



“Empowering Youth Through Positive Risk-Taking and
Experiential Leadership, Science, and Outdoor Education”

Dear Sierra Nevada Journeys Volunteer,

Greetings from all of us at Sierra Nevada Journeys! We're thrilled that you are volunteering to help your school by being a cabin leader while at Journeys Outdoor School. This Cabin Leader Packet has been developed to help you get ready for the Sierra Nevada Journeys experience.

In this packet you will find answers to frequently asked questions about SNJ's Journeys Outdoor School and a wealth of other important information. Whether you are new to the SNJ family, or returning for another program, we ask that you spend some time reading through the packet carefully. A parent meeting has been scheduled for your school that will address other questions you might have. If you have additional questions beyond those resources, please feel free to call or e-mail us at our contact information below.

Please know that without your time, your school would not be able to attend Journeys Outdoor School. We understand that your time is valuable and we appreciate all that you do! Please talk to your teachers about the fingerprinting procedures at your school.

Included in this packet are:

- An introduction to Journeys Outdoor School and expectations of Cabin Leaders while at outdoor school.
- A “Who’s who” for Journeys Outdoor School
- A Cabin Leader Packing List
- A typical schedule
- A health form that must be returned to the school before your arrival
- A liability form that must be returned to the school before your arrival

We hope that this information is helpful to you. Don't hesitate to get in touch with any questions you may have. We can't wait to see you at Journeys Outdoor School!

Thanks!

The Staff of Sierra Nevada Journeys





“Empowering Youth Through Positive Risk-Taking and
Experiential Leadership, Science, and Outdoor Education”

Welcome to Sierra Nevada Journeys! Journeys Outdoor School Program

General Outdoor School Guidelines:

- Please be aware that alcohol and tobacco are not allowed on campus.
- We have wild animals here at Outdoor School. Please make sure there is no food kept or hidden in the cabins.
- Quiet Hours on campus are from 9pm to 7am. Please begin to slow down by 9pm and encourage the students stay in bed until 7am.
- Please help reinforce our three respects that are being shared with students: Respect Yourself, Respect Others, and Respect the Environment.

Day-to-day Outdoor School routine:

- SNJ staff will run all activities i.e. archery, field games, arts & crafts during open recreation. School staff will supervise students making sure that students are participating in an appropriate activity.
- Cabin Leaders will have Open Recreation time off so they can shower, read, rest, etc. Please be back on time to pick up your group.
- Each day Grizzly Creek Ranch staff will stock and clean bathrooms. Please make sure that students keep their cabins picked up. Make sure you help students collect all lost and found. Please keep sink counter space clear of things.
- PLEASE make sure to turn off the heat/AC and lights in the cabin before leaving in the morning.
- The Golden Dust Pan will be awarded every day before dinner. This is a positive and fun way to encourage the students to keep the cabins neat.

Class time Supervision:

- In our challenge education program we use a challenge by choice philosophy. Adult roles will vary from being a silent observer to helping with equipment. Please support students in setting and striving for their **OWN** goals.
- Please help students to be on time for all activities. Walking to meeting spots can take time, help students to plan accordingly.
- SNJ staff supervises students during classes and evening activities only. Cabin leaders will supervise students at all other times. Please be sure to supervise shower time, after evening program and the early mornings.
- As cabin leaders, please encourage students to wash their hands regularly. Please have students wash their hands in the cabin prior to coming to meals.



Lodge/Mealtimes:

- Coffee and tea is available in the mornings for breakfast and at Open Recreation time for all visiting adults.
- During meals please model healthy, non-wasteful eating and good table manners.
- The Ort Report occurs after every meal in which the total weight of all food left uneaten on plates is weighed and graphed for the week
- Please help us ease the chaos that can ensue during meal clean-ups by helping your kids match and stack at the table and reminding kids that only two people can be up from the table at a time and they must be wearing the gopher tag.

In Case of Illness / Emergency:

- Please report all cases of illness to the Journey Outdoor School Program Director. All cases of vomiting illness will require isolation. The JOSPD can arrange for a location for isolation. School staff will need to supervise students who are isolated due to illness.
- SNJ staff carry a small first aid kits that can be used for minor injuries. If anything more serious than a band-aid is needed, please contact the JOSPD or your school staff.
- In case of emergency, please call 911 and then contact a member of the SNJ staff so that we can help guide emergency services when they arrive.
- If there is an emergency during the night please contact Adam Yarnes by calling his cell phone.

In the event of an emergency, please call:**Adam Yarnes****Journeys Outdoor School Director 775-560-1813**

Thanks for all your work to make this trip possible.
We are happy you're here!





“Empowering Youth Through Positive Risk-Taking and
Experiential Leadership, Science, and Outdoor Education”

The Who’s who of Journeys Outdoor School

Instructors:

All of our Staff is CPR and First Aid certified. They have all been fingerprinted through the state as well as federally checked. When we are in the water, there is always a trained and certified lifeguard on duty. All staff members go through a full curriculum training process.

While at outdoor school, SNJ staff is in charge of not only teaching our entire curriculum to students, but are also in charge of maintaining discipline during class and meal times.

Cabin Leaders:

All cabin leaders (whether they are high school students or parents) are put through a vigorous training process before ever being alone with students in the cabins. All cabin leaders are required to be fingerprinted 6 weeks before attending outdoor school. While at Journeys Outdoor School, cabin leaders participate in class activities and have fun with the students. Their primary responsibility comes at night when it’s time to go to cabins to get ready for bed. They facilitate shower times, lights out, and handle general discipline problems in the cabin. During meals and most other times at JOS, they are expected to be models of ideal behavior.

Teachers:

While at Journeys Outdoor School, teachers are encouraged to wander between groups and take in all of the different activities that may be going on. Although they are not responsible for disciplining students while at Outdoor School, if there are severe circumstances that require immediate responses, we may bring teachers in because of their experience with these specific students. Also, while at JOS teachers are responsible for keeping and distributing medications to the students (your school nurse has provide you with each students health care plan and medication documentation).

Journeys Outdoor School Program Director:

While at Journeys Outdoor School, the JOSPD’s primary job is making sure that everyone else is fulfilling their rolls and helping out anywhere that need it. They will be available to staff, cabin leaders, teachers, students, and parents 24 hours a day for the duration of Journeys Outdoor School.



Packing List

This is a different list than we are providing to the students

Please note:

- Laundry facilities will not be available for general camper use (in the event of a bedwetting emergency they are available)
- **Please come to school that morning with the below items packed in a small, easily carried duffel bag or suitcase. You should be dressed in pants, an additional layer and closed-toed shoes or boots.**

<p><u>Clothing</u></p> <ul style="list-style-type: none"> • 1 fleece pull-over or cotton sweatshirt (it gets cold at night!) • 1 water-proof rain jacket or poncho • 2 pairs of comfortable pants • 1 pair of sweat pants or long underwear • 1 pair of shorts • 2-3 t-shirts • 1 long-sleeved t-shirt • 3 pairs of underwear • 3 pairs of socks • 1 warm hat (wool or fleece) • 1 hat or baseball cap¹ • 1 pair comfortable, close-toed tennis shoes or light boots • 1 pair shower flip-flops (optional) • Mittens or gloves (optional) <p><u>Bedding/linen</u></p> <ul style="list-style-type: none"> • 1 sleeping bag • 1 pillow and pillow-case • 1 bath towel • Bottom sheet for bed (optional) • Laundry bag or garbage bag (for wet/dirty clothes) 	<p><u>Toiletries Kit</u></p> <ul style="list-style-type: none"> • 1 Soap and travel soap container • 1 bottle shampoo • Toothbrush & toothpaste • Contacts or glasses (if applicable) • Sunscreen • Lip Balm/Chapstick <p><u>Miscellaneous</u></p> <ul style="list-style-type: none"> • Lunch for the 1st day • 1 comfortable backpack (big enough to hold a sweatshirt, lunch, and water bottle) • Water bottle • 1 flashlight with batteries • Books for reading pleasure • Bug Spray (optional; no aerosol cans) • Watch and alarm clock • Binoculars (optional) • Small games and/or cards (optional) • Camera/film (optional)
--	---

Prohibited items include: Swiss-Army Knives/Leatherman, weapons, electronics (including I-Pods, radios, digital cameras are ok), illegal substances, aerosol spray cans, hair dryers, money, matches/lighters, **candy, gum, or other food & beverages** (except for the 1st day's lunch).





Sierra Nevada
JOURNEYS

“Empowering Youth Through Positive Risk-Taking and
Experiential Leadership, Science, and Outdoor Education”

A Typical Day at Journeys Outdoor School

7am Wake-Up

8am Breakfast

9-12 Classes in field

12-1pm Trail Lunch

1pm-4:30pm Classes in field

4:30-5:25pm Open Recreation (Cabin Leader Time off)

5:30-5:45pm Cabin Time

6-7pm Dinner

7:30-9pm Night Classes

9:30pm Lights-Out

Classes generally arrive at 10:30am the first day and leave by 11 am on the last day.





“Empowering Youth Through Positive Risk-Taking and
Experiential Leadership, Science, and Outdoor Education”

Cabin Leader Contract & Waiver

I have read the Cabin Leader Packet in its entirety. I understand what’s expected of me before, and during Journeys Outdoor School and I agree to abide by the rules and procedures detailed within.

I also understand that during my participation at Sierra Nevada Journeys’ (SNJ) Journeys Outdoor School, I may be exposed to a variety of risks and hazards, foreseen or unforeseen, which cannot be eliminated without fundamentally altering the unique character of the program. Those hazards include, but are not limited to, hiking/walking/running outside; snakes, insects, and large-animals; sunburn and heatstroke, dehydration, hypothermia and other mild or serious conditions or injuries; falling and rolling rock; drowning; lightning and unpredictable forces of nature (including weather that may change to extreme conditions without notice), etc. As a condition of my participation in the program, I acknowledge that participation is entirely voluntary, and I agree to assume full responsibility for the risks that participation may entail. I voluntarily agree to release and hold harmless Sierra Nevada Journeys to the fullest extent permitted by law.

Name _____ **Signature** _____

Date: _____

Photo Release

One of the best ways to explain our mission is by telling our story through the photographs, writing, artwork and testimonials of our program participants. We occasionally use these items in our promotional materials (e.g., brochures, newsletters, annual report, website, etc.).

I agree that any photographs of me taken by SNJ, or any video, writing, artwork and/or testimonials created by me and submitted to SNJ, shall become the property of SNJ, and may be used by SNJ for marketing and/or advertising purposes (only), and I hereby consent to and authorize such use.

Signature: _____





“Empowering Youth Through Positive Risk-Taking and
Experiential Leadership, Science, and Outdoor Education”

Emergency Information

Name: _____ Birth date: _____ Gender: Male Female
Home address: (Street Address, City, State, Zip) _____
Phone: _____ Dates of Camp Attendance: _____

Emergency contact name: _____ Address: _____
Phone: _____

If not available in an emergency, notify: _____
Relationship: _____ Address: _____ Phone: _____

Insurance Information:

Is participant covered by family medical/hospital insurance? Yes No
Carrier or plan name: _____ Group # _____

Authorizations:

The person herein described has permission to engage in all outdoor school activities except as noted. I hereby give permission to Sierra Nevada Journeys to seek emergency medical treatment. I agree to the release of any records necessary for treatment, referral, billing, or insurance purposes. I give permission to Sierra Nevada Journeys to arrange necessary related transportation for me/my child. In the event I cannot be reached in an emergency, I hereby give permission to the physician selected by Sierra Nevada Journeys to secure and administer treatment, including hospitalization, for the person named above. This completed form may be photocopied for trips out of camp. I agree to incur all costs related to any medical emergency for the person named above.

Signature: _____ Printed name: _____
Date _____

Restrictions:

Explain any restrictions to activity (e.g. what cannot be done, what adaptations or limitations are necessary) _____

Name of family physician: _____ Phone: _____

Address: _____

Name of family dentist/orthodontist: _____ Phone: _____

Address: _____





Experience. Inspire. Empower.

1301 Cordone Ave. #200
Reno NV 89502
(775) 355-1688
info@sierranevadajourneys.org
www.sierranevadajourneys.org

A 501(c)(3) Non-Profit Corporation
EIN: 01-0881587

