

# Student/Parent Packet



**IslandWood Release Form** – Includes Medical & Dietary Questionnaire— Complete and sign and return to your child's teacher at least two weeks before the IslandWood trip

**A Letter to Parents**

**Frequently Asked Questions**

**Student Behavioral Expectations at IslandWood**

**What to Bring/What Not to Bring List**



## Student Behavioral Expectations at IslandWood To be Read by Students & Parents

- ❑ Each day we will be outside. It is important that each time we leave the lodge we are properly prepared with the required clothing and equipment.
- ❑ Each of us needs to bring rain gear, a water bottle and a backpack to field study every day. If you need these, IslandWood has them to borrow.
- ❑ We will be away from home overnight. We expect all students to be independent and responsible for their own belongings and behavior.
- ❑ The IslandWood experience requires all of us to be in the spirit of cooperation. We do not tolerate harmful behavior towards one another, either physical or verbal.
- ❑ Each day we need to be ready with journal and pencil to record observations and reflections.
- ❑ Group safety and positive experience require our attention to the adult in charge, whether it is a classroom teacher, the IslandWood instructor, or the person supervising our dining room table.
- ❑ There is no swimming in the pond, estuary, or harbor.
- ❑ There is no leaving the campus boundaries.
- ❑ Visits from family members or friends are not allowed.
- ❑ There is no candy, gum or food (except for sack lunches on Monday) allowed on campus. IslandWood will provide meals and snacks.
- ❑ Cell phones nor other personal electronic devices may be brought to IslandWood.
- ❑ Students are not allowed in the sleeping lodges without an adult. We agree that:
  - Personal belongings of others will not be touched without the owner's permission.
  - We will not enter another's room without permission.
  - Lights Out and Quiet Time are from 9:30 pm until 7:00 am.
- ❑ We will respect the property at IslandWood. Property includes both manmade elements and the natural environment. We will leave it as we found it for the enjoyment of the next group.
- ❑ Our behavior and our voices will allow others to learn, to be safe, and to enjoy the learning experience.
- ❑ We want everyone to stay and be safe at IslandWood. We will, however, send students home for violating any IslandWood rules or their school's rules. If a student is sent home, the parents will be contacted. The school will not receive a refund.

**IslandWood Release Form (Children under 18 years old)**  
**PARENT OR GUARDIAN: PLEASE COMPLETE BOTH SIDES OF THIS FORM IN INK.**

CHILD'S NAME \_\_\_\_\_  
School/Group: \_\_\_\_\_ Program Dates: \_\_\_\_\_  
Teacher's Name \_\_\_\_\_  
Child's Age: \_\_\_\_\_ Grade: \_\_\_\_ Birth Date: \_\_\_\_\_ Gender (Female, Male, Other) \_\_\_\_\_  
Address (include city and zip): \_\_\_\_\_  
Parent/Guardian Name: \_\_\_\_\_ Day Phone: ( ) \_\_\_\_\_  
Evening Phone: ( ) \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_ Email: \_\_\_\_\_  
EMERGENCY CONTACT:  
Name: \_\_\_\_\_ Day Phone: (\_\_\_\_) \_\_\_\_\_  
Evening Phone: (\_\_\_\_) \_\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

PLEASE READ THE FOLLOWING CAREFULLY BEFORE SIGNING

**ACKNOWLEDGEMENT AND RELEASE AUTHORIZATION FOR MEDICAL TREATMENT:**

I am familiar with the program for which the child is registering. I understand that this program involves activities of a physical nature that will take place in an outdoor environment, and may include hiking on trails and rough terrain and in the vicinity of bodies of water, overnight camping and walking on high bridges and canopy walkways. I further understand that there are risks associated with these kinds of activities.

As a condition of participation in this program and/or the use of IslandWood equipment and/or facilities, I agree that I will be fully responsible for any and all personal injuries, property damage, loss of personal property, or any other loss that may result from my child's participation, and I agree not to hold IslandWood responsible, and their respective agents and employees, to the fullest extent permitted by law, for any damages, liabilities or expenses that result from participation in this program and/or the use by the participant of any IslandWood facilities and /or equipment.

If my child is taking any medication, I understand that IslandWood will not be responsible for administering or dispensing such medication, and that I will be required to make any necessary arrangements for the administering of such medication through the participant's school. I hereby give permission to personnel of ISLANDWOOD to authorize any x-rays, tests, procedures, anesthetic, surgery or treatment on behalf of, and to provide or arrange for any transportation of, my child as may be required in the event of an emergency. If I, or the emergency contacts designated previously, cannot be contacted, I hereby give permission to a licensed physician, or other qualified health care provider as may be appropriate, to administer such treatment to my child, the participant, as may be necessary under the circumstances, including the hospitalization of my child.

I certify that I have completed the Health History and Health Questionnaire on the back of this form fully and accurately and accept full responsibility for any errors or omissions.

**MEDIA/ARTWORK AUTHORIZATION:** I agree that any photographs or digital images taken by IslandWood personnel of my child as a program participant, and copies of artwork made by my child while an IslandWood program participant, shall be the property of IslandWood, and may be used by IslandWood, at its discretion, for any publicity, education, marketing and/or advertising purposes and I hereby consent to and authorize such use without restriction.

I HAVE READ THE AGREEMENT, FULLY UNDERSTAND IT, AND GRANT PERMISSION FOR MY CHILD TO PARTICIPATE IN THE PROGRAM IDENTIFIED ABOVE.

Signature of Parent or Legal Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name & Relationship to Child: \_\_\_\_\_

BEFORE RETURNING THIS FORM TO YOUR CHILD'S SCHOOL,  
BE SURE TO COMPLETE THE MEDICAL/DIETARY QUESTIONS ON REVERSE!!!

<p><b>Physical Condition</b></p> <p>Please list any physical/medical conditions that would be helpful for us to know about this child.</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Is this child capable of walking 3 miles, with frequent rest stops, in the course of a day?</p> <p>_____ yes    _____ no</p>	<p><b>Medications</b></p> <p>Is your child taking any medications?    _____ yes    _____ no</p> <p>If yes, please be sure you have notified your child's teacher and submitted any necessary medical paperwork to your school prior to the trip.</p>
<p><b>Food Requests</b></p> <p>Please indicate any dietary requests due to your child's preferences, religious practice, lactose intolerance, food sensitivities, treatment for a behavioral condition, celiac disease, etc. <b>We are able to accommodate most food requests. But if your child has a diagnosed food allergy, you must also complete the box to the right. We treat food allergies with added precautions.</b></p> <p><b>Please circle any that apply:</b></p> <p>No meat (vegetarian)</p> <p>No animal products (vegan)</p> <p>No pork/no red meat</p> <p>No peanuts/no tree nuts</p> <p>No dairy    (with the exception of _____)</p> <p>No wheat/gluten</p> <p>No other: _____</p>	<p><b>Food Allergies:</b></p> <p>Does your child have a food allergy that has been diagnosed by a doctor?</p> <p>yes _____    no _____</p> <p>If Yes, a copy of your doctor's signed Food Allergy Action Plan or your school nurse's signed Health Care Plan must be attached to this form. Be sure the plan is up-to-date and lists all current food allergies. Without this form, your child may not attend IslandWood.</p> <p>Does your child have an epi-pen?</p> <p>Yes _____    no _____.</p>
<p><b>Miscellaneous</b></p> <p>Is there anything else that you believe it is important we know in regard to your child's participation in this program? If so, please describe:</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p><b>Health Care</b></p> <p>Is child covered by any medical insurance:    ___ yes    ___ no</p> <p>If yes, Carrier: _____</p> <p>Subscriber's Name _____</p>

**\*\*\*Please read and sign the front of this page.\*\*\***



## A Letter to Parents from IslandWood's School Overnight Program Staff

Dear Parents,

We are pleased that your child will be spending time exploring and learning with us at IslandWood. Your child will be staying with us for four days, making discoveries about the natural world and our relationship to it. We are currently working with your child's teachers to make this a wonderful learning experience, one that your child will always remember.

While visiting IslandWood, your child will be living in a heated lodge. All students will share a room with three or four classmates, sleep in bunk beds, and share a bathroom with roommates only. All students have a night light next to their bed that they can turn on or off whenever they wish (and it won't disturb their bunkmates). The teacher and chaperones will sleep at the end of each hall in the same lodge as your child.

A healthy breakfast and dinner will be served in our dining hall where your child will take a turn setting tables, serving the meals, and then cleaning up. Your child will eat at the same table with the same dining group for the whole week, developing new friendships. Lunches will be carried with your child each day and eaten picnic-style out on the trails.

Each day your child will attend classes taught by an IslandWood instructor. Your child's days will be spent mostly outside getting to know a variety of natural wonders, ranging from dragonflies, frogs, and banana slugs to tall cedar trees. Evenings will be spent immersed in more instructor-led learning activities, such as going on a night hike, or sitting around the campfire sharing stories. ***Your child will always be supervised by an adult.***

There are a few things that you can do to make sure that your child has the best time possible while staying with us:

- ❑ Help your child pack for the trip using the attached list, "What to Bring! (And What Not to Bring)."
- ❑ Make sure your child comes prepared for wet and/or cold weather. If students are prepared, they will have a wonderful time.
- ❑ Fill out, sign, and return the enclosed IslandWood Release form promptly to your child's teacher. Include any information on the form that you think would be helpful for us to know about your child in advance, including any dietary or medical information.
- ❑ Remind your child that this is a place where they will be learning almost nonstop, so have them bring their curiosity, enthusiasm, and excitement about nature, people, and the world around them.
- ❑ Read over the enclosed Behavioral Expectations at IslandWood. Make sure your child is aware of the rules at IslandWood.

We are looking forward to your child's visit!

## Frequently Asked Questions

### **What is the phone number at IslandWood?**

The phone number is for emergency use only. To reach the IslandWood main office, call: **206-855-4300**. Office hours are 8:30 am-5:00 pm on weekdays. For after office hours EMERGENCY ONLY, call the main office number above and the message system will prompt you to leave your contact information. The system will then page a staff member who will return your call as soon as possible.

### **Will my child get plenty of food to eat?**

Yes! All children receive three good meals each day. These meals are served family style and students can go back for more if they are still hungry. We also provide two snacks in the field during the day. Hungry children are not able to concentrate on learning, so we make sure they are well fed.

### **What if my child has special dietary needs or food allergies?**

If your child has special dietary needs (for cultural or religious reasons) or food sensitivities (like dairy intolerance), include this information in the dietary section of the IslandWood release form. Our kitchen staff can accommodate most special dietary needs. If your child has any food allergies, complete the **allergy** section of the IslandWood release form and attach your doctor's Food Allergy Action Plan.

### **What will my child learn?**

We have listened carefully to teachers, parents and administrators in designing our curriculum and activities. The content is strongly aligned with national and state standards for academic excellence and achievement: the Next Generation Science Standards (NGSS) for Ecosystems and Washington State's Integrated Environmental and Sustainability Learning Standards (ESE) We guarantee that, while the children are having fun outdoors, they are also learning!

### **What should my child bring?**

Use the enclosed "What to Bring, What Not to Bring" as a guide. Please *help* your child to pack and do not pack for your child. It is important for children to know what they have brought so they can be sure to bring everything back home and not get it mixed up with their roommates' belongings. Also, by involving them in the packing, the responsibility involved with being away at camp can begin at home.

### **What if my child doesn't have something he/she is supposed to bring?**

If your child does not have something that is needed, please contact your student's teacher. The teacher will work with IslandWood staff to accommodate your child's needs.

### **What do our fees cover?**

Fees help to cover tuition, food and lodging, and equipment use. IslandWood has provided scholarships to schools that demonstrate need. Communicate with your child's teacher if you have questions about obtaining scholarship support.

### **Will I be able to visit my child at IslandWood?**

Visitors, including family members, are not allowed. We are a private school and our campus is closed to visitors for the protection of all of the students. Everyone who works at IslandWood has gone through security clearance and wears a badge at all times.

### **Will my child be able to call home while at IslandWood?**

The students are not allowed to bring cell phones or to use IslandWood phones to call home. In the case of emergency, a staff member will contact you immediately. If your child is experiencing homesickness, your child's teacher will make the decision as to whether or not he or she is allowed to call home. For many children, the overnight experience is as much of a learning experience as the curriculum. Usually if they can get through the first night with comfort and distraction from their teachers and chaperones and classmates, they are able to complete the four days away from home with great pride.

## What to Bring, What Not to Bring (Student Version)

PLEASE MAKE SURE your child has adequate cold-weather clothing, including thick, warm socks, long underwear, and sweaters. OUR CLASSES GO ON, RAIN OR SHINE!

### Lunch for the first day

### Name tag for every student and adult

### Clothing

- Sneakers or hiking shoes
- Extra pair of sturdy walking shoes
- Warm jacket
- Sweater and/or sweatshirt
- Long underwear
- T-shirts or other light shirts
- Daily change of underwear
- Daily change of warm, thick socks
- 3 pairs of long pants
- 1 pair of shorts (in warm weather)
- Warm pajamas
- Slippers (our lodges have a no-shoe policy)
- Hat and gloves
- Plastic bag for dirty clothes
- Raingear- if available\*

### Bedding

- Sleeping bag or bedroll
- Pillow

### Personal gear

- Toothbrush and toothpaste
- Bath towel, hand towel, soap, and shampoo
- Brush or comb

### Outdoor activity gear

- Backpack
- Pencil (one for each child)
- Water bottle

### Optional gear

- Bug repellent (not spray type), lip salve, sunscreen, sunglasses
- Books and writing materials
- Photos or items to provide comfort at night.

**\*Please have students bring their own raingear if they have it. That way, we can reserve ours for students who need it.**



**\*IslandWood will loan the following to students/adults who don't have this gear: backpacks, water bottles, raingear, fleece tops, gloves, and hats.**

Please see reverse side for what NOT to bring!

## What *Not* to Bring!

Money

New clothes or shoes that can't get dirty

Sandals or open-toed shoes

Radios, CD or tape players, electronic games

Knives, other sharp items, weapons

Matches or fireworks

Chewing gum, candy, food (other than lunch on the first day...)

Jewelry or valuables

Hair dryers, curling irons, or other electric appliances

Cell phones, iPods, or other personal electronic devices

Alcohol or drugs

Medicines (for children) that have not been turned over to the teachers for safe keeping

AEROSOL SPRAYS (examples: deodorants, fragrances, sunscreens, bug sprays)

**Note:** Make sure your child can carry his/her own bags. Please limit luggage to one suitcase, backpack, or duffel bag, plus one sleeping bag or bedroll. A heavy-duty trashcan liner can be used instead of a suitcase. Avoid sending unnecessary items. IslandWood is not responsible for articles left behind.