcohol is not allowed.
- Try not to use your cell phone around the children. When children call home, they often experience homesickness afterwards.
- Corporal or harsh verbal punishment is not allowed. If you experience difficulty managing the student's behavior, speak to their teacher for help. In cases of extreme student misconduct, such as fighting, the school's lead teacher may decide to send a child home.
- When you come to the Center, it is most likely that you will share our campus with other schools. We believe positive interactions among all participants create potential new friendships. Please be a model of respect to the other schools, both children and adults.
- Chaperones are responsible for supervising the students during Recreation (Rec) Time, during meals and in cabins each day.

Thanks for taking the time to read this letter and for agreeing to be a chaperone. Please feel free to call us if you have any questions. We look forward to meeting you!

Meredith Donaldson (she/her), Director
Kim Corson (she/her), Assistant Director

205.387.1806 ext. 108
pc@campmcdowell.org