



YMCA-YWCA
Vancouver Island

OUTDOOR EDUCATION 2018

SCHOOL/GROUP ORGANIZER INFORMATION

BOOKLET

Westhills Address

YMCA-YWCA of Vancouver Island
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Fax: (250) 380-1933

Program Manager Hana Kucera:

(250) 386-7511 ext. 430 (Westhills)
(250) 642-3136 (Camp)

tbirdoutdoored@vancouverislandy.ca

Y Outdoor Centre Address

Camp Thunderbird
5040 Glinz Lake Road
Sooke BC V9Z 0E3

Registration Services:

Contracts and billing
(250) 386-7511 (Westhills)
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WELCOME AND INTRODUCTION

Thank you for choosing the YMCA-YWCA Camp Thunderbird as a provider of outdoor adventure, teambuilding, leadership, and environmental education experiences. We believe that high-quality mentorship, small group experiences, time spent being physically active in natural spaces, democratic group living and community service are key elements in the healthy growth and development of young people. The Outdoor Education experience is designed to provide your students with increased self-confidence, teamwork and outdoor skills.

With a dynamic staff team of over 20 trained instructors, and accommodation for up to 220, we enjoy the energy and sharing that comes from our school groups interacting with our staff and meeting each other in the dining hall.



**YMCA-YWCA
Vancouver Island**

This booklet has been assembled to help us create the best possible experience for your group. Please review the information with your teacher/chaperone team prior to your trip. Information is updated each year, so even if you are a veteran returning teacher, please review this package and share it with your fellow chaperones!

Please do not hesitate to contact us if you have any questions. We look forward to having your group with us at Camp Thunderbird.

Hana Kucera (Juniper)

Outdoor Education Program Manager

YMCA-YWCA Outdoor Centre

October-April phone number: 250-386-7511 ext 430

April-October phone number: 250-642-3136

tbirdoutdoored@vancouverislandy.ca



PROGRAMS OFFERINGS AT THE Y OUTDOOR CENTRE

We offer outdoor education programming in two seasons: Spring and Fall. The Spring season runs from the second week of May until the second last week in June (usually about 6 weeks). The Fall season runs for the month of September. Your school can come for one day or stay for up to four nights.

The following program packages are available for overnight or day groups at the Y Outdoor Centre.:

- Outdoor Adventure
- Teambuilding & Leadership
- Environmental Awareness
- French/Bilingual Outdoor Education

If you are interested in changing your program, or creating a custom program that includes a hybrid of some of our available programs, please contact us.

In the Spring season, Outdoor Adventure and Teambuilding & Leadership programming is also available in French. There is a maximum of 55 participants at a time, due to availability of French-speaking staff. Meals and administration are in English.



RISK AWARENESS FOR YMCA-YWCA OF VANCOUVER ISLAND OUTDOOR CENTRE AND CAMP THUNDERBIRD

Participant Safety and Risk Management

The YMCA-YWCA of Vancouver Island Outdoor Centre and Camp Thunderbird is committed to providing quality outdoor experiences that support healthy growth and development of young people. The camp environment and programs provide unique opportunities for children, youth and adults to challenge themselves, learn new outdoor and interpersonal skills and make new friends. We invest significant resources to create programs that provide these benefits to our participants without exposing them to unacceptable hazards.

Participants and their families should be aware of the risks involved in participating in camp programs and accept that by participating they are taking those risks. Please take the time to review this summary of risks and our risk management approach. Risks will vary for each program, so we ask that you also take the time to review the information provided about each program on our website. We are happy to speak with you should you have any questions or comments.

Risk Management, Planning and Safety

The unique nature of an outdoor education or summer camp experience comes with risks called “inherent risks”. This means that we cannot eliminate the risk without destroying the unique character of the activity – the aspects that make it beneficial for the participants. Although we cannot eliminate those risks, we actively take steps to reduce or control them, with the intent of bringing them to a tolerable level. For example, riding a bicycle has certain risks, and most people would agree that by wearing a helmet and obeying traffic laws, the risks are tolerable.

At the Outdoor Centre and Camp Thunderbird, we manage the risks specific to our environment and programs by being experts in our field, providing thorough staff training, and buying and maintaining quality program and personal protective equipment. While these measures do not guarantee safety, they allow us to offer programs that provide the many documented benefits of outdoor education and summer camp experiences, such as personal growth, connections to nature and a sense of accomplishment.

Risks encountered at the Outdoor Centre and Camp Thunderbird

Activities we encounter in our everyday lives, and those that take place at the Outdoor Centre and Camp Thunderbird involve risks. Risk may vary based on the nature of the activity. Any of the activities at the Outdoor Centre and Camp Thunderbird involve certain emotional and physical risks, and many of them include the risk of disability, psychological trauma or even death, in the event of a serious incident. Some of the hazards encountered as part of Outdoor Centre and Camp Thunderbird programs may be familiar from our home communities: inclement weather and storms, motor-vehicle accidents, uneven ground, tree-fall, fire, hot liquids, infectious illnesses, and equipment failure.



Some hazards may be more unique to the Outdoor Centre and Camp Thunderbird programs and settings. These hazards include, but are not limited to: lake and ocean water, marine traffic, boat capsizes, wildlife encounters (including bears, cougars, wolves, mice or other rodents, and stinging insects), hypo- or hyperthermia, fall from heights, including falls while hiking in steep terrain, falls or injuries due to equipment failure, error in judgement, or natural rock or tree fall on our real-rock climbing areas or Ropes challenge courses, remoteness from emergency medical or evacuation services, including the failure of communication technology.

The hazards listed, and other hazards not listed, can pose a risk to even a well-trained and highly certified instructor, leader or guide. Any of the Outdoor Centre and Camp Thunderbird programs or activities can, due to an error in judgement or factors beyond the leader's control, become hazardous and potentially life-threatening.

Participants and their families must weigh the risks that may be encountered with the strengths of the Outdoor Centre and Camp Thunderbird's Risk Management approach and plan as well as with the benefits of an outdoor education or camping experience.

Risk Management Plan Summary

The following is a short list of examples of the types of procedures and policies that are part of our larger Risk Management Plans:

- staff and volunteers have a Criminal Record Check with Vulnerable Sector Screening.
- All staff and volunteers have program-appropriate first aid training, with a minimum of Standard First Aid. Their CPR-C is renewed annually.
- Camp Thunderbird sea kayaking programs are led by guides certified by the Sea Kayak Guides Alliance of British Columbia.
- The Outdoor Centre and Camp Thunderbird is accredited by the British Columbia Camping Association. This accreditation ensures compliance with stringent training, health and safety protocols and auditors regularly visit the site for inspections.
- Camp Thunderbird cooperates with land managers and permitting authorities.
- The Outdoor Centre and Camp Thunderbird are supported by the YMCA-YWCA of Vancouver Island Health and Safety Committee.
- The Outdoor Centre and Camp Thunderbird, inspects, maintains and reviews all safety equipment, particularly emergency communications devices, regularly.
- The Outdoor Centre and Camp Thunderbird reviews all of its family and staff surveys.

Contact Us

We encourage participants and their families to share questions or comments concerning risk management with us. Please feel free to speak with General Manager Luke Ferris (lferris@vancouverisland.ca; 250-386-7511 or 250-642-3136) about any aspect of the inherent risks of camping and about our risk management plan.



OUTDOOR ADVENTURE PROGRAM

Learning Objectives:

While participating in Outdoor Adventure Programs at Camp Thunderbird, students will:

- Learn specific outdoor skills by practicing them in a group setting
- Experience new challenges through boating or land-based outdoor activities
- Gain an appreciation for the forest and lake habitats of the Sooke area
- Build relationships with peers and teachers through shared outdoor experiences
- Work on personal growth and development through *challenge by choice
- Gain self confidence through being away from home and the traditional classroom

The following activities are available for groups pursuing Outdoor Adventure at Camp Thunderbird. This program is also available in French.

*Challenge by choice is an important principle in Outdoor & Adventure Education. Participants are invited to participate voluntarily in activities at camp and are empowered to choose the level of challenge they engage in. For example, for some students putting on a climbing harness and making one move on a rock climb is enough to push their comfort zone.

Rock Climbing: Participants receive basic instruction in climbing safety, equipment, and techniques. Our trained instructors engage participants in proper climbing preparation and command sequences. Participants receive an opportunity to practice climbing in one of our two climbing areas. Cougar Rock, located in main camp, has three climbs varying in technical difficulty. Nicola Ridge is located just less than a kilometer (20 minute hike) northeast of main camp. Nicola is slightly more challenging as it is about 2-3 meters higher. Both climbing sites are natural rock and use similar equipment and lesson plans.

Archery: Participants have the opportunity to learn about archery safety and technique. We encourage personal improvement and development over competition with other participants. Participants receive instruction and practice on one of our three outdoor archery ranges and get a chance to use their new skills in archery games.

Canoeing: Participants become familiar with parts of the canoe and the paddle, paddle sports safety, and basic canoeing strokes. Besides the opportunity to practice their paddling skills, participants have time to explore Glinz Lake and check out the wildlife and natural wonders of the area.

Kayaking: Participants learn about the parts of a kayak and kayak paddle, paddle sports safety, and basic kayaking strokes and techniques. Thunderbird boasts a fleet of lake and sea kayaks. During a kayaking session, participants are given the opportunity to develop their paddling skills and to explore Glinz Lake. Wet exits are **not required** with our lake boats; however all participants using our sea kayaks must demonstrate a wet exit (turn upside down in your kayak and exit under the water) at the beginning of their kayaking session. Please ensure all participants (students and chaperones) **come prepared with a bathing suit and towel.**



Swimming: Our waterfront area, including three metre jump tower, provides an excellent fresh water swimming environment. Thunderbird staff are certified with Bronze Cross or National Lifeguard Service Award from the Royal Lifesaving Society.

Hiking: Thunderbird boasts nearly 1200 acres of forest that provides beautiful hiking routes that range in difficulty. During a hiking session, participants learn about safe hiking, preparing to go on a hike, and appropriate clothing and safety gear to have. As well, participants learn about their natural surroundings, and play a variety of trail games. We can offer hikes ranging from one or a few hours, to full days and overnights.

Campcraft: A campcraft session provides participants with the opportunity to practice many of the necessary skills of an extended wilderness experience. Participants learn about and practice building fires and shelters, finding appropriate campsites, and engaging in minimum trace camping techniques.

Orienteering: Orienteering is one of the world's most popular competitive sports, requiring both an understanding of the outdoors and map reading skills, as well as a keen sense of observation. At Thunderbird, a basic orienteering session provides participants with the opportunity to learn about using a map, and to practice their skills by navigating through a basic orienteering course. An advanced course, including learning how to use a compass is also available with advanced planning.



TEAMBUILDING & LEADERSHIP

Learning Objectives:

While participating in Teambuilding and Leadership Programs at Camp Thunderbird, students will:

- Learn about teamwork through hands-on activities
- Build relationships with peers and teachers through shared outdoor experiences
- Establish a healthy team atmosphere
- Practice taking a leadership role, or standing back to gain a new understanding of their role as leaders
- Work on personal growth and development through *challenge by choice
- Gain self confidence through being away from home and the traditional classroom
- Build trust and respect for their classmates
- For a list of BC Curriculum links, please contact the Outdoor Education Manager

When you book a Teambuilding & Leadership Program with Camp Thunderbird, we will create a schedule of activities that offer a progression of initiatives. This program can be customized to meet your group's goals.

*Challenge by choice is an important principle in Outdoor & Adventure Education. Participants are invited to participate voluntarily in activities at camp and are empowered to choose the level of challenge they engage in. For example, for some students putting on a climbing harness and making one move on a rock climb is enough to push their comfort zone.

Teambuilding Activities: Teambuilding activities are group-based sessions that provide participants with the opportunity to engage in activities and games that encourage group development, teamwork, and personal challenge. During a session, participants are encouraged to think about and discuss concepts such as teamwork, co-operation, and communication, and are challenged to push themselves to succeed as members of a team. We progress through a series of simple to more complex group challenges during each session, based on the groups' needs.

Low Ropes Course: The low ropes course offers a variety of challenge elements that encourage participants to work together to achieve a specific goal. Participants have the opportunity to take on leadership roles and work cooperatively in order to achieve various levels of success. This session involves cooperative games, trust activities and group initiative tasks and progresses towards the various elements on our low ropes course.



NATURE PROGRAMMING

Through hands-on interaction with nature the students will gain an appreciation for the natural world while learning about topics such as our local ecosystems, biodiversity, habitat fragmentation, wildflowers, animal tracking, and the action we can take as individuals, families, and schools to mitigate our impact on the environment.

Most activities are conducted outside using the forest, lake, streams, and natural ecosystems and habitat. Programs are experiential and all materials and staffing is provided by Camp Thunderbird.

Owls of Camp Thunderbird (Owl Pellets): Students will learn about the diversity, evolutionary adaptations and feeding behaviours of owls of the Camp Thunderbird forest. In this hands-on activity, each student will dissect an owl pellet and identify the skeleton of the owl's prey. Students can then take the bones home if they like.

The Animal Game: Students learn about food chains while playing an interactive high-energy game in the forest. Each student takes on a role in the food chain and hunts for food either by looking for food stations in the forest or by tagging other students. Up to 75 students at a time can play. This is one of our most popular activities!

Forest Learning Chain: Students take on the roles of both learner and teacher in this engaging activity conducted along a section of trail. In small groups, students become "experts" on a particular organism or phenomenon, and teach it to their peers while exploring one of Camp's forest paths.

Animal Tracking: In this program, students will have the opportunity to explore the environment around them in search of evidence of recent animal activity. By focusing student's attention on the intricate patterns of the forest, students learn to recognize what is, and what is not a track. Students will be encouraged to not only look for animal sign, but to think critically about the behavior and habitat of different species.

Habitat Fragmentation: This interactive game will allow students to experience firsthand the repercussions of increasing human activity on the natural environment. Acting as bears who must meet certain criteria to survive each year, an understanding of the impact of habitat fragmentation on wildlife will be gained.

The Wonders of Wildflowers: Students will explore, through self-directed discovery, the natural environment. Along with information to correctly identify wildflowers, flora and fauna will be explored on a micro scale.

Sensory Nature Walk: This program diverges from a traditional nature hike by encouraging students to experience the forest around them through all of their senses: touch, sight, smell and sound.



MEALS AND ACCOMMODATION

We typically host multiple groups on-site at the same time, especially in the spring, our busiest season. All groups with meal service eat together in the dining hall, with meals typically served at 8:30, 12:30 and 5:30. Day groups can choose to eat in the dining hall or bring their own lunches, which are enjoyed in a picnic area at camp.

MEALS

Our menu is based on the Canada Food Guide, and is always fresh and nutritious. We can accommodate special diets such as: specific allergies, Celiac, diabetic, vegetarian, and vegan with advanced notice. Menu items include things like stir-fry, lasagna, roasts, and there is a fresh salad bar served with lunch and dinner. Breakfast includes a hot item such as pancakes as well as a breakfast bar of cereal, yogurt and oatmeal. An evening snack is provided for overnight groups.

Camp Thunderbird is a nut-free site – we ask that **peanut and other nut products do not come to camp**. Meals are served family style, at tables of up to 10. At each meal, special diet items are designed to match the general meal as closely as possible. For example, gluten free buns are provided if lunch is burgers.

CABIN ASSIGNMENTS

Cabins are assigned by our staff to balance availability with ages and needs of all groups on-site. You are welcome to request particular cabins at time of booking. While we try to meet your request to the extent possible, we cannot guarantee particular cabins. Chaperones are required to sleep in the cabins with the campers to provide support and supervision.

Our accommodations consist of cabins each with 10-12 bunks, and we can accommodate up to 228 people including chaperones. In terms of amenities, all of the cabins are somewhat rustic, and there are a variety of types:

- Animal Cabins: Two duplexes – Newt & Deer and Squirrel & Eagle, that sleep 12 each side in bunk beds (total of 48 beds) and Raven and Crow cabins (each have 12 beds, arranged as six bunks). These have heat, lights, bathrooms, sinks and showers. On rare occasions, we may have different groups staying on each side of a duplex.
- Modern Yurts (built 2014): Have 12 beds (six bunk beds), with skylights. The shower-house, built in 2014, is nearby.
- Shrub Cabins (six cabins): A bit more rustic for that authentic camp experience! Shrub cabins have 12 beds (six bunks) each and skylights. No electricity. The shower-house is nearby.
- Tree Cabins (six cabins): These cabins are near the lake, and have ten beds (five bunks) each. They have electricity and lights, but no heat or plumbing. They are serviced by nearby outhouses.

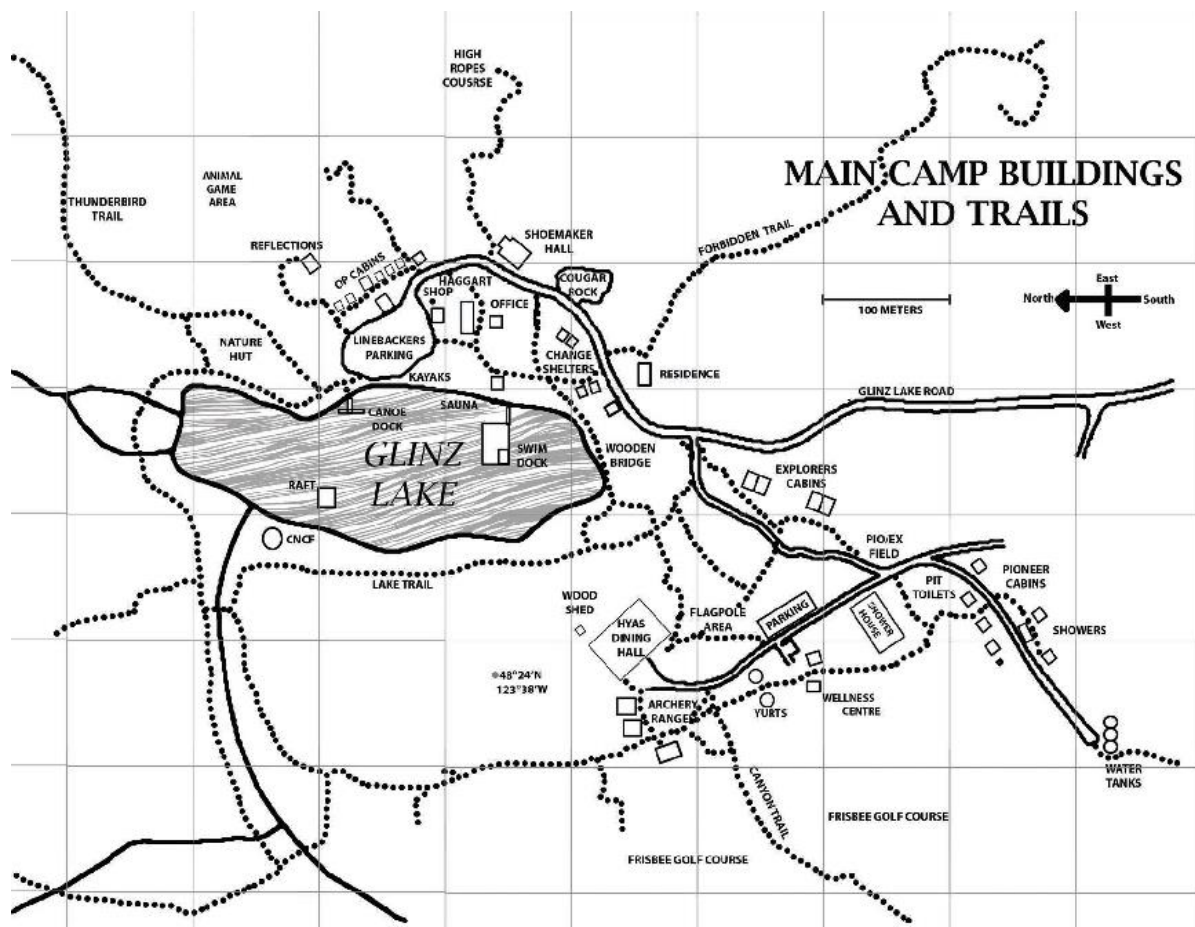
PHONE AND INTERNET

Our instructors model a “technology free” environment where students can disconnect from the everyday bustle of social media and screens, and we request that students not bring electronics to camp. For chaperones to stay connected, we do have a land-line available and can provide access to wifi



internet, but we also strongly encourage visiting adults to model the art of being present in nature by keeping screen time to a minimum while at camp. **Adults using their phones can be very distracting to the students and can take away significantly from the community and camp experience.** If possible please bring cameras to take pictures. Our wifi has highly limited bandwidth, so we ask that usage is limited to short periods and that wifi connections be turned off when not in use. There is cellular reception in a few areas of camp, but it is not reliable.

FACILITY MAP



*Raven and Crow cabins are the two squares nearest the words "Wellness Centre". The Explorer cabins are now called the Animal Cabins, Pioneer are now Shrub and OP are now Tree.



BOOKING

When booking your group's visit to Camp Thunderbird:

- Fill out the [booking form online](https://vancouverislandy.com/program-services/outdoor-education-overview/) (Go to: <https://vancouverislandy.com/program-services/outdoor-education-overview/> and click the "Submit a Booking Request").
- We tentatively hold equivalent dates for approximately the same number of students for returning groups year to year until our re-booking deadlines. For Spring groups, the rebooking deadline is November 1 and for Fall groups, February 1.
- We encourage everyone to submit a booking request as soon as they know they would like to come.
- After the rebooking deadlines, dates will be opened up to new groups or for date changes for returning groups. The Program Manager will take all booking requests and try to make it work best for everyone.
- Once your dates are selected and agreed on, our Registration Services department will send you a Program Package.
- Program Packages for trips in the Spring season are typically sent out in the fall prior, and for the Fall season they are usually sent out in the spring prior.
- Deposits (see below) are due 30 days after receiving your Program Package.

PROGRAM PACKAGES

Registration Services will email you your Program Package, which includes the following:

- Contract
- Deposit Invoice
- Guidelines and Expectations
- Confirmation Sheets

RETURN THE CONTRACT AND CERTIFICATES OF INSURANCE VIA EMAIL, FAX, OR POST

- Read the contract and the attached Guidelines and Expectations
- Teacher and Principal sign one copy of the contract
- Email, fax or mail the signed contract Registration Services
 - registration@vancouverislandy.ca
 - 250-380-1933 (fax)
 - 202-1314 Lakepoint Way, Langford BC V9B 0S2
- Include a copy of your Certificate of Insurance. The certificate must confirm a minimum of \$5,000,000 Commercial General Liability with the YMCA-YWCA of Vancouver Island named as an additional insured.
 - This is a certificate that is usually provided at no cost from the school's or district's insurance provider.
 - Depending on when you book, we may already have a copy on file for your district. You are welcome to inquire with Registration Services about whether we already have a



certificate for you. If you are unsure, please send us a new one, as some policies are renewed annually.

- This certificate is required for us to confirm your booking.
- Return the contract, deposit, and insurance certificate within 30 days – **your booking is not confirmed without the signed contract, paid deposit and certificate of insurance**

PAY THE DEPOSIT VIA PHONE, IN PERSON, OR POST

- Print one copy of your deposit invoice
- Follow the instructions located at the bottom of your deposit invoice
- You can pay the deposit by credit card (limit of \$5000 for credit cards) or cheque
- Pay the deposit within 30 days

CONFIRMATION SHEETS

- Confirmation sheets inform us about the final number of participants, dietary and medical restrictions, and allow you to confirm your arrival and departure time.
- Confirmation sheets are due two weeks prior to your arrival

CANCELLATION POLICY

Late cancellations cause significant hardship for our charitable operation, and impede our ability to provide affordable programs and services. As a result, if a written cancellation is received prior to the scheduled start date of your booking, the following conditions apply:

- **Less than 60 days notice - your group/organization will be billed for 90% of the total booking cost**
- **60-90 days notice – deposit is forfeited**
- **Over 90 days notice – deposit will be returned less an administration fee of \$100.00**

Cancellations must be submitted in writing.



PROGRAM SCHEDULE

YOUR PROGRAM SCHEDULE

Approximately two months before your visit, we will send you a draft program schedule. Program schedules are relatively fixed and based on the time required to deliver each activity and the overall schedule with other groups at camp. Some flexibility in terms of timing of activities is required, as we balance the needs of groups with space and staffing availability.

ARRIVAL AND DEPARTURE

For Overnight groups, arrival is normally 10am, and departure is 2pm. For Day groups, arrival is 9am and departure is 4pm. If you need to arrive or depart at another time, please let us know at the time of your booking (or as soon as you know), so that we can adjust your schedule accordingly. There may be additional fees for changes to arrival or departure times.

ACTIVITIES AND PROGRAMS

Programs are designed as an introductory, experiential activity in an outdoor environment and follow relatively set schedules based on the program type you have selected – Outdoor Adventure, Teambuilding and Leadership, or the Environmental Stewardship Program. Students need to be placed in Activity Groups of up to 14 participants, and a school chaperone should be assigned to each group. Most of our clients find that having students in different groups for activities versus cabins benefits the teambuilding aspect of the experience. One Y staff instructor is assigned to each activity group and will teach and lead the activities. Students benefit most from the activities when chaperones are engaged with the group, providing support, encouragement, and behavior management (if required). Staff and Instructors reserve the right to terminate any activity if weather, participant behaviour, or other factor is jeopardizing the wellbeing or safety of participants, chaperones, or staff.

Rotations give each group an opportunity to try several activities. Depending on the number of activity groups you have, the program availability and the length of your stay at camp, it is not always possible to have each group do all of the same activities. We find that students enjoy sharing stories of the different activities with each other.

On a typical schedule for overnight groups, the 6:45-8:00 evening time block consists of an evening activity. Camp staff and teachers/chaperones work together to decide what would best suit the group on that particular day. The children may have lots of energy to run around, or perhaps they are feeling tired and a lower energy game is the way to go.

SOME OF THE CHOICES FOR EVENING ACTIVITIES

- Active group games such as Capture the Flag, Animal Game, etc.
- Lower energy group games run by our staff
- Prepare skits/songs to present at campfire
- Disc Golf



OVERNIGHT PROGRAM SCHEDULE EXAMPLE

Stoneybrook School

Program: Outdoor Adventure
Arrival: 10:00 am May 22, 2016
Participants: 58, ages 10-12

School Contact: Ms. Awesome Teacher
Departure: 2:00 pm May 24, 2016
Number of Activity Groups: 5

Time	Day One	Day Two	Day Three
7:45		Wake up	Wake up
8:10		Games @ Flagpole	Cabin Clean up & Move Out
8:30		Breakfast	Breakfast
9:15		<i>*Teacher Led Activity/Supervision</i>	<i>*Teacher Led Activity/Supervision</i>
9:45		Arrival, Icebreakers, Orientation, Tour, Move in to cabins	Rotation # 2
10:00			
12:15	<i>*Teacher Led Activity/Supervision</i>	<i>*Teacher Led Activity/Supervision</i>	<i>*Teacher Led Activity/Supervision</i>
12:45	Lunch	Lunch	Lunch
1:30	<i>*Teacher Led Activity/Supervision</i>	<i>*Teacher Led Activity/Supervision</i>	Closure, Load Bus, Depart
2:00	Rotation # 1	Rotation # 3	
5:00	<i>*Teacher Led Activity/Supervision</i>	<i>*Teacher Led Activity/Supervision</i>	
5:30	Dinner	Dinner	
6:15	<i>*Teacher Led Activity/Supervision</i>	<i>*Teacher Led Activity/Supervision</i>	
6:45	Choice of evening activity	Choice of evening activity	
8:00	Campfire Program	Campfire Program	

Rotation	#1	#2	#3	#4
Group 1	Orienteering	Rock Climbing	Canoeing	Archery/Hike
Group 2	Orienteering	Canoeing	Archery/Hike	Rock Climbing
Group 3	Canoeing	Orienteering	Hike/Archery	Rock Climbing
Group 4	Canoeing	Rock Climbing	Archery/Hike	Orienteering
Group 5	Archery/Hike	Orienteering	Canoeing	Rock Climbing



DAY PROGRAM EXAMPLE SCHEDULE

Stoney Brook School Day Trip

Program: Teambuilding and Leadership

Arrival: 9:00am May 3, 2016

Participants: 42 participants, ages 10-12

School Contact: Mr. Awesome Teacher

Departure: 4:00pm May 3, 2016

Number of Activity Groups: 3

Time	Activity
9:00 – 9:30	Arrival, Icebreakers, Orientation, Games
9:30 – 12:00	Rotation # 1
12:00 – 1:00	Lunch (bring your own) & Transition
1:00 – 3:30	Rotation # 2
3:30 – 4:00	Mass Game (Capture the Flag), Debrief & Closure
4:00	Load Bus & Depart

	Rotation #1	Rotation #2
Group 1	Teambuilding	Archery and Orienteering
Group 2	Teambuilding	Kayaking
Group 3	Canoeing	Teambuilding



GUIDELINES AND EXPECTATIONS

To make your stay safe and pleasant, we ask all teachers and chaperones to thoroughly read and comply with the following:

- The school or client group representative must obtain informed consent from parents/guardians and participants for the activities (and associated risks) that will take place at The Y Outdoor Centre. Please share our Risk Awareness Document with participants and parents/guardians.
- The school is required to provide adult (parents and teachers) supervision in order to have one adult in each cabin and one adult in each activity group (as a minimum). This requires a 1:9 chaperone to child ratio for overnight groups and a 1:14 ratio (or one per activity group) for day groups. One chaperone for every 9 (overnight) or 14 (day) students is complementary.
- One teacher/chaperone must be designated as the first aid attendant; teachers/chaperones are responsible for overseeing first aid given to their students. A first aid kit is required for the attendant. A vehicle must be brought to the site and must be available and designated as the emergency vehicle. One teacher/chaperone must be designated as the emergency vehicle driver (may or may not be the same person as the first aid attendant). Ambulance service will be called when required and will be the financial responsibility of the injured party. Camp Thunderbird staff will help provide first aid if needed. Please note that the Y will not provide medication.
- The school must collect participant medical information and bring it Camp Thunderbird to assist the school teachers/chaperones with the care of the students. The school will notify Camp Thunderbird of severe medical conditions using the "Confirmation Sheets".
- Health regulations require that food consumed in the dining hall be prepared by camp staff. Food allergies and dietary requests must be indicated on the "Confirmation Sheets", and most limitations can be accommodated. We ask that in general, schools not bring any additional food to camp. We have limited storage space for food, thus any additional food will need to be stored in the first aid vehicle.
- No food is kept in the cabins (a health and safety precaution). Any damage or unnecessary cleaning that is caused by food in the cabins will result in a charge.
- We ask that peanut and nut products are not brought to Camp Thunderbird. We reserve the right to confiscate any nut products. If Camp confiscates an item that needs replacement (such as a sandwich), a comparable item will be offered with a fee.
- A group's behaviour, program objectives, and activities must be consistent with the values and mission of the YMCA-YWCA of Vancouver Island.
- Staff and Instructors reserve the right to terminate any activity if weather, participant behaviour, or other factor is jeopardizing the wellbeing or safety of participants, chaperones, or staff.
- Lifejackets/PFDs must be worn by all children and adults while boating and on boating docks. Camp Thunderbird staff must lifeguard while student & adult participants are in the swimming/waterfront area.
- Groups may not have media relations on YMCA-YWCA property without the prior written consent of the CEO.
- Damage to facilities, equipment or the environment will be assessed at replacement value and charged in addition to the fee.
- Alcohol is not permitted. Thunderbird is a non-smoking facility. Those adults needing to smoke must leave camp property to do so.
- Camp staff will manage all outdoor campfires, in designated campfire sites only.
- Pets are not permitted.

Failure to comply with these Guidelines and Expectations may result in decreased priority for future bookings or the termination of the contract and the removal of the group from the site. If there are any questions regarding the policies detailed above, please feel free to email tbirdoutdoored@vancouverisland.ca.



TWO MONTHS BEFORE YOUR VISIT

(If your visit starts June 10 then your deadline is April 10)

****THIS IS THE DEADLINE FOR CHANGING THE MINIMUM NUMBER OF PARTICIPANTS FOR WHICH YOU WILL BE BILLED**** After this date, you will be billed for 90% of the confirmed number of participants, or the total number of participants attending, whichever is greater. Please contact the Program Manager if you know of a change in numbers.

THINGS TO DO TWO MONTHS PRIOR TO YOUR VISIT:

- Discuss trip goals and behaviour with students
- Distribute gear list and permission forms (school specific) to parents/guardians
- Begin collecting dietary and medical information
- Send home Financial Assistance Forms and collect them and mail or fax them to us

PUTTING OUT THE CALL FOR CHAPERONES:

- We require a ratio of 1 adult per 9 students (include yourself and other teachers) for overnight groups and 1 adult per 14 students (or per activity group) for day groups. You will be charged for additional adults. If you have an Educational Assistant for a special needs camper, or a parent to accompany a special needs camper, they are complementary.
- Chaperones are very physically active, and will need to be able to walk ~10km a day.
- Chaperones scheduled to do kayaking should be prepared to get wet if the group is doing wet exits (a wet exit is when one exits at kayak by over-turning it and sliding out underwater).
- Chaperones are responsible for supervising between 9 and 14 students and supporting the Camp Thunderbird Instructors.



TWO WEEKS BEFORE YOUR VISIT

CONFIRMATION SHEETS:

- No later than two weeks before your visit, please send your confirmation sheets (dietary and medical information) to us at tbirdoutdoored@vancouverislandy.com or by fax (250) 642-3980

FINANCIAL AID APPLICATIONS: Completed financial aid documents are due to Registration Services two weeks before your visit.

AT THIS TIME YOU MAY ALSO WANT TO:

- Fill in activity and cabin group sheets; keep these and bring them to camp
- Send a reminder to parents about trip details
- Review trip goals and behaviour with students
- Compile your health information
- Review Guidelines and Expectations with chaperones
- Confirm transportation

ALSO TO THINK ABOUT:

- First Aid Kit including any medications your students need
- First Aid vehicle and driver
- Please **do not bring a cheque** to Camp Thunderbird. We will send you a final invoice after the event has taken place so we can make any necessary adjustments to the cost.

DAY OF ARRIVAL

Upon your arrival, camp staff will meet your group. Your Group Coordinator will meet with teachers and chaperones while other staff will play icebreaker games with the students. Overnight groups will do a tour and have a community meeting with camp staff at which we will go over guidelines for their time at the Camp Thunderbird. Day groups will also have a short community meeting.

FOR YOUR MEETING WITH YOUR COORDINATOR YOU WILL NEED:

- Name of designated first aid person
- Description of designated first aid vehicle
- Actual number of participants and adults attending
- Any last minute changes to dietary requirements
- Any questions you have

AFTER THE VISIT

After your visit Registration Services will send you a final invoice via email

- Send final payment
- **If you would like to request a booking for next year please submit a new booking form**



CAMP THUNDERBIRD FORMS

These forms are for your use to divide your students into groups.

We do not need copies of these forms, however we recommend that chaperones receive copies of the groups and your schedule as they are responsible for the supervision of these students.

It is important to note our expected group sizes, shown in the chart below, before making your activity groups. Also, please check with us about which cabins you have been assigned to find out how many beds those cabins have before completing the Cabin Group Template.

ACTIVITY GROUP SIZES

Range (Groups of 10-14 participants)	Thunderbird Staff Provided for Activity Groups
1-14	1
15-28	2
29-42	3
43-56	4
57-70	5
71-84	6
85-98	7
99-112	8
113-126	9
127-140	10



CABINS AND BEDS

Cabin Type	Cabin Names	Beds per Cabin	Total Beds
Animal (formerly Explorer) Cabins (6) <ul style="list-style-type: none"> ▪ <i>Electricity</i> ▪ <i>Heat</i> ▪ <i>3-piece washroom in cabin</i> 	<ul style="list-style-type: none"> ▪ Newt ▪ Squirrel ▪ Deer ▪ Eagle ▪ Raven ▪ Crow 	12 12 12 12 12 12	72 beds (66 for students & 6 for chaperones)
Yurts <ul style="list-style-type: none"> ▪ <i>Shower and washroom house nearby</i> ▪ <i>Skylights</i> 	<ul style="list-style-type: none"> ▪ Snapper ▪ Chinook 	12 12	24 beds
Shrub (formerly Pioneer) Cabins (6) <ul style="list-style-type: none"> ▪ <i>Hot outdoor showers & sinks near cabins</i> ▪ <i>Washrooms & outhouses near cabins</i> ▪ <i>Skylights</i> 	<ul style="list-style-type: none"> ▪ Huckleberry ▪ Salmonberry ▪ Salal ▪ Kinnikinnick ▪ Oceanspray ▪ Nettle 	12 12 12 12 12 12	72 beds (66 for students & 6 for chaperones)
Tree (formerly Outpost) Cabins (6) <ul style="list-style-type: none"> ▪ <i>Lights</i> ▪ <i>Outhouses near cabins</i> 	<ul style="list-style-type: none"> ▪ Hemlock ▪ Pine ▪ Maple ▪ Alder ▪ Arbutus ▪ Fir 	10 10 10 10 10 10	60 beds (53 for students & 6 for chaperones)



ACTIVITY GROUP TEMPLATE

	<u>Group:</u>	<u>Group:</u>
Teacher/Chaperone:		
Students:		
1)		
2)		
3)		
4)		
5)		
6)		
7)		
8)		
9)		
10)		
11)		
12)		
13)		
14)		

(Activity groups range in size from 10-14 students. Please check the number of groups assigned to your visit on your contract. If the number of students attending changes please contact us to ensure a group will not be subtracted, or need to be added.)



CABIN GROUP TEMPLATE

	<u>Cabin Group:</u>	<u>Cabin Group:</u>
Teacher/Chaperone:		
Students:		
1)		
2)		
3)		
4)		
5)		
6)		
7)		
8)		
9)		
10)		
11)		

	<u>Cabin Group:</u>	<u>Cabin Group:</u>
Teacher/Chaperone:		
Students:		
1)		
2)		
3)		
4)		
5)		
6)		
7)		
8)		
9)		
10)		
11)		



RECOMMENDED GEAR LIST – OVERNIGHT GROUPS

Camp Thunderbird is a nut-safe zone. Please leave nut product at home.

The following list is a packing guide for your child's upcoming experience at YMCA-YWCA Camp Thunderbird. Please use your judgment and pack what they will need, but try to keep baggage to a minimum.

WHAT TO WEAR TO CAMP:

CLOTHING – Be sure to check the weather before dressing for camp. Temperatures at Camp Thunderbird can be 5 degrees cooler than Victoria. Have your child wear clothes they can be active in. Jeans are not good on rainy days – once wet they can really slow down a child's ability to participate in the activities and can increase the risk of hypothermia.

STURDY SHOES - Lace up sneakers or light hikers are the best. New hiking boots just for camp are not necessary and can cause blisters.

SUN HAT AND SUNSCREEN

WHAT TO PACK FOR CAMP

SLEEPING BAG - This should be a 3 - season bag. Rated to 5°C. Extra blankets work in a pinch

PILLOW - optional

COMPLETE CHANGES OF CLOTHES (dependent upon the length of stay) - underwear, socks, shorts, pants, t-shirts, sweater, warm jacket, and pyjamas

TOQUE - For chilly evenings

TOILETRIES - Tooth brush, toothpaste, soap, sunscreen

DAY PACK - This is to carry the rain gear, water bottle, towel, bathing suit, sunscreen etc.

RAIN GEAR – An affordable poncho works great! A hood helps a great deal.

BATHING SUIT AND TOWEL

WATER BOTTLE

FLASH LIGHT

EXTRA SHOES OR RUBBER BOOTS

SLIPPERS OR SANDALS - For inside the cabins

OPTIONAL – camera, insect repellent

SCHOOL ITEMS - Exercise books, pens and pencils, if the teachers wish

PLEASE label everything with the student's name and school!

Lost and found will be held at the Camp for 2 weeks after which it will be donated to those in need.

PLEASE DO NOT BRING:

Knives, money, valuables, music devices, cell phones, perfumes or scents, FOOD, personal video games or other electronics.



**YMCA-YWCA
Vancouver Island**

FINANCIAL ASSISTANCE

YMCA-YWCA Vancouver Island is a registered charity and believes that everyone should have the opportunity to take part in our programs. Financial Assistance is available to those who are unable (not unwilling) to pay full participation fees. Subsidies are available for all Camp Thunderbird residential programs. Please call the camp office for more information.

To apply for Financial Assistance, the school completes the “Financial Assistance Form for Schools” for the entire group, and the family of each participant requesting support fills out the “Financial Assistance Form for Families”. The teacher will gather all of these documents and forward them to Registration Services.

The Y will then look to access funds and assist those students who could not otherwise attend. Please help us to stretch these funds to as many children as possible; these funds are not meant to take the place of fundraising. These forms are due two weeks before your arrival date at camp. The [Financial Assistance Form is available online](#), or email us to forward you a copy.

THANK YOU

Thanks for partnering with us to create an outdoor education experience for your students. We are looking forward to seeing you at camp! If you have any questions, please contact us.

Langford (Westhills) Address

YMCA-YWCA of Vancouver Island
202-1314 Lakepoint Way
Langford BC V9B 0S2
Fax: (250) 380-1933

Camp Thunderbird Address

Camp Thunderbird
5040 Glinz Lake Road
Sooke BC V9Z 0E3

Program Manager:

(250) 386-7511 ext. 430 (Westhills)
(250) 642-3136 (Camp)
(250) 642-3980 (Camp fax: May-Sept only)
tbirdoutdoored@vancouverislandy.ca

Registration Services:

Contracts and billing
(250) 386-7511 (Westhills)
(250) 380-1933 (Fax)
registration@vancouverislandy.ca