



ST. MATTHEW'S ELEMENTARY SCHOOL

16065 88th Avenue, Surrey, BC V4N 1G3 P: 604.589.7545 F: 604.589.7113

www.stmatthewselementary.ca

June 25, 2018

Dear Parents of Grade Six Students,

This package is designed to give you more information about the Grade 7 Outdoor Education Program, including informing you of the **cost**. All our Grade 7 students will participate in the program which is scheduled to be held at Stillwood Camp and Conference Center in Lindell Beach (near Cultus Lake) from Wednesday, September 19, 2018 until Friday, September 21, 2018. ***Please note there are several pages to this package that require careful reading; moreover, there are several forms that need to be returned in a timely manner. Please ensure that you and your child set aside some time to review these forms together.***

We will be chartering a bus to take us to the camp for three days and two nights. We will leave on Wednesday, September 19 and return Friday, September 21, 2018.

This year due to the **outstanding** fundraising efforts of the Grade 6 class, the proceeds from these initiatives reduces the camp cost to **\$75 per child**. Full payment (a cheque - made payable to St. Matthew's Elementary School) is due by **the first week back in September (Tuesday, September 4 - Friday, September 7, 2018)**. If you have any questions or concerns, please do not hesitate to contact me at the school by email ([welsh@stmatthewselementary.ca](mailto:welsh@stmatthewselementary.ca)) or a phone call (604-589-7545).

Please fill in the form below and return payment **in a sealed envelope labelled: Stillwood Camp Payment with your child's name** to your child's classroom teacher no later than, Friday, September 7, 2018 (your are welcome to hand this in before summer time, too)!

Sincerely Yours,  
Miss Welsh, Principal

-----  
*cut along the line above and return this form, with payment, to your child's teacher*

My Child's Name: \_\_\_\_\_

*Please check one box below*

I have enclosed a \$75 **CHEQUE** made payable to St. Matthew's School

\_\_\_\_\_  
(Parent/Guardian's Signature)

***\*Remember to put payment in a sealed envelope marked: Camp Timberline Payment and please include your child's name\****

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June 25, 2018

Dear Parents,

In this letter I will outline the types of experiences your children will have and give you an opportunity to understand what is involved for our students.

In any activity from riding in our car to school to crossing the street there is an element of risk. Since we are engaging in activities which are different from our normal school activities it is important that parents know and understand the activities and the risks inherent in them. We have a very high regard for safety and will do our utmost to create a safe environment for all students in our care. We have high expectations of student behaviour. Students will be informed about what behaviour is expected in the various activities and it is expected that Grade 7 students will be responsible in their actions. If students do not follow our code of conduct they will be sent home at parents' expense.

Stillwood Camp staff will be in charge of all the specific technical aspects of the program. They will provide qualified supervisors for all our special activities. We will provide our own supervision for our students as well. We will have at least 5 St. Matthew's staff members.

The level of supervision will obviously be higher than for most school based activities. At most times students will be under the direct supervision of a staff member. The nature of the camp means that there will be times when students are not directly supervised. We rely on their good judgement and decision making at these times.

On the following pages you will find:

- *Acknowledgement of Risks (pg. 3 and 4)*
- *Permission Form (pg. 5 and 6)*
- *Medical and Emergency contact information form (pg. 7 and 8)*
- *Swimming Level Form (pg.9)*
- A list of supplies your child will need to bring (pg. 10)
- Want more information about Stillwood Camp? Go to: [www.stillwood.ca](http://www.stillwood.ca)

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**ACKNOWLEDGEMENT OF RISKS**

**St. Matthew's Elementary Outdoor Education Activities -  
Stillwood Camp September 19, 20, 21, 2018**

It is important that parents understand the activities that will be a part of our Outdoor Education Program at Stillwood Camp. Stillwood Camp is located in Lindell Beach (near Cultus Lake).. It successfully runs a full summer camp program as well as special outdoor education programs for schools. We will rely on the expertise of their trained staff for the skilled activities. We will assume primary responsibility for student behaviour and general activities.

After reading about each activity please initial it to indicate you are giving informed consent. If you have any questions about activities please call Miss Welsh at the school (604-589-7545).

Safety is a paramount concern when participating in all activities at Outdoor Education. However there are inherent risks in these types of activities and although unlikely, it is possible that injury could occur. The risk of injury increases significantly if students do not follow instruction.

Attached you will find a list of the possible activities at Outdoor Education and the risks which are associated with them.

	Parent Initials
<b>Water Sports</b> Swimming: Swimming is done under direct supervision of an adult. Supervision is a high priority.	
<b>Hiking</b> A day hike may be taken through the woods. It may be physically challenging for some children but will be led by a St. Matthew's staff member.	
<b>Archery</b> Students will have instruction in Archery in a controlled setting under the supervision of a Stillwood staff member. Following directions is critical to maintaining a safe environment for archery.	
<b>Other Adventure Activities</b> These may include an adventure game played in the woods, hiking,	

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<p>capture the flag, use of a "Skyhigh Adventure Playground (includes zip lines, a climbing apparatus). Students are supervised in these activities at all times. While good supervision will be maintained there are cases where students are not directly supervised.</p>	
<p><b>Sleeping Arrangements</b> Students will be assigned to cabins with their classmates, girls and boys in separate cabins. Students are expected to only go into their own cabins. Teacher supervisors will be available for any problems that may arise.</p>	
<p><b>Risk</b> The above activities have an element of risk associated with them, ranging from drowning to injury from sticks or other materials in the woods.</p>	

**Contact Information for Stillwood Camp**

Stillwood Camp and Conference Center

44005 Watt Road

Lindell Beach, BC V2R 4X9

[www.stillwood.ca](http://www.stillwood.ca)

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**PERMISSION FORM**

**Outdoor Education at Stillwood Camp and Conference**

**Date: September 19, 20, 21, 2018**

1. I accept the mode of transportation for this activity. (School bus)
2. I acknowledge my right to obtain as much information as I require about this program or activity and associated risks and hazards, including information beyond that provided to me by the school.
3. I freely and voluntarily assume the risks/hazards inherent in the program/activity and understand and acknowledge that my child may suffer personal and potentially serious injury arising from his/her participation.
4. My child has been informed that he/she is to abide by the rules and regulations, including directions and instructions from the school's and/or service providers administrators, instructors, and supervisors over all phases of the program/activity.
5. In the event my child fails to abide by these rules and regulations, disciplinary action may require his/her exclusion from further participation, or that I be contacted to have him/her picked up, and ***I will be responsible for any costs associated.***
6. I acknowledge that it is my duty to advise the St. Matthew's staff of any medical/health concerns of my child that may affect his/her participation.
7. I acknowledge that the school may choose to cancel the trip if travel conditions are deemed unsafe (e.g., weather, health advisory). I accept that the school will not be liable for any costs associated with such a cancellation.
8. I acknowledge that the trip supervisors may secure transport to emergency medical services as they deem necessary for my child's immediate health and safety, and that I may be financially responsible for such services.



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9. Based on my understanding, acknowledgement, and consents as described herein, I agree that:

(Name of My Child) \_\_\_\_\_

(Date of Birth) \_\_\_\_\_

has my permission to participate.

Today's Date: \_\_\_\_\_

My Name *(Please print)*: \_\_\_\_\_

My Relationship to student: \_\_\_\_\_

Signature: \_\_\_\_\_

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**EMERGENCY MEDICAL INFORMATION** (Write below or attach a separate page if more space is needed)

Student Name: \_\_\_\_\_ Birth Date: \_\_\_\_\_

BC Medical Services Plan Personal Health No.: \_\_\_\_\_ -

Allergies (e.g., specific drugs, certain foods, insect stings, hay fever) Specify:

Reaction(s) to above? \_\_\_\_\_

Carries Epi pen? (Check one)  Yes  No

Conditions that may affect participation in the stated program/activity (e.g., recent illness or injury, recent hospitalization or surgery, chronic conditions, phobias, etc.). Be specific:

\_\_\_\_\_

Specify the condition(s) and requirements for program modification or specific activities your child should not participate in:

\_\_\_\_\_

Medication(s) taken at this time (name, reason, dosage, storage, potential side effects/treatment of such):

\_\_\_\_\_

Other Health/Medical/Dietary Concerns:

\_\_\_\_\_

Emergency Contacts:

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_

Name of Physician \_\_\_\_\_ Phone # \_\_\_\_\_

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Parent/Guardian who is filling out and signing this form:

Name (please print)

Signature

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**Swimming Level**  
**Stillwood Camp September 2018**

**Student Name:**

Please indicate your child's swimming level in the space below.

	My child is a non swimmer.
	My child swims a little. (less than 10 meters)
	My child has some swimming experience and can swim confidently up to 25 meters.
	My child is a confident, proficient swimmer.

Parent Signature: \_\_\_\_\_

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### **Packing List for Stillwood Camp** **September 19, 20, 21 2018**

Students and their baggage (**1 bag, pillow and sleeping bag**) are to be ready at the start of the day on **Wednesday, September 19, 2018**. Students must be able to carry all their own bags in one trip.

Your child will require the following:

- Three changes of underclothes
- Four pairs of socks
- Warm sleepwear
- Slippers
- Two pairs of pants (suitable for outdoor play)
- Two pairs of shorts (suitable for outdoor play)
- Four shirts
- Warm sweater or fall jacket
- Raincoat with hood
- Rain boots
- Running shoes (suitable for hiking)
- Bathing suit
- Toothbrush, toothpaste, brush, comb, soap, shampoo, deodorant, sunscreen, bug repellent (non-aerosol)
- Sunscreen
- Hat
- Sleeping bag
- Pillow and pillow case
- Two towels (1 large, 1 small)
- Plastic bag (to keep dirty clothes separate)
- Water bottle
- A flashlight (with new batteries)

Note: Please help your child choose clothing that reflects our Christian value of modesty. Please label all your child's belongings.

Your child may choose to bring

- A stuffed animal or comfort toy

**Make up, electronic devices such as hair dryer, video games, portable music players, smart phones, ipods, ipads, etc. are not allowed.** They must not be brought to camp. **Food is not allowed in cabins. Do not pack food in your bags.**

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