

FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

# THINK OUTSIDE NO BOX REQUIRED

OUTDOOR EDUCATION

Project Earth – Leader's Guide

YMCA CAMP COPNECONIC 10407 N. FENTON RD FENTON, MI 48430 WWW.CAMPCOPNECONIC.ORG

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# What is Project Earth?

Operating from September to June, the goal of Project Earth is to ignite students' curiosity for their natural world through an experiential outdoor program that builds character, develops active thinkers, and encourages kids to discover new passions.

Whether the goal for your school and students is to enhance communication skills, create teambuilding opportunities, have classic camp fun, or provide a first-rate hands-on educational experience, we can make it happen! We work with schools and teachers to create a unique tailored experience for each group that visits our facility.

Project Earth allows you to select from a broad range of classes, giving you complete control to customize your Copneconic Experience. Each Project Earth experience is uniquely tailored to the students involved, and the activities fall into the following categories:

### E-STEM

E-STEM stands for Environmental Science, Technology, Engineering, and Math. We put together the two things we do best: environmental education and hands-on experimental learning to create this category. It's filled with activities to enhance camper's understanding of the natural world and explorations of science, technology and math. E-STEM activities include Pond Study, Nature Hikes, Fire Building, Egg Drops, Buoyancy Labs, and so much more.

### **RECREATION**

Camp Copneconic is a premier Outdoor Education facility, but we're a Summer Camp at heart. Recreational activities are synonymous with quintessential camp fun! These activities include, but aren't limited to: Archery, Disc Golf, Kayaking, Mountain Biking and Camp Games.

### **TEAMBUILDING**

Camp provides a perfect environment for personal and group development. By putting campers in new surroundings, they're able to learn about themselves and their group. Our teambuilding activities are developed to encourage communication, camaraderie, and trust in groups. We accomplish this through activities such as Challenge Course, Orienteering, and Creature (a communication/listening challenge).

### **HIGH ADVENTURE**

Our High Adventure activities, including Zip Lines, a Climbing Tower, High Ropes Course, and Giant Swing, give campers an opportunity to step outside their comfort zone and challenge themselves. Each activity has a variety of challenges, so no camper has to push themself further than they feel comfortable doing.

### **CULTURE/HISTORY/ART**

Historical and Cultural Lessons explore the rich history of the past, ranging from local Native American life to Michigan settlers. Campers are immersed in activities which will take them back in time, and relate stories of the past to their present-day lives. Michigan Country, Native Peoples and Pioneer Crafts are available for campers to engage in active historical education.

### WINTER

Winter at Camp Copneconic is a sight to behold! We offer a number of activities for campers to enjoy the snowy surroundings, including a Toboggan Run, Cross Country Skiing, Snowshoeing, Ice Fishing, and more! Each of these are weather dependent, so when schools select a winter activity, we also ask for a backup choice if Mother Nature doesn't cooperate with our plans!

# Sample Overnight Schedule

<u>Friday</u>	
7:00	Check in @ Welcome Center
7:45	Camp Orientation @ Main Lodge
8:00	Evening Activity
9:00	Snack
9:30	Head To Cabins
11:00	Lights Out/Quiet Hours

Sunday	
8:30	Breakfast
9:30	Pack Up and Clean Cabins
10:30	Departure

Saturday	
8:15	Breakfast
9:00	Activity 1
10:00	Break
10:15	Activity 2
11:15	Break
11:30	Lunch
12:30	Activity 3
1:30	Break
1:45	Activity 4
2:45	Break
3:00	Activity 5
4:00	Break
4:15	Activity 6
5:15	Break
5:30	Dinner
6:30	Camp Store Open/Balances Due
7:30	Evening Activity
8:30	Snack
9:30	Depart for Cabins
11:00	Lights Out / Quiet Hours

**Note:** Single-Overnight trips are available too! These trips would start on Friday night, departing after Snack on Saturday, or start after Breakfast on Saturday, departing after Breakfast on Sunday.

# **Sample Day-Only Schedule**

Standard Day	Trip - Saturday Only	Extended Day Trip - Saturday Only		
8:30	Arrival & Check-in @ Dining Hall	8:30	Arrival & Check-in @ Dining Hall	
9:00	Activity 1	9:00	Activity 1	
10:00	Break	10:00	Break	
10:15	Activity 2	10:15	Activity 2	
11:15	Break	11:15	Break	
11:30	Lunch	11:30	Lunch	
12:30	Activity 3	12:30	Activity 3	
1:30	Break	1:30	Break	
1:45	Activity 4	1:45	Activity 4	
2:45	Break	2:45	Break	
3:00	Activity 5	3:00	Activity 5	
4:00	Break	4:00	Break	
4:15	Activity 6	4:15	Activity 6	
5:15	Break	5:15	Break	
5:30	Departure	5:30	Dinner	
		6:30	Camp Store Open/Balances Due	
		7:30	Evening Activity	
		8:30	Snack	
		9:30	Departure	

# Leader's Checklist

Please use the following checklist to prepare for your visit to camp.

Activity Selections – Please fill out the activity selection form from this guide & fax it to Julia McNally, or fill it out online from our website. This will be due <a href="two weeks">two weeks</a> prior to your visit. Activity requests are accommodated on a first-come, first-serve basis.
Group Detail Forms – Along with the activity selection forms, please return a completed group detail form or fill it out online from our website. This will allow us to plan appropriately for any dietary concerns or allergies during your stay.
Cabin Assignments – If you have a large group and/or multiple cabins, please assign cabins based on what is listed on your contract. We require assigning at least one adult to each cabin for supervision. Groups are required to fill 75% of their bed space. Cabin layouts and a camp map are included in this guide to assist in this process.
Check In – Regular check in lasts from 7pm-7:30pm on Friday Evening, with a mandatory camp orientation beginning at 7:45. Leaders will need to check in at the Welcome Center during that time to receive their weekend packets and any additional information that may need to be passed on. <i>If you are checking in at a different time or on Saturday, please contact Julia for an alternate location.</i>
Outside Foods – NO OUTSIDE FOODS ARE PERMITTED ON SITE (including inside the Dining Hall, individual cabins, and program spaces). We are a peanut-free facility and often have severe allergies to peanuts or other foods on camp. Meals and snacks will be provided by camp. Anything brought in from outside of camp, <i>MUST</i> be pre-approved by camp staff.
Medications & First Aid — <u>Each group is responsible for all the administration of medicine and first aid.</u> We advise each group to bring first aid kits. Camp will not provide first aid or distribute medications.
Payment – We will be asking for a final count on Saturday evening after dinner. This will be handled in the Welcome Center. Full payment is expected at this time and you will have the option to reserve your dates for next year, as well.
Questions or Concerns – If at any time you need help, please contact Julia McNally and she will be more than happy to answer any questions.

# **Health and Safety Guidelines**

# EACH GROUP IS RESPONSIBLE FOR ALL ADMINISTRATION OF FIRST AID AND MEDICATION. EACH GROUP MUST BRING FIRST AID SUPPLIES.

- Choose one or two adults to administer all medication and first aid. They should keep a log, noting times, symptoms, action taken and dosages. It is Camp's recommendation that this person is First Aid/CPR Certified by a nationally recognized organization.
- Camp suggests packing a small first aid kit with band—aids and gloves for each chaperone or group to carry with them. Chaperones should all be trained ahead of time on emergency procedures and reporting requirements.
- No medication may be kept in cabins with children. This includes adults as well as campers.
- Collect all medication before your departure for camp. Medication includes prescriptions, over-the-counter medications, cough drops, aspirin, Tylenol, ibuprofen, cold medicine, medicated lotions, vitamins, etc. All medications must be stored in a lockable container.
- Leaders should ask all parents ahead of time to find out if there is any necessary information that should be passed along to cabin chaperones. (i.e. Sleepwalking, bed wetting, etc.)
- Many camp staff members are certified in CPR and Standard First Aid. They will assist in case of <u>EMERGENCY only</u>. Camp staff will not provide first aid or dispense medication. The trip leader will be responsible for arranging emergency medical transportation.
- <u>EMERGENCY CARE / TRANSPORTATION</u>: Simply dial to use Welcome Center phones, 911 to reach central dispatch. Response time is excellent, as long as a specific location at camp is given to dispatch. In an event where an ambulance is not needed, an approved vehicle needs to be designated at all times. This should serve as the primary vehicle in the event a participant from the group needs to go to the hospital.
- Genesys Hospital is located just 5 minutes away, entrance off Baldwin Road.
- A camp staff member will be on call beginning at 7:00pm each night. Program Instructors are available at all evening activities and during Snack. If there are any problems after evening activities, please call the director on call. The Camp Copneconic on-call phone number is 810-730-0229.

# **Chaperone Guidelines**

### Your Role as a Chaperone

Congratulations! By agreeing to become a chaperone, you have agreed to an exciting yet challenging experience. The information here is designed to help you prepare for your role as a chaperone. If at any time you are unsure of your role, please ask your Camp Host. We thank you for taking time to attend camp, and hope you have an enjoyable experience!

- You will be the cabin supervisor at night. This means that you are responsible for maintaining a safe environment and ensuring that participants get an adequate amount of sleep. Camp quiet hours begin at 11:00pm.
- As part of your cabin supervisor responsibilities, you will be responsible for the hygiene of campers as well as the cleanliness of the cabin.
- During the day you will travel with an Activity Group. The camp staff will look to you to help manage behavior concerns, or contact teachers if necessary. During some activities it will be completely appropriate for you to participate, however some activities are meant only for the scouts.
- You are responsible for making sure campers are on time for activities and meals.
- Please set good examples of appropriate behavior, language and attitude.
- All chaperones at camp are expected to follow certain policies. These include:
  - o Smoke only in designated areas, and never in front of campers.
  - Maintain a positive, enthusiastic attitude during programs and activities.
  - Do not allow your behavior to interfere with the campers' learning experience. This
    includes allowing campers to figure out challenges without adult help.
  - Alcohol and drugs are not permitted at Camp Copneconic.
  - For your own protection and the protection of all campers, always use the buddy system when accompanying campers around camp. Always ensure the ratio is 2:1, and never be alone with a camper.
  - Physical punishment of any kind (calisthenics, exercise, hitting, kicking, pushing, hazing or deprivation of sleep or food) is strictly prohibited by State Law and Camp Policy.

# Chaperone Guidelines (Continued)

### Cabin Supervision

It is very important that chaperones be in the cabin anytime there are campers in the cabin. Please ensure that campers keep the living area clean and tidy. At the end of each evening's program, campers will return to cabins accompanied by chaperones. Once back in the cabins, it is the chaperones responsibility to make sure all cabin rules are followed for everyone's safety. Including but not limited to: no running, only one person on a bed, bunks are to be used for nothing other than sleeping and any other posted rules. Please help ensure that quiet hours are observed. You'll want your rest!

### **Program Supervision**

Copneconic Program Instructors will lead each activity. Chaperones are asked to be directly involved in the supervision of children during these activities. This will ensure that behavior issues do not take away from the experience or the safety of the campers. Instructors may often offer chaperones the opportunity to join the activity, but this will not always be the case, especially during classes where time and proper supervision are critical to providing campers with a positive experience, such as High Adventure programs. Both, YMCA Camp Copneconic and Group Administration reserve the right to ask participants to leave camp grounds.

### **Dining Hall Supervision**

The main role of a chaperone in the Dining Hall is to help ensure a relaxed, clean and organized environment. This includes reinforcing manners, proper indoor behavior, and clean-up procedures.

### **Business Practices**

### **Camp Dates**

With the demand for specific dates, it is our practice to try and retain your relative dates from the previous year. Sometimes, however, dates need to remain flexible due to holiday fluctuations, calendar changes or adjustments in camp accommodations. In this case, we will always attempt to find similar dates as the previous year. In order to secure your dates for the upcoming year, please book them before your group's departure.

### <u>Billing</u>

A 20% non-refundable deposit is required when reserving a camp date. The balance is expected on Saturday night of your visit.

### **Pricing**

Our priority at Flint YMCA Camp Copneconic is to serve our mission. As a not for-profit organization, our rates are established based on a balance between serving our mission and managing our financial responsibilities. In doing this, Camp Copneconic will continually improve the program and facilities. Our pricing practice is simple. We want to continue making the program affordable and charge a fee that keeps us on par with other camping programs as well as the cost of living increases.

### **Behavior**

Our program is designed to function as a partnership between the group and camp staff. As adults, we all share in handling difficult behaviors. The camp staff will intervene in any minor situation that arises. The group is responsible for behavior situations that are deemed detrimental to the activities or the safety of the participants.

### **Activity Group Sizes**

Activity Group sizes are based on the number of campers you will be bringing and the type of classes you have selected. Activity Group sizes will range from 12 to 18 campers. Please do not arrange groups until you have received your schedule from our staff. Depending on the number of campers you bring, the number of groups you are assigned may change year to year.

### <u>Supervision</u>

It is the responsibility of the group to obtain chaperones to accompany each Activity Group and supervise the campers in their cabins, as well as in the dining hall. All groups are responsible for making sure chaperones have had their background checked in accordance with state requirements. **We suggest a 1 to 10 ratio.** 

### **Electronics**

Please do not bring any electronics to Camp. Camp Copneconic cannot ensure their safety and they disagree with the philosophy that all campers are equal. Our staff will help to monitor lost and found as best as possible but please understand that Camp Copneconic will not be held responsible for any damaged or lost items.

### Post Camp

Bed Bug Prevention – The following is information that can be shared with your families: In response to concerns regarding bed bugs, we want to inform you of the steps Camp Copneconic takes to safeguard your experience and assure your confidence in us. Bed bugs are transferred by luggage in and out of hotels, colleges, camps and even hospitals. At Copneconic, all cabins are checked for insects before a group's arrival and upon their departure. You can help prevent the spread of this nuisance by taking the following precautionary steps. Before taking your luggage into your home:

- Take your clothes, bedding and duffle type bags directly to the washer and dryer (for at least 45 minutes). If you are worried about clothing shrinking, place them in the dryer without washing for the time listed. Make sure any toiletry bags are also included.
- If using luggage, place your luggage in black trash bags and place in the sun for a day or two and/or steam clean your luggage.

# What to Bring List

Proper clothing is vitally important to a comfortable stay at camp. We run activities rain or shine. Please make sure to mark everything with the camper's name. This is a multi-season list – please edit accordingly.

<u>Beddir</u>	<u>10</u>
	Sleeping bag or blanket
	Bottom sheet
	Pillow and pillowcase
Clothir	<u>1q</u>
	Pajamas
	Daily changes of socks and underwear – Extra socks in the cold and wet months
	Light t-shirts
	Shorts
	Jeans or pants
	Sweaters / Sweatshirts
	Warm or light jacket depending on time of year
	Rain Gear (VERY IMPORTANT)
	Waterproof boots
	Hat and mittens (REQUIRED FOR WINTER)
	Two pairs of shoes (Bring an old pair of shoes that can get wet and dirty)
Persor	nal Articles
	Toothpaste and toothbrush
	Bath towel(s) and washcloth
	Comb and brush
	Soap and shampoo
	Chapstick
	Sunscreen
<u>Genera</u>	al Equipment
	Flashlight
	Large plastic bag for dirty or wet clothing
	Insect repellent (no sprays please)
	Water Bottle with name on it
	nal Equipment
	Pencil, journal or notebook
	Camera and film (If disposable, please make sure camper's name is on it)
	Book
	Hat
	Money For Camp Store

Please Do Not Bring: Pets/animals, money, cell phones, radios, CD players, iPods/MP3 players, knives, food, candy, gum, matches, cigarettes, firearms & archery equipment, blow dryers, electrical equipment, electronic games, or weapons of any sort. We are a drug & alcohol free environment. If alcohol or drugs are found or suspected, authorities may be notified. We cannot guarantee the safety of electronics and are not responsible for lost or damaged items. Thank you for your cooperation in helping us maintain a fun and safe environment!



Group :			Group Contact:	
# of Kids: # of Adults:		Phone Number:		
restrictions or co Please fax this	oncerns your gro form to Julia M	oup may ha	that our food service staff can ve. This information is needed 10-629-2128. Thank You!	best accommodate any dietary dat least 2 weeks prior to your visi
Allergy/Re		#		y specific details here
Vegeta	rians			
Peanut A	llergies			
Gluten	Free			
Other				
a parent would like	to speak directly	with the Foo		oncern you may contact Karen at (810) 6
elebrating	a Birthda	y at Ca	amp?	

# Please Remember: No Outside Foods Permitted\*\*

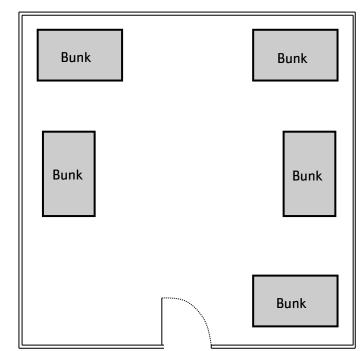
We are a peanut-free facility and often have **severe** allergies to peanuts and other foods on camp.

# **Appendix – Cabin Layouts**

16	West Center Smalls (Seminole, Ottawa, Wyandotte)
17	Frontier Lodge
18	Frontier Center Singles (Starr, Jane, Oakley, Lewis, Clark)
19	Iroquois Lodge
20	Auker Lodge
21	Largent Apartment
22	Arapahoe Lodge
23	Arapahoe Apartments
24	Lakeview Lodge
25	Choctaw Cabin
26-27	Conference Center
28	Circle C Lodge
29	Oak Yurt
30	Maple, Hickory, Pine, Cedar Yurts
31	Spruce Yurt

# West Center Singles (Heated)

Seminole, Ottawa, Wyandotte (All single cabins use either Auker or Iroquois Lodge for Bathrooms)



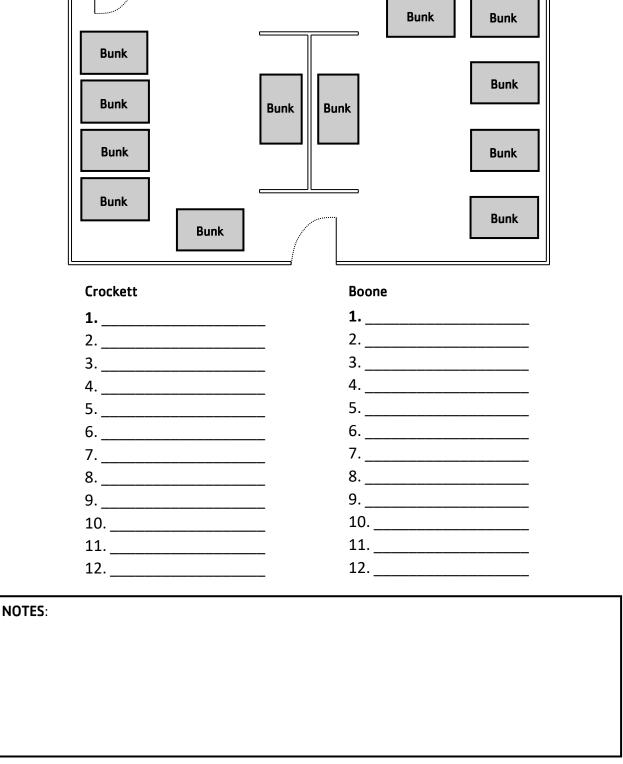
Wyandotte
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Ullawa		
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NOTES:			

# Frontier Lodge (Heated)

(All single cabins use either Auker or Iroquois Lodge for Bathrooms)



# Frontier Center Singles (Heated)

# Starr, Jane, Oakley, Lewis, Clark

(All single cabins use either Auker or Iroquois Lodge for Bathrooms)

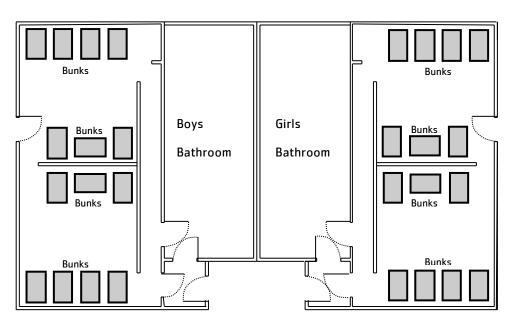
Starr 1	Bunk	Bunk	Clark 1
2			2
3			3
4	Bunk	Bunk	4
5		Builk	5
6			6
7			7
8			8
9			9
10	Bunk	Bunk	10
11		\	11
12			12
Jane	Oakley		Lewis
1	1		1
2	2		2
3	3		3
4	4		4
5	5		5
6	6		6
7	7		7
8	8		8
9	9		9
10	10		10
11	11		11
12	12		12
NOTES:			
110123.			
			18

## Iroquois Lodge

### Oneida Cayuqa Bunk 5. \_\_\_\_\_ 5. \_\_\_\_\_ Boys Girls 6. Bunk Bathroom Bathroom 7. \_\_\_\_\_ 7. \_\_\_\_\_ 8. \_\_\_\_\_ 8. \_\_\_\_\_ Bunk 10. 10. 11. \_\_\_\_\_ 11. \_\_\_\_\_ 12. \_\_\_\_\_ 12. Bunk Mohawk Tuscarora NOTES: 4. \_\_\_\_\_ 4. \_\_\_\_\_ 5. \_\_\_\_\_ 5. \_\_\_\_\_ 6. \_\_\_\_\_ 6. \_\_\_\_\_ 7. \_\_\_\_\_ 7. \_\_\_\_\_ 10. \_\_\_\_\_ 10. \_\_\_\_\_ 11. 11. 12. 12.

# Auker Lodge

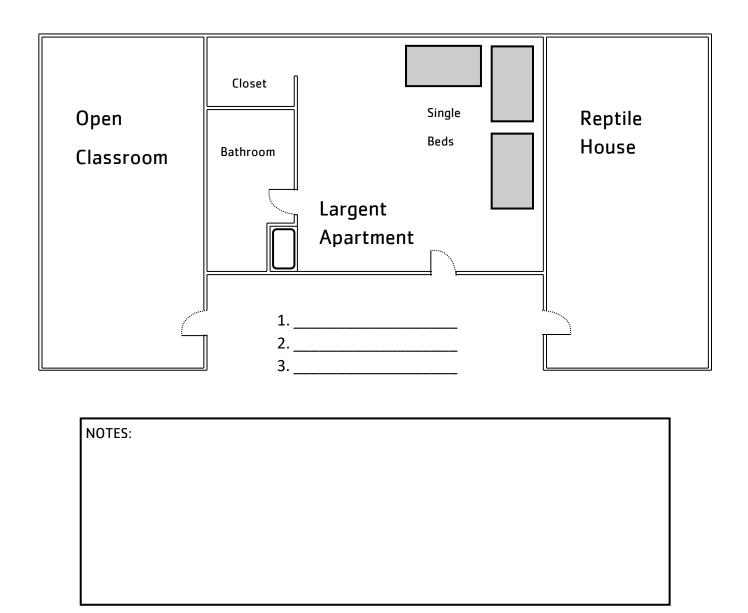
Wolf 1.
2
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NOTES:			

Coyote
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Bear
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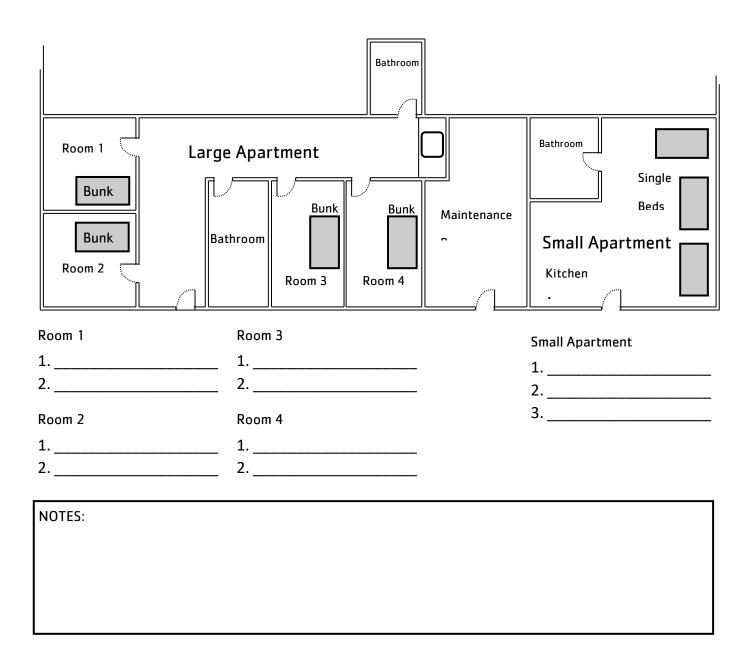
# **Largent Apartment**



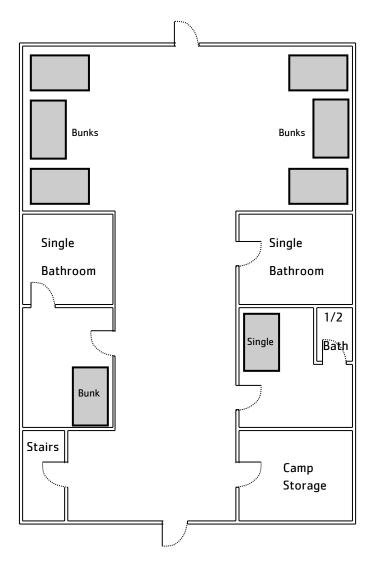
### Arapahoe Lodge

### Chickasaw Quapaw 1. 2. \_\_\_\_\_ 2. 7. \_\_\_\_\_ Girls Boys 10. \_\_\_\_\_ 10. \_\_\_\_\_ Bathroom **Bathroom** 12. Chevenne Shoshone 1.\_\_\_\_\_ NOTES: 5. \_\_\_\_\_ 5. \_\_\_\_\_ 6. \_\_\_\_\_ 6. \_\_\_\_\_ 11. \_\_\_\_\_ 12.

# **Arapahoe Apartments**



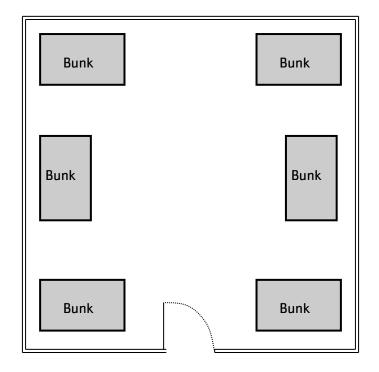
# Lakeview Lodge



Back Cabin	Bunk Room	Single Room	
1	1	1	
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4	NOTES:		
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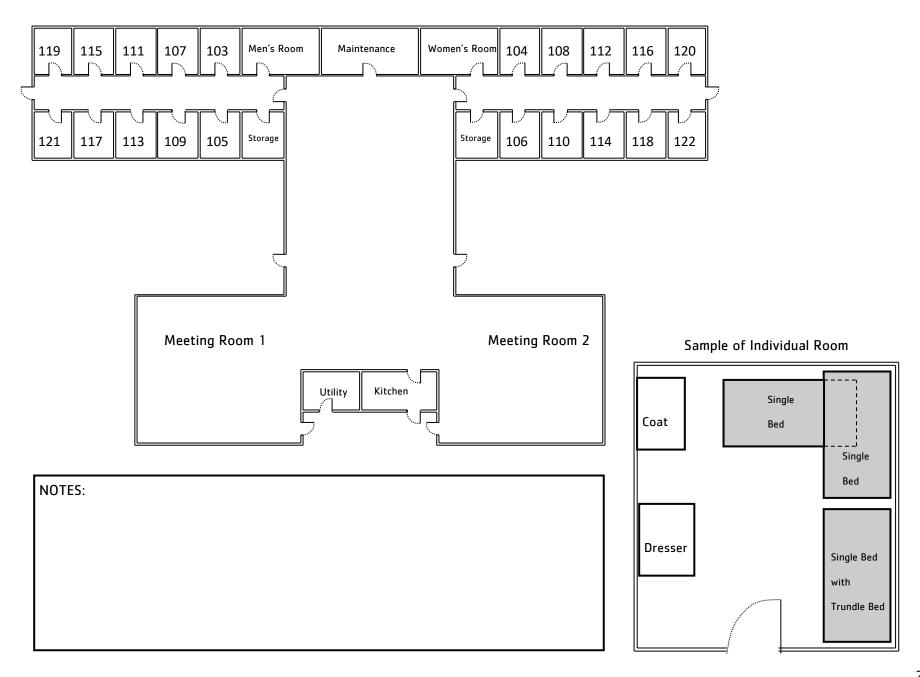
# **Choctaw Cabin (Heated)**

(Choctaw cabin uses Arapahoe Lodge for Bathrooms)



Choctaw	NOTES:
1	
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7	
8	
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10	
11	
12	

### **Conference Center**



# **Conference Center Room Assignments**

### NORTH WING ROOM ASSIGNMENTS (Boys Side)

119	115	111	107	103
1	1	1	1	1
2	2			2
3	3			
4.	4			
121	447	112	100	105
121	117	113	109	105
1				
2				
3				
4	4	4	4	4
104	108	SOUTH WING ROOM ASSI 112	GNMENTS <i>(Girls Side)</i> 116	120
1	1	1	1	1
2	2	2	2	2
3	3	3	3	3
4	4	4	4	
105				
IUh	110	114	118	122
106 1.	110 1.	114 1.	118 1.	122 1.
1	1	1	1	1
1	1 2	1 2	1 2	1 2
1 2	1	1 2 3	1 2 3	1 2 3

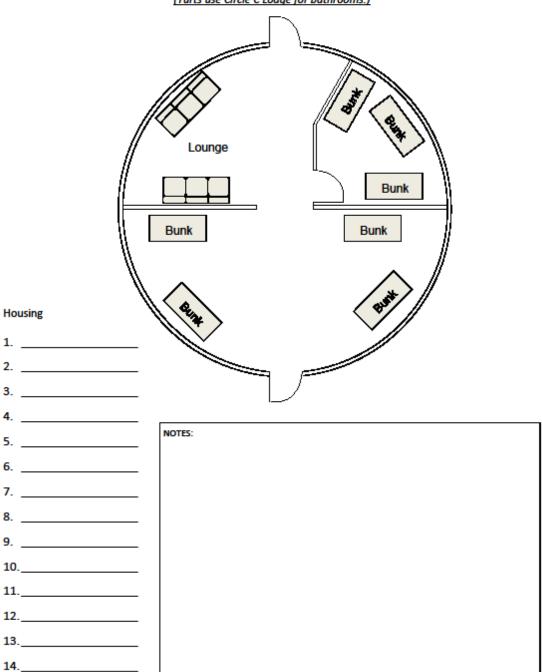
# Pony Doll Circle C Lodge 4. \_\_\_\_\_ 6. \_\_\_\_\_ 7. \_\_\_\_\_ Boys Girls Bathroom Bathroom 10. \_\_\_\_\_ 11. \_\_\_\_ Bunks Private Bunk 1. \_\_\_\_\_ Smokev NOTES: 3. \_\_\_\_\_ 4. 7. \_\_\_\_\_ 8. \_\_\_\_\_ 9. \_\_\_\_\_ 10. \_\_\_\_\_ 11. \_\_\_\_ 12. 13. \_\_\_\_\_

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Private Bunk	
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2	
Olivia	
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3	
4	
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6	
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9	
10	
11	
12	
13	28
14	28

### Yurt (14 Beds) (Heated)

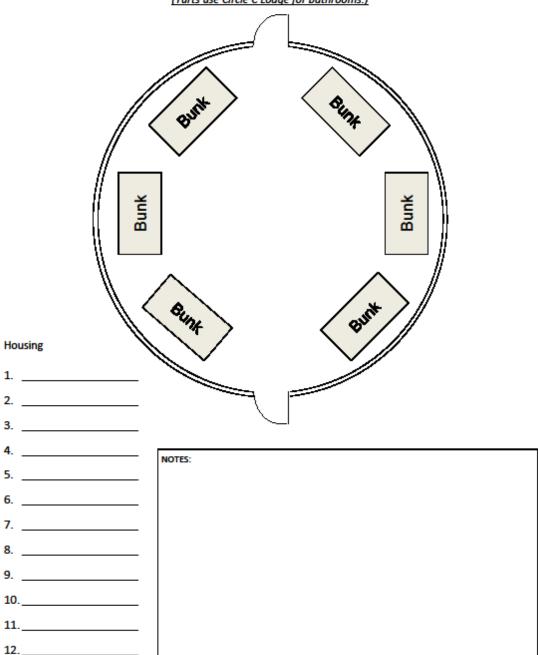
### Oak

(Yurts use Circle C Lodge for bathrooms.)



### Yurts (12 Beds) (Heated)

Maple, Hickory, Pine, Cedar (Yurts use Circle C Lodge for bathrooms.)



### Yurt (12 Beds) (Heated)

### Spruce

(Yurts use Circle C Lodge for bathrooms.)

