



OUTDOOR SCHOOL Planning for Parents, Guardians, & Students



Welcome to Glen Helen Outdoor Education Center!

Our Center began in 1956, with a mission to offer transformative learning experiences that engage learners in the practices of science; promote self-discovery and growth; cultivate community; and create a connection to the natural world. We are located in the beautiful 1,000-acre Glen Helen Nature Preserve, which has been declared a National Natural Landmark and a National Environmental Study Area by the National Park Service.



At Outdoor School, we are dedicated to supporting the whole student through science and social-emotional learning, and connecting students to themselves, nature, and each other. Each day, students will enjoy “lesson hikes” centered on themes such as ecology, geology, or cooperation, as well as recreational activities, like crafts, active games, and more. Students also participate in community care, by living together with their teachers and classmates in the onsite dormitories, helping with meal set-up and clean-up, and developing resilience and accountability skills by taking responsibility for themselves. We believe in providing a safe space for your child to overcome challenges and learn valuable life lessons. Most students, after a week of working together outdoors, bring home a deeper respect for each other, their teachers, and their communities.



For most students, their time at Glen Helen is an unforgettable experience, and many adults believe that their week at Glen Helen as a child was one of the most significant events of their school years! Thank you for sharing your child with us - we promise to take good care of them and help them grow as individuals through a week of meaningful and important learning!



Sincerely,

Sarah AR Cline
Sarah Cline
OEC Director

Kelsey Mazur
Kelsey Mazur
OEC Assistant Director



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OUTDOOR SCHOOL - FREQUENTLY ASKED QUESTIONS FOR PARENTS AND GUARDIANS

Where is the Glen Helen Outdoor Education Center?

The Outdoor Education Center is located off of State Route 343 on the north side of Yellow Springs. Our address is: Glen Helen Outdoor Education Center, 1075 State Route 343, Yellow Springs, Ohio, 45387. The main office telephone number is 937-767-7648.

Can I call my child while they're at Outdoor School?

Students are not able to receive phone calls, except in emergencies. Students are not permitted to call home. However, parents and guardians will be notified immediately of severe behavior problems, accidents, or illnesses.

Who will be supervising my child at Outdoor School?

Your child will be supervised closely by teachers and chaperones from your child's school and by Outdoor Education Center staff at all times. Our qualified staff includes college graduates who come to Glen Helen from all over the country to learn, teach, and serve. They all are thoroughly trained, have current First Aid and CPR certification, and have undergone federal background checks.

Where do the students sleep at Glen Helen?

The students are housed in secure, comfortable dorms with electricity, central heat, air conditioning, and indoor plumbing, including restrooms and showers. Supervision in the dorms is provided by teachers and chaperones coming from your school.

What is the food like at Outdoor School?

Three complete hot and healthy meals are served each day, plus an afternoon snack. There is also a cereal bar at breakfast and salad bar at lunch and dinner, as well as available fruit at each meal. Your child will not go hungry!. We will ensure that meals are provided meeting your child's dietary needs and restrictions by following what is noted on your child's health form (pg 25). Parents may send supplemental food only if their child has medical dietary restrictions, and should be sent with teachers and distribution is to be coordinated by teachers throughout the week. Food is not permitted in dormitories.

What will happen if my child gets sick or injured at Outdoor School?

In the case of accident or illness, a parent or guardian will be contacted immediately. Each staff member is certified in First Aid and CPR. We have basic first-aid supplies on site and are located just minutes away from Greene Memorial Hospital and Miami Township Fire and Rescue.

Can my child buy Glen Helen merchandise while they're at Outdoor School?

We sell a variety of items at our Camp Store (see order form pg 29). Students must bring the exact amount of money in cash in a sealed envelope labeled with their name. Please do not send additional cash with your child.

What paperwork does my child need to attend Glen Helen Outdoor School?

There are a handful of forms that need to be completed and returned to your child's school before the start of Outdoor School. These forms are necessary and helpful for us to provide a safe and unforgettable experience for your child.

- | | |
|---|---|
| <input type="checkbox"/> Student Health Form (pg 25) | <input type="checkbox"/> Release & Liability Waiver (pg 27) |
| <input type="checkbox"/> Medical Waiver&Consent for Treatment(pg28) | <input type="checkbox"/> Media Release (pg 28) |

What if I have additional questions?

We welcome your questions and want to do whatever we can do to help you and your child feel more prepared, comfortable and excited about Outdoor School! Please contact Kelsey Mazur, Assistant Director, at kmazur@glenhelenassociation.org or 937-767-7648 x4111 anytime. Thank you!



GLEN HELEN OUTDOOR EDUCATION CENTER STUDENT WELCOME LETTER



We're so excited that you'll be coming soon to Glen Helen for Outdoor School! You're probably wondering just what to expect and whether you'll have a good time, so we'll try to answer some of your questions here.

Glen Helen Outdoor Education Center is an outdoor classroom in the Glen Helen Nature Preserve, with over 1000 acres and 16 miles of trails to explore and make your own! There are two streams, as well deer, beavers, crayfish, and many other creatures to observe and encounter during your adventure here. You'll have science lessons during the day and activities like capture the flag and crafts in the afternoon - you'll even get to go on a night hike and stay in the dormitories with your teachers, classmates, and friends.



We look forward to meeting you, learning with you, and to having exciting adventures together!

Will we learn things at the Outdoor Education Center?

Absolutely! You learn all about life sciences in your classroom - here, you get to *live* in it! We'll be learning more about math, social studies, science, and language arts while exploring a 1,000-acre outdoor classroom. We'll also play games and learn about ourselves and the world around us, all while having fun!



Who will teach us?

You will attend Outdoor School with your classmates and teachers, but will be on-trail and learning from Naturalist Teachers who are specially trained about the Glen, nature, science, and how to share it with students just like you.

What are the rules at Outdoor School?

Rules are very similar to the ones you have at school - we need to use kind words and actions; be respectful of others, the space, and nature; and make good, safe choices.



What happens if I get sick, get homesick, or need daily medication?

If you get sick or injured, we'll call your adults at home and see that you get medical help. If you get homesick, we'll help get your mind off of home and focused on the exciting things to do in the Glen. If you regularly need medicine from home, your teacher will give it to you. All of your Teacher Naturalists are trained in First Aid and CPR too, just to keep you safe!

What should I bring along?

Included in this packet is a suggested list of clothing and materials you will need. The most important stuff includes: good walking shoes that you don't mind getting dirty, extra pairs of socks, layers to keep you warm, a bedroll or sleeping bag, your toiletries, a towel, and a backpack and water bottle. Remember that whatever you pack, you will be responsible for carrying to and from the dormitories at the start and end of the week!



What should I leave at home?

Please leave all electronics at home. It is hard to keep everything safe on the trail and we'd hate for your phone to fall into the creek! Without your phone or other electronics you can really focus on nature, your community, and working together. If you'd like to bring a disposable film camera, you are allowed to do so. Please also leave all food, snacks, and candy at home.



What if I have other questions?

You can check out our website for student resources and a welcome video at www.glenhelen.org/os-resources. You can also call the OEC at 937-767-7648 or by sending an email to Kelsey Mazur, Assistant Director, at kmazur@glenhelenassociation.org - we are very happy to help!



GLEN HELEN OUTDOOR SCHOOL

SUGGESTED PACKING LIST

Field exploration is central to the Outdoor School experience and we will be outside as much as we can be during your time here! Please pack weather-appropriate clothing items that will serve you well when hiking, playing, and exploring outside.

Remember that you'll be carrying all of your own luggage, so don't bring more than you can carry up a small hill, through gravel, in one trip! We recommend a bedroll, a bag with clothing and toiletries, and a backpack that can be carried on trail.

All luggage should be marked with your name - you will be sharing dorm space with your classmates and it is easy to get unlabeled items mixed up.

Bedding

- Pillow
- Sleeping bag or fitted twin sheet + blanket

Clothing

- Pajamas
- Raincoat or poncho
- Weather-appropriate coat
- Pants or shorts (2-3 pairs)
- Sweatshirt (1-2)
- Shirts (4-6, layers)
- Underwear
- Socks (6+ pair)

Footwear

- 2 pair sturdy shoes for hiking
 - Hiking boots, sneakers
 - Sport sandal (close-toed, back strap)
- 1 pair shower or dorm shoes (flip-flops)

Toiletries

- 1 reusable water bottle
- 1-2 towels + washcloths
- Soap in a box
- Shampoo + conditioner
- Toothbrush + toothpaste
- Comb/brush
- Lip balm
- Deodorant

Miscellaneous

- Book/Quiet Activities
- Water bottle
- Backpack/Fanny-pack
- Extra bag for dirty clothes
- Cloth napkin for mealtimes (we do not have paper napkins!)

Optional Items

- Camera
- Binoculars
- Tissues
- Slippers
- Chapstick
- Sunscreen
- Insect Repellent
- Bathrobe
- Compass
- Small field Notebook

Strictly Prohibited Items / Do Not Bring:

- X** Weapons of any kind (including pocket knives)
- X** Money (other than for campstore)
- X** Hair dryer/curling irons/straighteners
- X** Chewing gum/candy
- X** Electronics (including cell phones, games)

Documents & Signed Forms Required for Attendance:

- Student Health Form
- Medical Waiver
- OS Release & Liability Waiver
- Photo Release



Cold Weather Considerations

The key to staying warm in the cold is dressing in LAYERS:

- **Wicking Layer** – closest to the body, wicks away sweat and moisture. Polypropylene, nylon, thermax, wool, silk are all better than cotton on this bottom layer!
- **Warmth Layer** – fleeces, sweaters, and sweatshirts to insulate you. Can be 1 or a few, depending on how cold it is.
- **Weatherproof Layer** – something water- and wind-proof to keep the elements out.

In Cold Weather, please add (or substitute) the following to your clothing list:

- 1 warm hat or ear covering (very important!)
- 1 winter coat or fall jacket
- 1 set of long underwear or extra pairs of warm pajamas for layering purposes
- 2 pairs warm mittens or gloves (Very important!)
- 3-5 pairs warm socks (in cold months, warm socks are extra important!)
- 1-2 sweatshirts or sweaters
- 1 pair waterproof boots that can fit with wiggle room over 1-2 pair of socks

Reminder - If you don't have some of the essential items, you can substitute or improvise: Ponchos can be used as raincoats, two sweaters and a windbreaker can serve as a heavy jacket.

Appropriate Footwear

All participants should wear closed-toed shoes with good ankle support or appropriate sandals with a back strap at all times unless inside the dorms. Students regularly hike several miles a day over rocky terrains so flip-flops, crocs, and other types of open sandals are not appropriate footwear outside the dorms. Please help us to enforce this with your students.



GLEN HELEN OUTDOOR SCHOOL HEALTH FORM

To be completed for all students attending Glen Helen Outdoor School

School: _____ Grade Level: _____
Child's Name _____ Gender: _____
Date of Birth: _____ Age: _____
Address: _____
Parent/Guardian 1: _____ Guardian at the Address Above? Y / N
Relationship to Child: _____ Phone Number(s): _____
Parent/Guardian 2: _____ Guardian at the Address Above? Y / N
Relationship to Child: _____ Phone Number(s): _____
Emergency Contact Other Than Parent/Guardian: _____
Relationship to Child: _____ Phone Number(s): _____

Allergies and Dietary Restrictions

Does your child require an EpiPen? Y / N

If yes, please provide details about your child's anaphylaxis, including date & description of last reaction: _____

If your child requires an EpiPen, please provide two non-expired EpiPens: one for your child to carry with them and one to keep in the cabin.

Please list any food, medicine/drug, and/or environmental allergies.(Please include reactions.)

Does your child have any dietary restrictions (please note here if your child is vegetarian or vegan) or food sensitivities? If so, please explain:

Health History

Child's Physician: _____ Phone Number: _____

Date of Last Visit: _____ Are Immunizations up to date? Y / N

Please Check All Past and Present Health Concerns

<input type="checkbox"/> ADD/ADHD	<input type="checkbox"/> Allergies	<input type="checkbox"/> Asthma/Inhaler
<input type="checkbox"/> Athlete's Foot	<input type="checkbox"/> Bedwetting	<input type="checkbox"/> Behavioral Issues
<input type="checkbox"/> Developmental Delays	<input type="checkbox"/> Diabetes	<input type="checkbox"/> Eating Disorder
<input type="checkbox"/> Epilepsy	<input type="checkbox"/> Hearing Problems	<input type="checkbox"/> Heart Disease/Defect
<input type="checkbox"/> Hemophilia	<input type="checkbox"/> High Blood Pressure	<input type="checkbox"/> Hypoglycemia
<input type="checkbox"/> Insomnia	<input type="checkbox"/> Mental Health Considerations	<input type="checkbox"/> Muscular Disorder
<input type="checkbox"/> Nightmares/Terrors	<input type="checkbox"/> Sleepwalking	<input type="checkbox"/> Seizures
<input type="checkbox"/> Ulcers	<input type="checkbox"/> Other: _____	

Please explain the above health concerns:



Immunizations, Restrictions & Concerns

If your child is up to date on immunizations required for school attendance please list the date (or approximate dates) of your child's most recent vaccination or booster, if any, for the following:

Hep B _____ Tetanus _____

If your child has not been fully immunized, please explain:

Has your child been exposed to any communicable diseases within the last three months? If yes, please explain what disease(s) your child has been exposed to and when exposure occurred:

Does your child have any restrictions on activity? If yes, please explain what activities must be restricted and list any accommodations that should be made:

Are there any other behavioral or medical concerns we should be aware of?

Medications and Treatments

Will your child be taking any prescription medication while at Outdoor School? Y / N

Will your child bring any non-prescription medication while at Outdoor School? Y / N

The Outdoor Education Center's first aid cabinet is stocked with first aid supplies, over-the-counter medications, and treatments for minor afflictions. Is there anything Outdoor School staff needs to be aware of when giving any of the approved over-the-counter medications to your child?

May the following over-the-counter medications be given to your child while at Outdoor School (please select Y / N for each)

Y / N - Acetaminophen (Tylenol)

Y / N - Bug Spray

Y / N - Allergy / loratadine

Y / N - Burn Ointment

Y / N - Antacids (Alka-Seltzer/Tums)

Y / N - Calamine Lotion

Y / N - Anti-Itch or Antifungal Cream

Y / N - Cough Drops

Y / N - Antibiotic Cream / Antibacterial Ointment

Y / N - Cough Relief

Y / N - Antihistamines (Benadryl, diphenhydramine)

Y / N - Ibuprofen (Advil)

Y / N - Nasal Decongestant

Y / N - ASA (Aspirin)

Y / N - Pepto Bismol

Y / N - Sunscreen

Insurance Information

Is this child covered by medical insurance? Y / N

Full Name of Policy Holder: _____ Policy Holder Phone: _____

Insurance company / plan name: _____

Insurance Co. Phone: _____ Policy number: _____

Health insurance group name / number: _____



GLEN HELEN OUTDOOR SCHOOL RELEASE AND LIABILITY WAIVER

Signature is required for attendance.

Glen Helen Association, its Glen Helen Nature Preserve and Glen Helen Outdoor Education Center, and all Outdoor School staff and volunteers ("Releasees") are committed to conducting outdoor programs and activities in a safe manner. As program staff, we attempt to reduce risks and insist that all program participants and visitors follow program safety rules and instructions.

Assumption of Risk

I, in my legal capacity as parent/guardian of the minor named below ("Minor"), acknowledge and agree that any use of Glen Helen Association's facilities, services, equipment and premises ("Facilities") and any participation in Glen Helen Association's programs and activities ("Programs") comes with risks, including ordinary negligence of any Releasee, including but in no way limited to: (1) moderate and severe personal injury, (2) property damage, (3) disability, (4) death, and (5) sickness or disease including, without limitation, COVID-19. I understand that there is risk in participation in any outdoor recreational activity and that not all hazards and dangers can be foreseen. I recognize and acknowledge that it is impossible for Glen Helen Association staff to guarantee absolute safety, and I still desire for my child to participate in Glen Helen Association's Outdoor School program, being fully aware there are such risks. I expressly agree to assume all risks of participation on behalf of myself and my minor child.

Release, Waiver & Covenant Not to Sue

In consideration of Minor's use of Facilities and participation in Programs I, in my legal capacity as parent/guardian of Minor, agree on behalf of myself and Minor that Glen Helen Association, its officers, directors, agents, employees, volunteers, insurers and representatives ("Releasees") will not be liable for any personal injury, property damage, disability, death, sickness or disease incurred by Minor, however occurring including, but not limited to, the negligence of Releasees. I understand that Minor and I will be solely responsible for any loss or damage, including personal injury, property damage, disability, death, sickness or disease sustained from the use of Facilities and participation in Programs.

I further agree, in my legal capacity as the parent/guardian of Minor, on behalf of Minor, myself, and any and all legal successors and proxies, to release and HEREBY DO RELEASE, WAIVE AND COVENANT NOT TO SUE Releasees from any causes of action, claims, suits, liabilities or demands of any nature whatsoever including, but in no way limited to, claims of negligence, which Minor, myself, and any and all legal successors and proxies may have, now or in the future, against Releasees on account of personal injury, property damage, disability, death, sickness, disease or accident of any kind, arising out of or in any way related to the use of Facilities or participation in Programs, whether that participation is supervised or unsupervised, however the injury or damage occurs, including, but not limited to, the negligence of Releasees.

By signing below, I understand that the parent/guardian is fully responsible for the child's transportation if they are dismissed for disciplinary, behavior, or medical reasons.

In further consideration of the use of Facilities and participation in Programs and having carefully read this waiver and release, I, in my legal capacity as parent/guardian of Minor, understand by signing below I am assuming all risks of participation and I am giving up the right to bring a legal action or assert a claim for injury or loss of any kind against Glen Helen Association.

Participating Minor's Name: _____

Signature of Parent or Legal Guardian: _____

Printed Name: _____ Date: _____

Emergency Contact: _____ Relation: _____

Phone Number: _____



MEDICAL WAIVER AND CONSENT FOR TREATMENT

Signature is required for attendance.

The information contained in this form is correct, to the best of my knowledge, and the child described herein has permission to engage in all Glen Helen Outdoor Education Center activities, except as noted. I hereby give my informed consent to the following:

- Teachers or administrators of my child's school and Glen Helen Outdoor Education Center staff and interns may provide basic First Aid and comfort measures through standardized camp treatment procedures which include the use of over-the-counter medications as I have approved.
- Authorization for consent for treatment may be given by any teacher or administrator of my child's school or school district or by the Outdoor Education Director, any of whom may sign all documents necessary to obtain such treatment; medical personnel selected by any teacher or administrator of my child's school or school district or by the Outdoor Education Director may order x-rays, routine tests, treatments, and necessary transportation for this child.
- In the event I cannot be reached in an emergency, I hereby give permission to the physician selected to hospitalize, secure proper treatment for, and order injection, anesthesia, or surgery for this child, and I do assume all responsibility for payment for such treatment.

I understand the information on this form will be shared on a "need to know" basis with Glen Helen staff. I give permission to photocopy this form. In addition, attending school staff and the Outdoor Education Director has permission to obtain a copy of this child's health record from providers who treat the child and these providers may talk with the program's staff about the child's health status.

Please read and sign that you have read the Medical Waiver and Consent for Treatment above, and that you understand it and agree to be bound by it:

Participating Minor's Name: _____

Signature of Parent or Legal Guardian: _____

Printed Name: _____ Date: _____

GLEN HELEN OUTDOOR SCHOOL PHOTO RELEASE FORM

Glen Helen staff and interns may take photos and/or videos of students participating in Outdoor School or camp activities for the purposes of marketing in print, electronically, or on the Internet. Students will not be identified by name without further authorization from a parent/guardian.

By signing below, I give Glen Helen Association permission to publish in print, electronic, or video format the likeness or image of my child.

I release all claims against Glen Helen Association with respect to copyright ownership and publication including any claim for compensation related to use of the materials.

Participating Minor's Name: _____

Signature of Parent or Legal Guardian: _____

Printed Name: _____ Date: _____





CAMP STORE ORDER FORM

Student Name: _____

Glen Helen Merchandise	Size (Youth S-L, Adult S-XXL)	Quantity	Price	Total Price
Hooded Sweatshirt			\$36	
Long Sleeve Shirt			\$20	
T-shirt			\$15	
Baseball Hat	---		\$15	
Green Stainless Steel Water Bottle	---		\$15	
Cinch Bag	---		\$12	
Lanyard	---		\$5	
Silicone Wristband	---		\$2	
Postcard (stamp included)	---		\$2	
Hand Lens	---		\$2	
Medium Sticker	---		\$2	
Pencil & Small Sticker	---		\$1	
Animal Magazine (as supplies last)	---		\$4	
Sticker Book (as supplies last)	---		\$4	

TOTAL PURCHASE PRICE: _____

Please send your student with this order form and the exact amount of cash (no checks please) in a sealed envelope with your child's name clearly marked on the outside. All camp store merchandise pricing includes sales tax. We will do our best to accommodate size choices. Thank you!

