



## Camp New Moon Outdoor Education

Camp New Moon is pleased to provide you with an Outdoor Education Program this year. We plan to make this an exceptional experience for your group!

This information package will help you plan for your trip to New Moon this year. There may be questions that come up in your planning process, and we encourage you to call us if this information package doesn't pre-empt your questions. We are here to help! We also understand that parents will have specific questions, and the Parent/Student information Package will help guide them in their preparations as well.

Please note that we must receive the signed agreement/contract in advance of your trip (in addition to the deposit), in addition to the Participation Information Form that is part of this package. The latter outlines the obligations we both have in ensuring a successful experience, and the latter provides us with important information regarding medical and special diet information about students.

Again, if you have any questions, please do not hesitate to telephone or email us. We look forward to seeing you soon!

A handwritten signature in black ink, appearing to read "Jack Goodman".

Jack Goodman

[info@campnewmoon.ca](mailto:info@campnewmoon.ca)

416-787-4461



# Participation Information Form

Page 1

*Please complete and send BOTH PAGES this form to Camp New Moon 1 week before your scheduled visit:*

**Scan and email:**  
**info@campnewmoon.ca**

**By fax:**  
**416-785-7198**

*Please complete the following information:*

## School Information:

School name:	_____
Student Age:	_____
Mailing Address:	_____ _____ _____
Teacher/Administrator Lead Contact:	_____
Email Address:	_____
Telephone #: _____	Fax #: _____
Cell Phone #: _____	

## Participants:

Total number of students: _____	Grade(s): _____
# Females: _____	# Males: _____
Total number of supervisors/teachers: _____	
Arrival Time: _____	Departure Time: _____

The SCHOOL provides EVENING SUPERVISION After snack is served



# Participation Information Form

## Page 2

*Please complete and send this form to New Moon one week before your scheduled visit:*

*Please complete the following information where appropriate.*

School name: \_\_\_\_\_

Date of trip: \_\_\_\_\_

Identify students (and staff) who have *medical* concerns and/or *special diet requirements*; a brief description is required (eg. vegetarian, allergies, diabetes, etc.). Diet information provided in advance will allow for our kitchen staff to adequately provide alternatives if required (attach additional sheet if preferred)

Student Name:	Medical or Dietary Needs:



# PREPARATION



## Student Conduct and Safety:

At New Moon, our primary goal is to provide a SAFE and rewarding experience. We are committed to providing learning environment that is supportive and one that promotes inclusivity and respect amongst participants. Of course, safety is a primary concern at all times. A successful experience is always the result of a team effort of the New Moon staff, the teachers and of course, the students. We ask the students to follow these basic rules during their stay and ask that you go over these with your students in advance of their trip to New Moon.

Upon the groups arrival, the New Moon staff will go through the key routines and policies, from dining room service to all rules that are in place for everyone's safety. Below are some of the key rules and policies:

1. Alcohol and/or illicit drugs is prohibited.
2. Smoking is not permitted by students. If this is contrary to the school policy, please contact us. Teachers may smoke only in designated areas.
3. Please treat our facility and the great outdoors with respect. We expect the cabins and buildings to be left as they are found. The writing of Graffiti ANYWHERE is not allowed.
4. Participation in any activity requires the presence of New Moon staff, and students must follow the rules as outlined by the staff.
5. Please do not bring food into cabins.



## Students and Parents:

We are very excited that you will be part of Camp New Moon's Outdoor Education Program! It will be an exciting and rewarding experience! This information package will help you prepare for your trip.

### **Where are you going?**

Camp New Moon is located in the heart of Muskoka, on the Lake of Bays, north east of Bracebridge, 200 km north of Toronto. Our website is <http://www.campnewmoon.ca>

### **Where do I sleep?**

Camper cabins are large, having running water and electricity. Two toilets and sinks are in each cabin. Bunkbeds are built-in; Shower houses for boys and girls are nearby.

### **What will I eat?**

Our food is excellent, homemade by our experienced team. We accommodate special dietary requests (allergies, lactose intolerance, vegetarian, etc.). If you require such accommodation, please ensure your teachers know this well in advance of your trip. Camp New Moon is NUT FREE, and we ask that NO food be sent with students.

### **What will I do at camp?**

Each day is jam-packed with activities. Your school will provide details regarding departure and arrival home times. The basic schedule is as follows (times are adjusted in September to account for earlier sunsets).

<b>8:00 am</b>	Wake-Up
<b>8:15</b>	<b>Breakfast</b>
<b>9:15am-10:30</b>	Period 1 Activities
<b>10:45-12:00</b>	Period 2 Activities
<b>12:30pm</b>	LUNCH
<b>1:15-2:30 pm</b>	Free time / Games OR Activities (as per arranged)
<b>2:45-4:00</b>	Period 3 Activities
<b>4:15-5:30</b>	Period 4 Activities
<b>6:00-7:00</b>	DINNER
<b>7:00-7:30</b>	Free time
<b>7:45</b>	Evening program (all together)
<b>8:45pm</b>	SNACK

*The School sets the bedtime/curfew and is on patrol once campers are in their cabins*

### **PROGRAM**

You will be placed into activity groups (10-12 people per group) for your entire visit. All-school activities and games will also be part of the program, led by Camp New Moon staff. These will include a mixture of exciting activities, from paddling in War Canoes to High Ropes Climbing, sports and cooperative games.



## **WHAT TO BRING:**

This list is a guide. You will be outside for most of your day and the weather may be dry, hot, cool and/or wet. Please bring clothes that can get dirty and possibly wet.

- 1 rain jacket (and rain pants only if you have them)
- 1 fleece jacket or warm sweater
- 2 pairs of pants
- 2 pairs of shorts
- 2 long sleeve shirts
- 3 t-shirts
- underwear
- 4-6 pairs of socks
- 1 hat
- 2 pairs of shoes (e.g. running/sport)
- 1 bathing suit (there may be a chance to be in the water)
- 1 towel
- 1 sleeping bag
- 1 pair of pajamas
- 1 pillow
- 1 water bottle
- sun screen/bug spray
- flashlight
- toiletries
- camera, watch and sunglasses are optional

## **PLEASE DO NOT BRING:**

- food
- valuables: any electronic devices, jewelry, cell phones, etc.
- knives, lighters
- FRS radios



# School Arrival and Departure Procedures

When you arrive, each student should know their cabin by name as well as what activity group they will be in during the day. Please provide us with the list of students that you have assigned to cabins, and a list for activity groups, if they are different

## ARRIVAL

- **Bus Arrival:** New Moon staff will be waiting for. Have the buses pull up the main camp road and stop when it ends.
- **Cabins and Camp Tour:** All the students will gather their bags, and will be directed to their cabins by our staff; they will drop their bags at their cabins, and re-group for a brief orientation (rules, routine, etc.), and then our staff will tour them around camp before lunch. The teachers will be guided to their accommodations at that time, as well.
- **Lunch:** A bell will signal lunch and students will meet at the flagpole; some basic meal instructions will be provided and we will go into the dining room, quickly learn the serving routine and enjoy our first meal.
- **Staff Meeting:** Immediately after lunch, students will settle into their cabins, and the New Moon staff will meet with the teachers to refine plans and go through details requiring clarification, etc.
- **Afternoon Activities:** Activities will start at approximately 2 pm.

## DEPARTURE PROCEDURES

On the morning of departure day, students will have time to pack and clean their cabins. Please help us ensure the following is done:

- Carefully check all belongings are identified and packed. Check washrooms, showers, etc; Flip up mattresses to make sure that nothing has been lost underneath them, and check all clotheslines.
- Sweep the floor, including under the bunks.
- Move all garbage from inside garbage cans into the large garbage barrels outside.

**We can arrange for an earlier lunch if an early afternoon departure is required.  
Please advise before you arrive!**



# The Teacher's Role at New Moon

The teachers play a pivotal role in making this experience successful. The student know and respect you, and as a result, we count on your presence to motivate and where necessary, discipline students. They will be excited and as a result, some may be more rambunctious than normal. We will all work as a team to ensure they enjoy the activities and remain safe and respectful during their stay.

We hope that your experience is no less enjoyable, and that you can participate in the activities with the students. Please get involved! This experience will hopefully strengthen your relationship with the students, and many activities will stretch their comfort zones and encourage group cooperation and problem solving. For certain activities, we will call upon you to help out but we hope that you will also have time to relax and enjoy the activities!

## **PROVIDE STUDENT SUPERVISION**

The New Moon staff are there to provide the activity instruction and organized activities. There are many times that teachers will be required to provide supervision, including during the following times:

1. **Meals:** ensure behavior is appropriate and please help us ensure the students complete the dining room set up and clean up routine.
2. **Free Time:** Free time generally occurs after meals. Our staff require time to organize and need to be free during these times so the next activity or event is ready.
3. **Nighttime:** Following snack, supervision is your responsibility. We strongly encourage you to establish a night-duty rotation so the students know you are present and watching, and of course, to ensure they are properly behaved and stay in their cabins. We advise that you establish very clear expectations of the students' behavior, particularly between snack time and breakfast! We recommend a fixed 'in the cabin' time and a 'lights off' time. We are there of course, in the case of an emergency.

**Night Patrol:** You may wish to have all your staff patrolling until the students are in their cabins and quiet, or to alternate each night; generally, things quiet down by 11 pm or so, but loud voices and banging screen doors is a warning sign, so please be vigilant.

4. **Wake up:** A bell is rung at 8:00, but we suggest you visit cabins to ensure everyone gets to breakfast!

***Good Luck!***