

CAMP TAWINGO OUTDOOR CENTRE

PLANNING & PREPARATION GUIDE

We are thrilled and honoured that you have chosen Camp Tawingo as a site and host for your group's outdoor field trip. This guide can provide a solid overview for your preparations. The following pages are assembled in the form of ten key points in each of the ten categories indicated. (There are some additional pages of sample and appendix information as well.)

Once you have looked at these checklists, if you have any other questions related to your trip, we are pleased to answer them. An on-line document is also available at www.tawingo.net.

Our Top Ten Lists....

1. PROMISES TO YOU
2. FACILITY NOTES
3. EQUIPMENT AND SUPPLY NOTES
4. ACCOMMODATION NOTES
5. FOOD SERVICE NOTES
6. POLICY NOTES
7. PRE-TRIP PROGRAM CHECKLIST ITEMS
8. PROGRAM PLANNING STEPS
9. EXPECTATIONS OF GROUP STAFF
10. EXPECTATIONS OF TAWINGO STAFF

Other Information

- Emergency Procedures
- Guidelines for Waterfront Use
- Sample Clothing and Equipment Lists
- Program Activity Possibilities
- Sample Program Schedules
- Cabin Assignment List

Some Additional Materials

- Booking Contracts/Billing Information
- Tawingo Two Weeks to Trip to Do List
- Tawingo Maps and Materials
 - Map of the Camp Tawingo
 - Map of Cabin Locations
 - Map of Key Activity Areas

WELCOME TO CAMP TAWINGO OUTDOOR CENTRE!

A Camp...a College...a Community...and much more

A successful and memorable excursion to Tawingo involves a great deal of effort and thought. We believe that education outdoors is a natural extension of the formal school classroom and an invaluable medium in which all of the traditional learning outcomes of the regular classroom can be met.

In light of the need for careful preparation and planning, we have developed this information package for your use. Please read it carefully. We are committed to making your visit with us as memorable, enjoyable and effective as possible.

The Camp Tawingo Outdoor Centre welcomes a variety of other groups to Camp as well. Many of these points apply to all of them as well but some groups (outers clubs, conferences, family weekends) can expect slight modifications of these notes.

1 OUR TOP TEN PROMISES YOU...

1. ...a safe camping experience for all
2. ...a model for responsible behaviour & social growth
3. ...opportunities to link to regular curriculum
4. ...capable, qualified leaders to assist your program
5. ...a sense of adventure in a new setting
6. ...a sense of community and of belonging
7. ...a healthy, wholesome environment
8. ...opportunities to develop lifelong skills and attitudes
9. ...an appreciation for our natural world
10. ...inspiration for personal growth and development

2 OUR TOP TEN FACILITY NOTES

1. 270 acres of Muskoka/Canadian Shield on the shore of beautiful Lake Vernon with access to more extensive natural resources on adjoining properties.
2. Pop Pearse Lodge with distinct and separate indoor spaces.
3. Laughton Hall at Tawingo College with two large meeting rooms and separate classrooms.
4. SWAMP Lodge, Loon Lodge, Pioneer Junction and many open cabin spaces.
5. Outdoor gathering and campfire spaces: Council Ring, Bryce Taylor Friendship Circle, Birch Beach Campfire Circle, Joan West Memorial Chapel
6. Warm season accommodation for over 350 people. Fully serviced and winterized accommodation for 180 guests. Many of the general program facilities are also heated for winter use.
7. Hearty and delicious meals prepared by our professional food catering company and served, family style, in our comfortable dining areas.
8. Safe and effective waterfront for a full range of waterfront activities (canoeing, swimming, sailing, kayaking)
9. All program equipment (canoes, sports equipment, skis, snowshoes, kick sleds, etc.) provided at no additional cost.
10. Fully flexible facilities for development of innovative and specialized services.

3 OUR TOP TEN EQUIPMENT SUPPLY NOTES

1. Tawingo supplies all equipment needed for the scheduled activities unless otherwise indicated.
2. Outtrip support includes all necessary group camping equipment, food and supplies.
3. Groups may bring any additional specialized equipment that may complement your program. (All equipment should be identified as belonging to your group.)
4. Tawingo can provide AV equipment for slides, overhead projections, LCD projection and more.
5. Tawingo can supply flip charts/paper, chalkboards and markers for meetings and conferences.
6. Craft and basic art supplies for appropriate programs are included at no additional cost.
7. Tawingo can supply recreational sports equipment to your group for free time use.
8. Groups are responsible for any willful or unreported damage/loss of equipment.
9. Tawingo cannot supply individual pairs of skates for use in our winter optional skating activity.
10. We appreciate any donation of equipment, games costumes or supplies for future consideration and use at Tawingo.

4 OUR TOP TEN ACCOMMODATION NOTES

1. Cabins are designed to house for 8-10 campers or staff. Beds have a minimum of four bunk beds (upper/lower)
2. Each cabin has its own washroom, shower and sink with hot and cold running water.
3. Winterized cabins are heated by electricity (either baseboard or under-floor furnace).
4. Cabins are designed as duplexes with a common porch or motel style with four cabins to a building to permit ease of supervision.
5. Linked smoke detectors are installed in **ALL** cabin accommodations with both interior and exterior alarms.
6. Cabin assignments can be made any time after booking once final gender, numbers, and staffing are established.
7. Staff may elect to be housed in the same cabins with their group or in nearby cabins, if available.
8. Cabins can be grouped in various areas of Camp to permit separation and distinct groupings.
9. Groups are responsible for damages to and cleanliness of their cabins. Cleaning supplies are provided at the end of each stay.
10. Mattresses are provided (Campers in groups are required to supply their own bedding although camp bedding may be arranged and rented).

5 OUR TOP TEN FOOD SERVICE NOTES

1. Tawingo supplies three well-balanced meals and a snack every day. There is plenty of variation in the menu.
2. Tawingo can provide specific food alternates based on food allergies and specialized food requirements.
3. Mealtimes are generally set at 8:30 a.m., 12:30 p.m. and 5:30 p.m. (Last day lunch times may be adjusted to permit earlier departures.)
4. Landed Loon, Inc. provides Camp Tawingo's food service throughout the year. Landed Loon has proven experience and expertise in meeting all of our requirements in a professional and appetizing manner.
5. While we cannot make absolute guarantee, Camp Tawingo Outdoor Centre makes every effort to provide a nut-safe kitchen – to prevent peanuts and peanut products from entering any of our food service. *Cautions on any 'may contain...' food shipments are clearly displayed to our clients at our main counter at service time.*
6. Group supervisors are required to monitor, control and secure all food products brought by students and staff. These steps are required to assist in maintaining a nut-safe facility as well as preventing animal nuisance.
7. Meals are served family-style, with one person bringing a tray of food items to and from the table.
8. We request one staff person from your group to be seated at each of your tables in order to help supervise or to assist with overall supervision in the dining room. Tawingo staff are also available to join in dining hall supervision.
9. Groups are assigned tablesetting duties and may be asked to assist in post mealtime dining hall clean-up if required.
10. We regret that we cannot permit groups to operate their own food service in our kitchens.

6 OUR TOP TEN POLICY NOTES

1. Visiting Staff are responsible for their group members at all times. They are requested to attend all activities and be mindful of the need to intervene whenever behaviour, policy or other risk issues arise.
2. Visiting Staff share responsibility for some leadership and program delivery of daytime activities with Tawingo staff.
3. Visiting Staff supervise most of the non-structured recreational activity times.
4. Use of alcohol or non-prescription drugs at Camp is prohibited. This policy applies to both campers and staff.
5. Tobacco use is restricted to specified areas and times as designated by Tawingo staff.
6. Pets of visiting groups, families, staff, or campers are not permitted at Tawingo.
7. Campers may utilize Camp telephones with permission of their supervisors.
8. Groups are not permitted weapons, sharp knives or other dangerous objects at Tawingo. These objects, if brought to Tawingo, must be stored in the main Office.
9. Tawingo cannot be responsible for any loss or damage of person belongings not stored in the main Office.
10. Tawingo staff must be present to supervise waterfront activities and off-site activities.

7 OUR TOP TEN PRE-TRIP CHECKLIST ITEMS

1. I have obtained Administrative approval from parents, school and Board.
2. I have confirmed dates and details with Tawingo.
3. I know that I can arrange a planning visit to the school by Tawingo staff to show slides, answer questions and plan the program.
4. I have collected the required payments, permissions and medical forms for your students and your staff.
5. I have arranged cabin placements. I know that Girls' and Boys' cabins are assigned to coincide with expected numbers. I have arranged staff and children's cabin groupings in order that sufficient supervision is available where required.
6. I have arranged activity groups. (These groups spend the better part of their day together. Co-operation amongst the students grouped together provides for an enhanced learning experience. Co-ed activity groups of eight to fifteen students are often very effective.)
7. I have planned for staff coverage of certain Tawingo activities. Assignments are made prior to arrival to facilitate the program flow. Tawingo staff can assist in preparing this leadership.
8. I have completed and returned the Tawingo Two Week To Camp List of Arrival Information. Food concerns must be presented to our Food Services Director well in advance so that appropriate substitutions may be made at meal times.
9. I have arranged for transportation to and from Tawingo. I have contacted Camp information about Camp bus and transportation services, if necessary.
10. I have communicated ALL Camp policies and procedures to ALL members of your group and ALL supporting staff.

8 OUR TOP TEN **PROGRAM PLANNING STEPS**

1. Identify some programming objectives and learning outcomes for your visit.
2. Select the key programs from the Tawingo Activity List that reflect your objectives and outcomes.
3. Discuss your program plans with Camp to request a preliminary schedule (sample questions are listed below).
4. Determine any large group activities you wish to include and their timing through your stay.
5. Develop a rotation of activity groups and selected activities through the available daytime program periods.
6. Fill in recreation and cabin items with appropriate program and supervision during the day.
7. Select evening programs for each night of the stay.
8. Confirm leadership of each activity (group staff and/or Tawingo staff).
9. Plan for inclement weather alternates to key activities.
10. Prepare your group and staff for their responsibilities and general expectations.

9 OUR TOP TEN EXPECTATIONS OF GROUP STAFF

- ❑ Fill out the Tawingo Two Weeks To Trip To Do List
- ❑ Check your Cabins at the Start of your Stay
- ❑ Monitor your Cabins throughout your Stay
- ❑ Prepare for your Activity Leadership
- ❑ Prepare for Recreation Supervision
- ❑ Supervise at Special Times
- ❑ Assist with Large Group Activity Supervision
- ❑ Consult on Announcements & Schedule Changes
- ❑ Respond to Emergencies
- ❑ Let us know how we're doing...

Fill out the Tawingo Two Week To Trip To Do List

This sheet provides us with billing information, birthdays at Tawingo, medical concerns, allergies and special arrangements for your group. Fax, mail or e-mail it to Tawingo well before your visit (Two weeks would be great!).

Check your Cabins at the Start of your Stay

You are responsible for the cleanliness of and any damages to your cabins after the first hours in Camp. Check them immediately and report any concerns to a Tawingo staff. Report ongoing damages or needs as soon as they arise during your stay.

Monitor your Cabins throughout your Stay

Please conduct regular cabin inspections. Report any damage, shortages or service concerns as they arise so that we can provide a healthy, comfortable stay. Cabin cleanliness ensures healthy cabin living, avoids pests and creates a responsible attitude to community living.

Prepare for your Activity Leadership

Some activities are lead by your staff unless special additional arrangements are made. Please check with us early in your stay for equipment, location and details that relate to conducting these activities. We are prepared to

provide additional support and energy to help you make these preparations – simply ask for extra help!

Prepare for Recreation Supervision

Free time activities may be arranged at your discretion. We can provide general sports equipment, directions on hikes or details on large group low-organization games/activities. You need only ask.

Supervise at Special Times

We are counting on someone on your staff to be present at each Tablesetting, Dining Hall Clean-up, any Pre-Breakfast Activity, Final Cabin Clean-up, Overnight from after Snack, etc.

Assist with Large Group Activity Supervision

Although our staff often head up the major large group activities (Tour, Survival Game, Extravaganzas, Evening Programs), we are counting on you to be active supporters of the programs with your own enthusiastic participation and diligent attention to your campers' behaviour.

Consult on Announcements & Schedule Changes

Please expect to touch bases with your Camp Co-ordinator at each meal. You can consider and revise the program during the progress of your stay from several points of view: weather, energy levels, new opportunities, etc. We are very flexible but we need your help in making some of these key decisions.

Respond to Emergencies

We are counting on you to be well-versed in our emergency systems and to act on behalf of your group and, if necessary, on behalf of any camper's parent. Please keep all medical information handy and be prepared to respond quickly in case of need.

How are we doing?

The most important thing for us is to make your stay a rewarding one. Please let us know about the little things that help and/or the little things that irk. We want to get better – Help us, please.

10 OUR TOP TEN EXPECTATIONS OF TAWINGO STAFF

- ❑ Provide your Food Service and Facility Upkeep
- ❑ Prepare for all of your Equipment Needs
- ❑ Brief you on your Activity Leadership Responsibilities
- ❑ Lead Daytime Activities of Your Choice
- ❑ Supervise Day or Overnight Outings & Waterfront Activity
- ❑ Provide Leadership with the Whole Group
- ❑ Conduct Announcements and Co-ordinate Changes
- ❑ Provide Basic First Aid, Emergency Response/Support
- ❑ Provide Administration Support
- ❑ Help you in any other way we can...

Provide your Food Service

Mealtimes are set for 8:30 am, 12:30 pm, and 5:30 pm each day. Your final lunch can be set for 12:00 p.m. to allow for early departure but that change must be pre-arranged. Snacks are provided on most evenings. Our Food Service Director is available to discuss food related concerns at any time. We provide 24-hour attention to your cabins and other facilities. During regular hours, simply report your concern to any staff member. In the evening an intercom to a staff member on call is available in the Blue Room.

Prepare all of your Equipment Needs

Unless indicated otherwise, Camp provides all program supplies and equipment for both recreational and educational sessions. In most cases extra equipment is available for asking.

Brief you on all of your Activity Leadership Responsibilities

We want you to be completely prepared for the activities that you will lead. We have allowed a window of time for this preparation at the front end of each group's schedule. One or more of our staff are at your disposal.

Lead Daytime Activities of your Choice

Our available staff handle those activities that you choose not to lead. We appreciate and welcome your presence on any of these activities.

Supervise Day/Overnight Outings & Waterfront Activity

Camp staff accompany any excursions or activities that are away from the main Tawingo site. Leadership for these excursions is shared. We must provide a waterfront supervisor for equipment and supervision of any and all waterfront activity.

Provide Leadership on Large & Whole Group Activities

We co-ordinate all large group activities. We also dovetail and co-ordinate programs between groups to eliminate any inconvenience or loss of program time. We appreciate your general participation, supervision and support during these times.

Conduct Announcements and Co-ordinate any Schedule Changes

This, too, is an optional item that you may prefer to assume. Our staff can check with your group staff at each meal for updates, revisions or special announcements.

Provide Basic First Aid, Emergency Response, and Transportation to the Hospital if necessary

Our staff are prepared to handle normal first aid concerns and to implement a full emergency response system as required. Medical information with the group and a group decision maker must be made available. An overnight first aid kit and intercom to an 'on call' staff member are located in the Blue Room.

Provide Administration Support through our Office

Our office is available as a support service. We can provide photocopies, computers, phones, faxes, etc.

Help you in any other way we can

Our object is to make your stay a positive and a memorable one. We are prepared to assist that process in whatever way possible. Please let us know what we can do.

EMERGENCY PROCEDURES

SHARE THE INFORMATION WITH EVERY MEMBER OF YOUR GROUP!

Fire on the Property! CONTINUOUS BELL

1. All visitors move to the Flagpole Terrace at the Pop Pearse Lodge.
2. Visiting staff maintain order and account for all members of the group.

Fire in Laughton Hall! FIRE ALARM

1. All visitors move to the Flagpole Terrace at the Pop Pearse Lodge
2. Visiting staff maintain order and account for all members of the group.

Fire at Mealtime! ANNOUNCEMENT & FIRE ALARM

1. All visitors move to the Flagpole Terrace at the Pop Pearse Lodge.
2. Visiting Staff maintain order and account for all members if the group.

Waterfront Drill! SIREN

1. The water is cleared of all people.
2. All visitors move to the Flagpole Terrace at the Pop Pearse Lodge.
3. Visiting staff maintain order and account for all members of the group.
4. Tawingo staff & any available visiting staff report to the waterfront for further instructions.

Emergency Drill when your Group is Together! VARIOUS

1. Keep your group together
2. If it is safer and more convenient, stay where you are!
3. Visiting staff maintain order and account for all members of the group.
4. Send two people to the Flagpole Terrace to report your group's whereabouts to Tawingo staff.

Missing Person! PERSONAL REPORTING

1. Do not search for a missing person.
2. Report the name of a missing person to a Tawingo staff member.
3. Tawingo staff organize a safe search procedure.

First Aid! PERSONAL REPORTING

1. Report the accident or first aid need to a Tawingo staff member.
2. The main first aid station is in the kitchen of the Pop Pearse Lodge.
3. An Incident Report is completed by Group & Camp Staff.

Help During the Day? PERSONAL REPORTING

1. Report to your teacher or supervisor first.
2. If you are unable to locate a supervisor, report to the White House.
3. Next, report to the kitchen of the Pop Pearse Lodge.

Help after Hours! PERSONAL REPORTING

1. Report to your teacher or supervisor first.
2. If more assistance is required, report to Blue Room.
3. Enter the Blue Room and pick up the Intercom. (A three digit number will ring at the home of an 'on-call' staff member. Let it ring until it is answered.) This phone is not an outside phone line.

GUIDELINES FOR WATERFRONT USE

The use of the Waterfront in Spring and Fall Programming is of primary interest to many visiting groups. In order to provide the very best in the way of safe lake activity, the following guidelines are in place.

1. A Tawingo Waterfront Supervisor must be present for any swimming, boating or shoreline activity at the main waterfront.
2. A Tawingo staff member must be present for any other water-based activity.
3. Anyone using the waterfront must be able to demonstrate swim ability (25 metres unassisted and five minutes treading water). This swim ability may be demonstrated to school supervisors at a swimming pool prior to the trip, in written form from a parent/guardian or at Camp on the first day of a visit.
4. Deep water swimming activities may require additional swimming qualifications.
5. PFD's must be fitted and fastened properly during all boating activities.
6. Swim activities may take place in designated and demarcated swim areas only.
7. An NLS-certified supervisor (or equivalent) must be present at all swim activities. Sufficient additional supervisors with Bronze Medallion (or equivalent) must be present to a ratio of 1:10. In addition, a school or group supervisor must be present.
8. There shall be no use of the waterfront for either boating or swimming before dawn or after sunset.
9. General recreational swimming for groups larger than 20 may involve a full procedure including a Dock checker, pool supervisors, lifeguards and swimmers who are all utilizing the Camp Tawingo Buddy System.

10. Fishing may take place on the main dock at times other than swim times provided that a group supervisor and Tawingo supervisor or both present. Fishers from the dock are not required to wear a PFD (provided they can swim and they have left their shoes on shore.) Spectators are asked to watch from shore.
11. Non-Swimmers may not canoe, kayak, row or sail. Alternate shore activities may be arranged for them. Non-swimmers may be delivered to outtrip sites of their group by motorboat. No shoreline activities are permitted to them during their outtrip.
12. All general waterfront policies apply on the outtrip.

TAWINGO CLOTHING AND EQUIPMENT LIST

Basic Items

Spring and Fall

- Shirts
- Sweaters
- Socks
- Shoes
- Pants
- Sleeping clothes
- Personal underclothes
- Towels and toiletries
- Sleeping bag/bedding
- Pillow
- Rainwear (jacket/pants/boots)
- Sun hat
- Bathing suit, shorts
- Insect repellent

Other Items for Winter

(multiple layers are much more effective than a single heavy coat)

- Heavy socks
- Long underwear
- Wind shell & winter coat
- Winter pants (ski pants or shell)
- Boots (with liners)
- Mittens (not gloves)
- Hats (to cover your ears)

Additional Items

Optional

- Camera and film
- Personal sports equipment
- Flashlight

NO GO Items (Not Necessary)

- Radios, tape decks
- Portable video games
- Extra food
- Knives
- Valuables & expensive items

LABEL YOUR BELONGINGS OR THEY BECOME “LOST AND FOUND”!

Occasionally articles are misplaced at Tawingo. It is helpful if all personal belongings are identifiable with a legible name. If an item is lost at Tawingo, please provide us with a clear description of it. If the missing item is found, we can send it to the Group Supervisor for a return to the owner.

SOME PROGRAM ACTIVITY POSSIBILITIES

Select your Key Program Interests **before** you contact Tawingo to discuss Program. Ask us about our documents that can specify Curriculum Links between our programs and Ministry Guidelines for your Grade Levels.

General Activities

- *Cookouts
- *Eagle Mountain Hikes
- Tents and Fire Skills
- *Basic Orienteering
- Intermediate Orienteering
- Orienteering Meets
- Pioneer Games
- *Pioneer Skills
- *Communication Activity
- *Poetry & Language Arts
- *Arts and Crafts
- *Sketching and Artwork
- Tree and forest Studies
- Forest Zone Nature Hike
- Bog Ecology Nature Hike
- Muskoka Geology Nature
- Stream and Water Studies
- *Eco-Game Activities
- *Animal Survival Game
- *Cycles Nature Game
- Canoeing Skills
- Recreational Swimming
- *Group Initiative Games
- *Recreational Land Sports

Winter

(*Many of the General Activities may also be done in winter)

- Cross Country Skiing
- Kick Sledding
- Day/Overnight Tours
- Snowshoeing
- Winter Camping
- Winter Orienteering
- Winter Carnivals
- Dear Yard/Animal Tracks
- Recreational Tobogganing
- Broomball
- GaGa Ball
- Big Ball Snow Games
- Toboggan Physics
- Winter Studies
- Winter Initiative Games

Evening

- Social Recreation Campfire
- Pioneer Evening Program
- Tawingo Stock Exchange
- Games Night
- Night Hikes/Night Ski
- Skit Night
- Outdoor Campfire
- Film/Slide Shows

SOME SCHEDULING AND PROGRAMMING NOTES

When we provide a sample schedule for your approval, you can expect the following features:

First Day:

Arrive & Settle Period

Tour of Tawingo (safety, procedures, general orientation)

Large Group Orientation Activity (e.g. Scavenger Hunt, Initiative Games, Wide Games)

Most Days:

1-2 activities (1.25 hours each) in the morning

1-3 activities (1.25 hours each) in the afternoon

Some Days:

Large group activities (for variety)

Cookouts

Last Day:

Final large group activity

Options for Special Interests

Cabin Clean up

Departure Organization Time

SAMPLE SCHEDULE

A Sample Schedule is available for the asking.

Expect to answer a few questions (see 8 – Program Planning Steps) before we prepare your schedule.

SAMPLE SCHEDULE

Your stay may be a single day, 1 overnight, or multiple nights. There is plenty to do to so stay as long as you wish! Here are some typical days and some sample choices. If you don't see a desired activity or schedule format, just ask us about it!

	DAY 1	DAY 2	ADDITIONAL DAY(S)	ADDITIONAL IDEAS	LAST DAY
7:30	All times are approximate... Arrive at Camp, Settle, Tour, **First and last Meals may be Bagged, Brought or Served	Pre-Breakfast Activities are usually optional	Pre-Breakfast Activities are usually optional	Pre-Breakfast Activities are usually optional	Pre-Breakfast Activities are usually optional
8:30		Breakfast	Breakfast	Breakfast	Breakfast**
9:30		Activity Period (8-12 person groups rotate through program choices –examples below)	Activity Period (further rotations on these days – more program examples suggested below)	Large Group Act. (multiple periods) (Cycles, Survival Game, Sticks, Prisoner's Base); Outings to a nearby Campsite by ski or canoe; Group Hikes to Heron Rookery, Beaver Pond or Bog/Wetland	Whole Group Final: e.g. Extravaganza; Group Game; Group Hike; Rocket Launch
10:45		Activity Period (e.g. orienteering, canoeing, eco-games, campcraft, pioneer skill)	Activity Period (e.g. kayaking, canoeing, nature artwork, language trails, arts & crafts)		Cabin Cleaning & Packing
12:30	Lunch**	Lunch	Lunch	Cookout Lunch	Lunch**
1:45	Activity Period (e.g. introductory activities; groups may be whole, large or small)	Activity Period (e.g. mountain hike, swimming, initiative games, woodcraft working)	Activity Period (e.g. cooperatives & leadership activities, stream restoration & stewardship activities)	Option Activities Camper's might choose to go back to repeat a favourite activity...	Thanks for coming to Camp Tawingo Outdoor Centre! Have a safe trip home and come back soon!
3:00	Activity Period (More intro activities or begin activity rotations)	Activity Period (skiing, broomball, snowshoeing, winter art, tubing animal track study)	Activity Period (toboggan physics, winter microclimate, snow shelters, winter camping, tubing)	Team Play These activities may be large or small group; in a structured rotation	
4:15	Supervised Recreation or Extra Activity	Supervised Recreation or Extra Activity	Supervised Recreation or Extra Activity	Supervised Recreation or Extra Activity	
5:30	Supper**	Supper	Supper	Supper	
6:30	Early Evening e.g. warm-up activity; settle into Camp, supervised play, cabin time	Early Evening (e.g. games rotations, tubing, sports field play, cabin time)	Early Evening (e.g. Eagle Mountain hike, fishing, tubing, indoor games, cabin time)	Early Evening (e.g. journal work, reflection, vespers, motivational speech)	
7:45	Evening Program Social Recreation Campfire (Indoor or Outdoor)	Evening Program e.g. Stock Exchange Night at the Races, Initiatives, Cooperatives	Evening Program e.g. Outdoor Campfire Heritage Evening, Night Ski	Evening Program e.g. Skit Night, Night Hike, Astronomy Hike	
9:15	Snack	Snack	Snack	Snack	



Camp Tawingo



metres 0 25 50 metres
scale



PRE-TRIP CHECKLIST FOR TEACHERS

Have you thought about these things?

- Permission/Medical Forms
- Cabin Groupings
- Activity Groupings
- Tablesetting Schedule
- Staff Assignments
- Allergy/Medical Notes
- Birthdays at Camp
- Student Handbook (optional)
- Policies and Procedures
- Two Weeks TO Trip To Do List Sent to Camp
(Numbers/Vital Info)

CAMPER PLACEMENT IN WINTERIZED CABINS
SEE CABIN SITE MAP – FOR MORE CABINS SIZES IN OTHER SEASONS, CONTACT CAMP

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