

CHAPERONE LETTER



McDowell Environmental Center
105 Delong Road
Nauvoo, AL 35578

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. 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 to you 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 they 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.

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!

Jen Kopnicky, Director
jenk@campmcdowell.com
205.387.1806 ext. 109

Carrie Evans, Program Coordinator
pc@campmcdowell.com
205.387.1806 est. 108

School: _____ Please circle one: Teacher / Chaperone

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McDowell Environmental Center ADULT HEALTH FORM

All information is confidential-PLEASE PRINT NEATLY!

Name: (Last)		(First)	(Middle)	Date of Birth:	Sex: Female Male (Please circle one)
Height/Weight:	Email Address:		Preferred name (if different from above):		
Address: Code:			City:	State:	Zip
Cell Phone:		Work Phone:		Other Phone:	
Emergency Contact: (Last)			(First)	Relationship to you/Phone Number:	
Primary Physician:				Physician Phone:	

Do you have any known allergies? N / Y To
What: _____

Are you on a special diet? N / Y Please explain: _____

Health problems: _____

PHOTO RELEASE AND PERMISSION TO CONTACT

I give permission for any photos or videos taken of me during the educational program at the Center to be used for the public relations of the program. I give permission for Camp McDowell to contact me regarding future programs and promotions.

MEDICAL AUTHORIZATION AND RELEASE

Should I sustain or incur any accident or illness while attending McDowell Environmental Center, I hereby authorize the Director, her agent or a school official to execute any and all documents in my behalf, including necessary releases, which might be required by a medical facility to perform emergency care.

This is to certify that I am in good physical condition and that the information provided is accurate to the best of my knowledge.

I authorize McDowell Environmental Center to allow medical agencies (including, but not limited to, hospitals, physician's offices, health clinics, dental clinics, pharmacies) to read the information contained in the accompanying Health Form. I agree that the information used will be limited to information necessary to fulfill the need or purpose for the disclosure.

All health information is considered confidential and will be shared only on a need to know basis to ensure your safety.

ACCIDENT INSURANCE DISCLAIMER

All attending adults are responsible for all incurred medical expenses while at McDowell Environmental Center (MEC). MEC accident insurance covers student participants ONLY. This is to certify that the information provided is accurate to the best of my knowledge.

Name (Please Print)

Name of Child, if attending (Please Print)

Signature

Date

PLEASE RETURN TO THE TEACHER ASAP

ADULT ACKNOWLEDGEMENT OF RISK FORM

WAIVER OF LIABILITY for McDowell Environmental Center

Camp McDowell - 105 Delong Road - Nauvoo, AL 35578



Dear Adult Participant,

Your group has chosen one or more of the following for your school to participate in at McDowell Environmental Center: Team Challenge, Power Pole, Climbing Wall and/or Trust Swing.

Team Challenge is a series of challenges and obstacles for a group to overcome. The purpose of the course is to teach teamwork and cooperation. At times, participants will be two to six feet off of the ground on ropes, cables or logs. During these activities, participants will depend on one another for physical and emotional support *and* on our instructor to guarantee strict adherence to safety guidelines.

The Power Pole, Climbing Wall and Trust Swing are all twenty to thirty feet high ropes course elements. While off the ground, all participants will be secured by a rope and harness safety system operated by a trained instructor. The purpose of these activities is to build group trust and self-confidence.

Our insurance carrier requires that all participants have a signed waiver which holds Camp McDowell and its staff harmless from any and all liability if an accident should occur. Camp McDowell has used these activities since 1974, and *this requirement is not the result of any problems, injuries or accidents at the camp*, but simply a requirement of the liability insurance carrier.

By signing this waiver, you accept responsibility for willingly participating in a program where there are certain inherent risks and dangers. **Please note that you have the choice not to participate.** You must understand that the risk involved in participation may also include loss or damage to personal property, physical or psychological damage and/or injury not excluding fatality due to accidents which may occur. You understand that, in case of injury, initial treatment may be performed by the staff of Camp McDowell and there may be need for transportation to medical facilities in Jasper, Alabama.

After reading above, I certify that I am completely healthy (both physically and emotionally) and capable of participating in these activities. I understand that it is solely my responsibility to determine whether there is any medical reason that I should not participate in any of the activities.

I assume all of the above inherent risks and any other ordinary risks incidental to the nature of these activities which are not specifically foreseeable. I will hold Camp McDowell harmless from any and all liability, actions, causes of action, debts, claims and demands of every kind and nature whatsoever, whether for bodily injury, property damage or loss otherwise which may arise from my participation. By signing this waiver I release Camp McDowell and its staff from any negligence incurred. I enter into this activity voluntarily, and take full responsibility for the decision for myself to participate or not to participate.

PLEASE NOTE THAT YOU CANNOT PARTICIPATE UNLESS YOU RETURN THIS SIGNED FORM!

Name (Please Print)

Name of **Child**, if attending (Please Print)

Signature

Date

PLEASE RETURN TO THE TEACHER ASAP

Directions to Camp McDowell

Birmingham and Montgomery: Take I-65 North in Birmingham. Get off at exit 265A, headed onto I-22 towards Jasper. Take Exit 63 and turn right onto 269 North into Jasper. Turn right at second light onto 18th St. and an immediate left onto 9th Ave. which will turn into HWY 195. Take Highway 195 North 13 miles to Camp McDowell. Camp entrance will be on your right.

From Huntsville: Take I-65 South to Cullman; take U.S. 278 west to Double Springs; take Highway 195 South 10 miles to Camp McDowell. Camp entrance will be on your left.

From Tuscaloosa: Take Highway 69 north to Jasper; take Highway 195 north 13 miles to Camp McDowell. Camp entrance will be on your right.

From the Shoals: Take Highway 43 south from Florence to Russelville; take 243 from Russelville until that road ends then take 195 south to Double Springs; take Highway 195 South 10 miles to Camp McDowell. Camp entrance will be on your left.

From the Tupelo, MS area: Take I-22 to the Hamilton/Highway 278 exit. Follow highway 278 about 40 miles to Double Springs. Turn **right** on Highway 195 South. Take HWY 195 South 10 miles to Camp McDowell. Camp entrance will be on your left.

Please come to the Welcome Center, the second building on the left side of the camp road (about 1 mile from Highway 195).