

Natural Science Career Exploration Parent Handbook

Registration Information

Registration and Costs

Registration is on a first-come, first-served basis. The deadline for registration, all required forms, and full payment is 7 days before the start of camp.

Full payment is due upon registration, which includes a \$10 non-refundable fee.

Outdoor U reserves the right to cancel a camp session if there is insufficient enrollment. If a session is cancelled, all fees will be fully refunded, minus the \$10 non-refundable fee.

Cancellation Policy

Cancellation 8 or more days before camp week: Refund minus \$10 non-refundable fee

Cancellation 1-7 days prior: Refund on a case-by-case basis

Required Forms and Insurance

After registering and paying online, parents/guardians are required to submit online the following forms (emailed out after registration is received/confirmed):

- Release Form
- Health and Safety Form
- Medication Form
- Behavior Agreement Form

Participants will not be able to attend the event if we do not receive these forms.

*SJU requires all participants to carry health insurance. Evidence of insurance will be required to complete registration.

General Information

General Schedule

We have different activities planned throughout the day. Below is the schedule for the day activities:

9:00am – 9:15am Check In

9:30am -12:30pm Morning Activities: Water exploration, wagon ride through the woods, and prairie exploration

12:30pm-1:30pm Lunch

1:30pm-4:00pm Tabling event: various professionals and agencies that the participants will be able to interact with and learn more about the field

*Lunch will be provided (in Refectory: Buffet style lunch with multiple options)

Speakers are coming from:

- Saint John's Outdoor U
- Minnesota DNR
- Pheasants Forever
- Minnesota Master Naturalist Association
- And more ...

What to Bring

- Water bottle – highly recommend reusable bottle
- Sunscreen & Bug spray
- Close-toed shoes
- Sun protection (i.e., hat, sunglasses, sun shirt, etc.)
- Backpack (either drawstring or small bag)
- Jacket/sweatshirt – weather dependent and helps keep the bugs off
- Small notebook/ journal
- Pen/pencil

What to Leave at Home

- Valuables
- Multitools, pocketknives, or weapons

Health

Sunscreen and Bug Spray at Camp

It is important to us that participants are well prepared and protected for being outside all day. Please make sure participants have sunscreen on before they arrive at camp and discuss the importance of sunscreen use with them.

Participants can also wear protective clothing such as a hat and light, loose-fitting long-sleeved shirts.

We will be in outdoor areas with the guarantee of encountering bugs. We suggest applying bug spray before camp and sending the participant with bug spray to reapply as needed during the event.

Illnesses

If the participant is exhibiting symptoms of an illness prior to camp, please keep them home for their comfort and the safety of other participants and staff members at the event and notify the event host that the participant will not be attending.

Weather Preparedness

Participants should come prepared to be outside. The event will not be cancelled due to inclement weather, but activities will be adjusted for the safety of the participants.

Rain - If there is no unsafe weather (such as lightning or strong winds), we will still go outside. Make sure that an extra change of clothes is packed on days that are forecasted to be wet and pack an optional raincoat.

Thunder/Lightning – If there is thunder or lightning in the area, we will not go outside until it is safe to do so. We will do activities inside until it is safe to go outside again.

Dangerous Storms – If there are dangerous storms, we will not go outside and will monitor the situation. If needed, we will seek shelter in a storm-safe area until it is safe. If we are in the New Science Center, we will seek shelter in the basement of the attached Peter Engel Science Center.

Heat – Because our event is in the summer, there is a risk of heat-related stresses and illnesses. Staff monitor the weather and will make sure we all stay cool through water-related games, staying indoors or in the shade, and drinking plenty of water.

Behavior Guide

Zero Tolerance Policy

Participants and staff are expected to be respectful to other participants, staff, guests, university staff and members of the Saint John's community. Saint John's has zero tolerance for harassment such as inappropriate language, gestures or behavior including bullying, inappropriate comments to or about others, or misconduct. Outdoor U retains the right to dismiss a participant without a refund for violating the zero-tolerance policy. See the [Non-Discrimination Statement](#) for more information.

Behavior Expectations (this is also a required signed form for registration)

Staff Expectations:

- Provide a safe, respectful, welcoming space for each individual participant to be comfortable, learn, and enjoy themselves to their unique abilities and personalities.
- Communicate regularly with the parent/guardian as to their participant's experiences at camp.

Participant Expectations:

- Be respectful to other campers, camp staff, and others that may be on campus. Keep hands to yourself.
- Be respectful to the equipment and activity areas, avoiding damage of equipment, supplies, and facilities. Be respectful to others' property.
- Take direction from camp staff and stay with the group at all times under camp staff supervision.
- Avoid using verbal threats, disrespectful language, bullying, bullying-like behavior, or other harassing behavior.
- Refrain from any form of aggression, including lack of self-control with anger, blatant disrespect, absolute refusal of camp staff, or causing bodily harm to self, other participants, or camp staff.
- Neatly place belongings in designated areas when in camp areas and pick up activities before doing another activity.
- Be kind in words and actions – no put-downs, foul words, or suggestive language.
- Participate in planned activities to the best of your ability.
- Walk quietly and respectfully in the buildings. Run only when it is part of an activity or outside safely.

Behavior Management Policies

Our goal for the event is to provide a safe and supportive environment for participants to take healthy risks, make good choices, improve teamwork skills, and have the opportunity to fix their mistakes. Staff are trained to redirect behavior in positive ways and anticipate

difficulties before they start. If a participant does exhibit behaviors that are not appropriate for the setting and activity, redirection from staff will always be the first method attempted. If repeated attempts by staff to redirect behavior do not result in changed behavior and better choices, the following tiered procedure will be followed:

- **TALK IT OUT:** Participant having difficulty will discuss the issue with staff. We will address what went wrong, what the participant can do to fix it, and how staff can support the participant.
- **CALL IT OUT:** If all attempts to change behavior do not result in the participant being able to participate in activities, staff will call the participants' parent/guardian to discuss the issue. The parent/guardian and staff will determine from there what the next course of action will be, such as being picked up early from camp or a phone conversation between parent/guardian and participant.

For safety reasons, Outdoor U reserves the right to determine that the event atmosphere does not cater to the participant's behaviors, is outside of the staff's training to handle, or there is potential of harm to self/others, and to withdraw the participant for the remainder of the event with no refunds.

I, as the parent/guardian, read and understand the contents of this handbook and agree to follow them. I have reviewed the behavior guide section with my participant(s) so they understand event expectations and consequences to inappropriate behavior.

You will be asked to acknowledge that you have read and understand this information upon registration and first check-in.

Questions or Concerns

Please contact Ellen Wilson, Outdoor U Environmental Education Fellow, at ewilson002@csbsju.edu or outdooru@csbsju.edu with any questions.