

Secondary Outdoor School

September 16-20, 2019

CAMP CHEROKEE
433 Gilpin Bay Road, Saranac Lake, NY 12983
518-891-3520



Living at Outdoor School

It is with great pleasure that the Education and Youth Departments of the New York Conference welcome you to this year's Outdoor School Experience. It is our prayer that this week will be a time where your staff and students will get to see Jesus closely through His second book; nature.

The goals of Outdoor School are simple, but they are vitally important. The goals are:

- To see Jesus in His creation, facilitating a beginning-of-the-year spiritual experience.
- To learn academic and/or leadership skills.
- To facilitate bonding between all participants.

In order for these goals to be realized careful planning must be undertaken. While the Camp Cherokee Staff are available to help facilitate this experience, the level of their availability changes from year to year. Therefore, we ask that the planning checklists found at the end of this document be completed and returned to the New York Conference Education and Youth Departments no later than September 3, 2019. This will allow us to review the program and ensure that all elements are in place prior to your arrival.

At Outdoor School students will live in a cabin with staff supplied by your school who will act as that cabin's counselor. During the day, students will be under the supervision of different staff members at different times. It is expected that all students will help both education and camp staff by being cooperative, respectful, and responsible at all times. It should be noted that the bulk of supervision responsibilities falls on the school staff since the camp staff is minimal in numbers and will have a primary responsibility of running camp activities.

Each day participants will share in jobs, which are an important part of Outdoor School. Each cabin group, at one time or another, will sweep floors, clean tables and scrape dishes, clean bathroom facilities, and clean up the grounds. See the cleaning and flag rotation at the end of this document. In addition, each participant will be responsible for keeping your bunk area and cabin neat and clean.

Each morning and evening we will meet for worship. During worship, participants will sit together as a cabin group with your counselor and participate appropriately. After morning worship, you will go directly to your first activity/class. After evening worship, you will return to your cabin with your cabin counselor, and prepare for bed.

In addition to evening and morning group worships, a time has been set aside for your students to engage in personal devotions. You should instruct your team to encourage their participants to take full advantage of this time. While it is our common practice to have the pastor/guest speaker come to each cabin one time to do a cabin worship, experience has showed us that the cabin counselor's ability to lead out in a worship time is key to modeling authentic Christianity and to empower young people to have their own private time. We recommend you make this an expectation for those supervising adults in the cabins. Whether or not you choose to take advantage of this special time, you are asked to maintain extreme quiet so that your counselor and cabin mates can enjoy their devotional time.

Arrival

Prior to arriving at Outdoor School, all participants will be assigned to sleeping quarters for the week (see the sheet for lodging at the end of this document). All luggage, sleeping bags, and other gear should be unloaded upon arriving once leaders have checked in with the Camp Director. This time frame can be tumultuous if not properly supervised, so please have a plan in place for students to be properly supervised during this time. The camp is situated on a black lake and in the middle of an extensive wooded area, and it only takes a few minutes of poor supervision to result in an emergency. Therefore, it is vital that students be well supervised at all times, but especially at this time.

Packing List

Clothing and Equipment

The following is a ***suggested list*** of items to bring. To prevent loss, please use a permanent felt pen or name tag to clearly mark all clothing and personal equipment with your name. **Student cell phones must be left with assigned school personnel for safe-keeping.** You may arrange with your teacher to use your phone at certain times of the day to call your parents.

DO NOT BRING RADIOS, CD AND DVD PLAYERS, IPODS, ELECTRONIC GAMES, LAPTOPS, COMIC BOOKS, KNIVES, MATCHES, CANDY, GUM OR FOOD.

Packing Checklist:

Luggage

Is your luggage tagged?

Bedding

Sleeping bag or 2-blanket bedroll and sheet
Pillow and case

Clothing

Shirts, warm jacket, raincoat or rain poncho and head covering, pajamas, shoes and tennis shoes, modest swimsuit, jeans, socks, underwear, slippers, waterproof boots or extra shoes, plastic bag for dirty clothes.

Toilet Kit

Bath towels, soap and container, shampoo, toothbrush and paste, washcloths, comb and brush, deodorant

Equipment

Flashlight, pencil and pen, Bible, notebook, water bottle

Optional Items

Backpack, baseball glove, running gear, camera, binoculars, safety pins to repair clothing, ping-pong paddle

Rules for Outdoor School

These rules will help ensure that everyone can equally and safely share the pleasure and benefits of Outdoor School. While at Outdoor School, all of us are expected to behave in a manner that will respect the rights of others and to abide by the following specific rules:

1. Leave the campgrounds only under the direction of your counselor or school staff. Boundaries are explained at the opening Orientation. Your counselor **must** know where you are at all times.
2. Students are not permitted to be at the waterfront or pool without adult supervision.
3. Protect yourself and others by not throwing rocks and other items.
4. Run only in places designated by the director.
5. A quiet atmosphere will be maintained from 9:30 P.M. to 6:30 A.M.
6. Protect living plants and animals from injury or destruction. Collecting of scientific specimens is permitted only under the guidance of a counselor or teacher.
7. Report any injury or sickness to your counselor immediately, day or night.
8. Comply with the Outdoor School schedule. You are responsible for being where you are supposed to be when you are supposed to be there.
9. Possession or use of alcohol, drugs or tobacco in any form will forfeit your attendance at Outdoor School.
10. Girls are not permitted to be in the boys' cabins/restroom areas. Boys are not permitted to be in the girls' cabins/restroom area.

This is an extension of the regular school program, and the usual school rules apply.

Continuous sounding of an alarm will indicate a fire or serious emergency in camp, and everyone should assemble immediately at the ball field.

Classes, Groups, Team Building and Recreation

There are four main types of activities at Outdoor School that help to achieve the goals outlined in the introductory statement of this document. These activities are not described below and need to be adequately planned when the planning checklist is submitted.

Classes

Three class periods are planned daily. These should cover meaningful curricular material that is best learned outside, whether that be microscopic organisms, plant identification, or any other topic needed by students. It is planned that three teachers will each teach a class on any given day, and students that are on campus will rotate through those classes.

Recreation

Camp recreation activities will be available twice a day. These may include boating activities (such as tubing or knee boarding), non-powered watercraft (such as canoeing), rock climbing, pool, and ball field. While the desired activities need to be planned and submitted with the planning checklist, students can choose these activities while on campus during the meals immediately preceding these recreation times.

Team Building

In the evening following flag raising there is time for an all-camp team building activity. Some groups prefer to use this as an opportunity for kick ball, capture the flag, ultimate disc, soccer, or other such sports. Some groups prefer to have team building activities rather than sports. Either way, your staff is responsible to plan these activities and submit the plans for the activities with the planning checklist. Camp staff may be available to help with this, but you should plan on having all your school staff be available for supervision of this event.

Off-Campus Groups

There are several off campus groups that can be done from camp. These take careful planning, as well as staffing. It is recommended that students rotate through these throughout the week, meaning that they will be given the chance to be on campus one day and off campus two days. While there is flexibility on student choices, they **must** sign up for two off campus activities, and these signups must be submitted with the planning checklist.

NOTE: The following is the recommended schedule for Outdoor School. Any change to this schedule must be approved by the New York Conference Education and Youth Departments prior to the submission of the Preparation Checklist Items.

Outdoor School Schedule

September 16-20, 2019

Monday:

Arrive and get settled by 4:00 p.m. (**Arrive no earlier than 3:00 p.m.**)

4:00	Camp orientation and rec sign-up	
4:45-5:45	Recreation	(Recreation Supervisors)
6:00	Supper	(Cabin Counselors)
6:45-7:50	Team-Building/Evening Activity	(Team Bldg Coordinator & Teachers)
	Gear-packing (as necessary)	(Team Leaders)
8:00	Worship/Campfire	(Cabin Counselors)
9:15	Cabin Worship	(Cabin Counselors)
9:30	Lights out	

Tuesday-Thursday:

7:30	Cabin Worship	(Cabin Counselors)
7:50	Flag Raising	(Cabin Counselors)
8:00	Breakfast and work assignments	(Cabin Counselors)
9:00	Worship	(Cabin Counselors)
9:30-11:00	Class 1 (off campus groups leave)	(Teachers)
11:15-12:15	Recreation 1	(Recreation Supervisors)
12:30	Lunch and work assignments	(Cabin Counselors)
1:30-2:30	Recreation 2	(Recreation Supervisors)
2:45-4:15	Class 2	(Teachers)
4:20-5:50	Class 3	(Teachers)
6:00	Supper & work assignments (off campus groups return for supper)	(Cabin Counselors)
7:00	Flag Lowering	(Cabin Counselors)
7:10-7:50	Team-building/Evening Activity	(Team Bldg Coordinator & Teachers)
8:00	Worship	(Cabin Counselors)
9:15	Cabin Worship	(Cabin Counselors)
9:30	Lights out	

Friday:

7:30	Breakfast	(Cabin Counselors)
8:00	Work assignments & clean cabins	(Cabin Counselors)
8:45	Worship & picture	(Schools)
9:45	Depart	

Cleaning and Flag Rotations

<i>Cleaning After Breakfast</i>				
Cabin	Monday	Tuesday	Wednesday	Thursday
Hill 1	NA	Sweep Chapel	Garbage Patrol	Garbage Patrol
Hill 2	NA	Sweep/Mop Caf	Sweep Chapel	Garbage Patrol
Hill 3	NA	Boys' Bathroom	Sweep/Mop Caf	Sweep Chapel
Roost	NA	Girls' Bathroom	Boys' Bathroom	Sweep/Mop Caf
Sunset	NA	Garbage Patrol	Girls' Bathroom	Boys' Bathroom
Lakeview	NA	Garbage Patrol	Garbage Patrol	Girls' Bathroom

<i>Cleaning After Lunch</i>				
Cabin	Monday	Tuesday	Wednesday	Thursday
Hill 1	NA	Garbage Patrol	Garbage Patrol	Girls' Bathroom
Hill 2	NA	Sweep Chapel	Garbage Patrol	Garbage Patrol
Hill 3	NA	Sweep/Mop Caf	Sweep Chapel	Garbage Patrol
Roost	NA	Boys' Bathroom	Sweep/Mop Caf	Sweep Chapel
Sunset	NA	Girls' Bathroom	Boys' Bathroom	Sweep/Mop Caf
Lakeview	NA	Garbage Patrol	Girls' Bathroom	Boys' Bathroom

<i>Cleaning After Dinner</i>				
Cabin	Monday	Tuesday	Wednesday	Thursday
Hill 1	Garbage Patrol	Garbage Patrol	Girls' Bathroom	Sweep/Mop Caf
Hill 2	Sweep Chapel	Garbage Patrol	Garbage Patrol	Boys' Bathroom
Hill 3	Sweep/Mop Caf	Sweep Chapel	Garbage Patrol	Girls' Bathroom
Roost	Boys' Bathroom	Sweep/Mop Caf	Sweep Chapel	Garbage Patrol
Sunset	Girls' Bathroom	Boys' Bathroom	Sweep/Mop Caf	Garbage Patrol
Lakeview	Garbage Patrol	Girls' Bathroom	Boys' Bathroom	Sweep Chapel

<i>Flag Lowering and Raising Schedule</i>				
	Monday	Tuesday	Wednesday	Thursday
Flag Raising	NA	Hill 1	Hill 2	Hill 3
Flag Lowering	Male Staff	Roost	Sunset	Lakeview
				Female Staff
				NA

Staff Assignments

The following areas need to have a staff assigned to them. It typically works best if the same staff is assigned to the same area throughout the week.

Staff Names	Area
1.	Roost Counselors
2.	
1.	Lakeview Counselors
2.	
1.	Sunset Counselors
2.	
1.	Hill 1 Counselors
2.	
1.	Hill 2 Counselors
2.	
1.	Hill 3 Counselors
2.	
	Waterfront (Motorized Boats)
1.	Non-powered Craft (canoes and such)
2.	
	Archery
	Pool
1.	Ball Field
2.	
	Horses
	Activities Coordinator
1.	Kitchen Crew
2.	

Staff Responsibilities

General Staff Responsibilities: Because Camp Cherokee is located on a black lake (the sediment is so thick that it is dark in the water and difficult to find any lost children in the water) and is in the middle of a large wooded forest, it is imperative that supervision be very well maintained. All staff are responsible to make sure students are accounted for at all times. All staff are required to enforce all school rules that apply at camp, to enforce all camp rules, and to help camp staff as needed.

Cabin Counselors: Cabin counselors are responsible for the wellbeing of the students assigned to their cabins. Their responsibilities include:

- Doing morning and evening devotions in their cabin with their students.
- Eating all meals with their cabins.
- Helping to keep their cabins clean.
- Sitting with their cabins at worship.
- Helping their cabins with chores and flag responsibilities.
- Sleeping in the cabin with their students.
- Being available for supervision during the team building activities.

Waterfront (motorized boats): Be present on the dock at the beginning of the period with the list of participating students and take attendance. Help supervise on the dock as instructed by camp staff. Stay on the dock in case of emergency.

Non-Powered Craft: Be present on the dock at the beginning of the period with the list of participating students and take attendance. Help students get fitted with life jackets and help them get their craft in and out of the water. Take at least one craft out with the students so they are supervised in the water. At the end of the period help all equipment put away properly.

Ball Field: Be present on the field at the beginning of the period with the list of participating students and take attendance. Help organize and facilitate any activities happening on the field. At the end of the period put all equipment away.

Other Activity Areas: Be present at the beginning of the period with the list of participating students and take attendance. Support the camp staff as they run the area and follow their instructions.

Activities Coordinator: This individual is responsible for making sure all areas are properly staffed by your school, and that students are properly assigned to their various activities. If these items need to be adjusted the activities coordinator makes these adjustments and communicates them to the proper camp and education personnel.

Kitchen Crew: Provide all meals and help supervise any workers that are assisting with food prep and cleanup.

Camp Pastor/Guest Speaker: This individual is to spend their time facilitating worships, help build the spiritual atmosphere of the program, and participating in events so they can bond with the participants. They lead out in morning and evening worships/campfires, make evening visits

to cabins to have worships, eat meals with the participants, and spend time in classes and other activities bonding with the participants.

Off- Campus Choices

Traditionally Outdoor School offers a variety of off-campus activities. The number of activities is dictated by the number of students and staff available to facilitate the activities. At times Camp Cherokee staff may be available to help with some of the activities, but we will be relying on your school to assign staff and/or volunteers to these areas.

Below are the different off-campus choices that could be made available. Please check off the activities you would like to participate in.

- ☐ Wilderness Survival Camping (maxes out at 12 students with a minimum of two adults).
- ☐ Geocaching/Letter Boxing (maxes out at 12 students with a minimum of two adults, assuming there is vehicle space for this many).
- ☐ Horseback Riding (maxes out at 6 students with two adults).
- ☐ Mountain Biking (maxes out at 6 students with two adults).
- ☐ Canoeing (maxes out at 10 students with two adults).
- ☐ Backpacking (maxes out at 10 students with two adults)
- ☐ We are open to other suggestions. Please explain below if you have another option you would like to explore.

On-Campus Choices

There are several on-campus activities that can be made available for your school. Each of these activities require a certain level of preparation and/or certified personnel, so we need to know in advance which activities to prepare for. Please check the on-campus activities below you would like your students to participate in.

- ☐ Motor boat activities (rides, tubing, sea sled, knee boarding, ...)
- ☐ Riding on and swimming off the pontoon boat.
- ☐ Non-motorized water craft (canoes, kayaks, paddle boats, ...)
- ☐ Pool
- ☐ Ball field activities
- ☐ Rock wall climbing
- ☐ Archery/knife throwing

Off Campus Assignments

Students must be assigned to two off campus groups and stay on campus for classes on one day. Please indicate which students will be going off campus on which days below.

[illegible]

Lodging

The following cabins are available for students and staff. Please indicate who will be staying in each cabin.

<i>Traditional Girls' Cabins</i>		
Cabin	Staff	Students
Hill 1	1. 2.	1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12.
Hill 2	1. 2.	1. 2. 3. 4. 5. 6. 7. 8. 9. 10.

		11.
		12.
Hill 3	1.	1.
	2.	2.
		3.
		4.
		5.
		6.
		7.
		8.
		9.
		10.
		11.
		12.

<i>Traditional Boys' Cabins</i>		
Cabin	Staff	Students
Roost	1. 2.	1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12.
Sunset	1. 2.	1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12.

Lakeview	<ol style="list-style-type: none">1.2.	<ol style="list-style-type: none">1.2.3.4.5.6.7.8.9.10.11.12.
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Traditional Cabins for Families With Small Children or Special Guests - Herrington Lodge

Room 11	Has a queen bed and two sets of bunk beds	1. 2. 3. 4. 5. 6.
Room 12	Has a queen bed and two sets of bunk beds	1. 2. 3. 4. 5. 6.
Room 13	Has a queen bed and two sets of bunk beds	1. 2. 3. 4. 5. 6.
Room 14	Has a queen bed and two sets of bunk beds	1. 2. 3. 4. 5. 6.

Pines	
Room Number	Occupants
1. (One Queen, One Bunk)	1. 2. 3. 4.
2. (One King and One Bunk)	1. 2. 3. 4.
3. (One Queen and a bunk over the top of it and a single bed)	1. 2. 3. 4.
4. (King and Two Singles)	1. 2. 3. 4.
5. (One single bed)	1.
6. (One Queen)	1. 2.
7. (One Queen, One Single, One Bunk)	1. 2. 3. 4. 5.
8. (One queen and a single)	1. 2. 3.

9. (One Queen, One Single, and One Bunk)	1. 2. 3. 4. 5.
10. (One Queen)	1. 2.

Team Building Activities

Each evening there will be an opportunity for an all group game or team building activity. Please indicate what your plans for these activities are below. You should have at least one staff member in charge of each event, but all staff members are expected to be on the field for supervision.

Day	Staff In Charge	Activity Planned
Monday		
Tuesday		
Wednesday		
Thursday		

Planning Checklist

To Be Completed And Turned In No Later Than September 3, 2019

- _____ This handbook has been reviewed with all participants (students, staff, and volunteers).
- _____ All staff responsibilities and assignments have been filled out and turned in, and these responsibilities and assignments have been communicated to all staff.
- _____ Worship speakers have been assigned/invited for the week.
- _____ The spiritual theme of the week has been chosen and communicated to worship speakers.
- _____ Class topics have been chosen and teachers have been assigned to teach these topics.
- _____ Copies of the Recreation Activity Forms have been generated so they are ready to be filled out at meal times.
- _____ Lodging for all participants have been assigned.
- _____ Staff have received the cleaning and flag rotation form and are prepared to fulfill these responsibilities.
- _____ Leaders for the team building activities have been assigned and the activities have been planned.
- _____ Student health forms and consent to treat forms have been copied and submitted to the camp.
- _____ Off campus groups have been chosen.
- _____ Students and staff have been assigned to off-campus groups. Students need to be assigned to two off-campus groups. These lists must be generated and included with this checklist.
- _____ Backup plans for bad weather have been considered for all activities.

Signature of School Representative

Date

Signature of Education Department

Date

Signature of Youth Department

Date