



## YMCA STORER CAMPS

6941 N. Stony Lake Road Jackson, Michigan 49201

(517) 536-8607

[www.ymcastorercamps.org](http://www.ymcastorercamps.org)

Dear Teachers,

Welcome to YMCA Storer Camps Outdoor Environmental Education program. This document is our Program Planning Guide (PPG) which contains a wealth of information to assist you and your teaching team plan a successful trip. Below are some highlights as you prepare for the school year.

In February 2024, YMCA Storer Camps implemented a new procedure to help insure the safety of all students and guests. All adult guests (18 years and older) are now required to be screened upon arrival or prior to arrival through the Raptor Visitor Management System. This system compares individuals to any government published sex offenders' lists. This is a very similar system that many schools already use for visitor management. If you have further questions about this procedure please see page 6 or feel free to call us directly.

As you peruse the program planning guide, you will notice some changes. The class offerings will now be labeled with month appropriate offering times. This will help your team select the most appropriate classes for the time of year you will be attending camp. We have also changed the names of some of our popular classes and have added new programs designated by an asterisk.

Our equestrian programs have been revamped, and we are thrilled to offer both Trail Rides and Horse Sense with a Pony Ride (at an additional cost). The trail ride allows students to experience riding a horse without assistance on our designated trails. Trail riders will be taught how to hold the reins, and lead the horse with Storer Camps equestrian staff spread out in the group. Horse Sense with a Pony Ride incorporates all the aspects of our popular Horse Sense class, culminating in a pony ride led by Storer Camps equestrian staff.

Just another reminder that schools are responsible for their own health care/medication management for students. See page 7 for more details and how Storer Camps staff can support you in this role.

We are asking teachers to bring all linens, towels, pillows, etc. Please share this with your teaching team.

Finally, if you would like a member of the Storer leadership team to host an informational meeting via Zoom for you and your teaching team, your students and/or parents, please reach out to us. We highly recommend this for any new schools or schools that have a new "Lead Teacher" so we can help with camp preparations. See details on page 18.

We are looking forward to your visit at YMCA Storer Camps' Outdoor Education program and are here to assist you in any way we can to help make your experience the best ever. Please contact me at any time if you, your teaching team, or families have questions prior to your visit to YMCA Storer Camps.

We can't wait to see and serve you soon at camp!

Natalie Schroder, Director - Outdoor Education

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## **WELCOME TO THE YMCA STORER CAMPS OUTDOOR SCHOOL!**

**The MISSION of YMCA Storer Camps is to put Christian principles into practice through programs and experiences in the natural environment that build a healthy spirit, mind and body for ALL.**

YMCA Storer Camps, a branch of the YMCA of Greater Toledo, is excited to serve you. Our programs have been founded on the above mission of serving people. Our Outdoor Environmental Education (OEE) program is not just a "camp," but an experiential education experience with important implications for the student both in the outdoors and back in the classroom. Our program, founded in 1969, is designed to be an extension of your school program, just as our mission is an extension of the YMCA mission. The OEE mission is to encourage students to learn experientially about the natural environment, their role as stewards of the earth, and to learn more about themselves while living and working cooperatively in a community environment. The directors, leadership team and staff are trained and experienced in every aspect of the program, and are very willing to help make your school's stay at The YMCA Storer Camps Outdoor School a rewarding one.

The goals of The YMCA Storer Camps Outdoor School Program are:

- To enable students to understand and experience the relationship between themselves and the natural environment, and their roles as stewards of the earth
- To strengthen social relationships between teachers and students as well as students and their peers
- To give the student a sense of independence and self-identity
- To give all students a chance to succeed in a non-graded environment
- To encourage the student to become more aware of their senses
- To foster an attitude of inquiry in the student
- To encourage openness and active participation in outdoor activities
- To promote the values of caring, honesty, respect, and responsibility

Our staff at YMCA Storer Camps believes that environmental education also involves opportunities for participants to learn effective communication and critical thinking skills as well as cooperative methods. We hope that you find our program, and its goals, centered in these ideals.



## SCREENING PROCEDURES

To all Lead Teachers or School Administrators,

YMCA of Greater Toledo along with YMCA Storer Camps takes very seriously the safety and well-being of its campers and program participants and, to that end, has established policies and procedures that protect people utilizing facilities and who are enrolled in camp programs. One of those policies prohibits access to YMCA facilities to any individual whose name appears on a government-published Sexual Offenders Registry.

The YMCA of Greater Toledo and YMCA Storer Camps is pleased to announce that we will begin using the Raptor Visitor Management System in all of our YMCA's to strengthen our program of safety for our members, campers and guests. Part of keeping Youth and families safe is knowing who is on our property at all times, and the Raptor system will allow us to do that. The Raptor system will better allow us to Y-screen visitors, guests, and contractors in our YMCA's and provide us with a safer environment for our students and staff.

Effective February 1, 2024, all guests, visitors, contractors, vendors and chaperones over the age of 18 will be required to be screened either prior to or upon arrival. They will be asked to present a photo ID such as a Driver's License, which can either be scanned or manually entered into the system.

The Raptor system checks the visitor's name and date of birth for comparison with a national database of registered sex offenders. The registered sex offender database is the only official database checked by the Raptor system. The Raptor system will check to ensure that registered sexual offenders are not entering our YMCA without our knowledge.

No other data from the ID is gathered or recorded and the information is not shared with any outside agency. The safety of our campers, guests, youth and families is our highest priority and the Raptor visitor management system allows us to quickly identify those that may present a danger. Thank you in advance for your understanding and your support in enhancing the YMCA's safety protocols.

If you have any questions please feel free to contact YMCA Storer Camps at 517-536-8607.

## YMCA STORER CAMPS HEALTH SERVICES INFORMATION FOR SCHOOL STAFF

**\*\*YMCA Storer Camps does not have a licensed medical professional onsite for the Outdoor Education program.\*\***

### **SCHOOL STAFF HEALTH CARE RESPONSIBILITIES**

- A. All schools should have an adult on duty at all times with First Aid and CPR certification from a nationally recognized provider.
- B. Schools are responsible for their own first aid/health care and first aid supplies.
- C. We advise our school leaders to gather, in writing, the following information on their participants:
  - a. Name and Address
  - b. Emergency contacts names and telephone numbers
  - c. A listing of any known allergies or health conditions requiring treatment, restrictions, or other accommodations while on site.
  - d. For minors without a parent/guardian on site, signed permission to seek emergency treatment or signed religious waiver.
- D. Schools are responsible for disseminating health information to their participants.
- E. We advise schools to store and lock all medications (both prescription and over-the-counter) except when in the possession of the person responsible for administering them. Please discuss with your Storer Representative where/how to best store/lock school medications when at camp.
- F. After a review by legal, risk management and our medical committee, it has been determined that due to the regulations in the State of Michigan, YMCA Storer Camps cannot maintain on site Medical Cannabis or Cannabidiol (CBD).

### **POLICY REGARDING CBD PRODUCTS**

Federal Law supersedes conflicting State Law. Because medical and recreational marijuana are prohibited at the Federal Level, YMCA Storer Camps does not allow medical marijuana or CBD products, including oils or gummies, to be stored or administered on camp property.

### **HEALTH RESOURCES AT STORER CAMPS**

#### **Medication Storage**

- All student/adult medications must be in a secure/locked location while at camp. The only exceptions are emergency medications that need to be kept with student/adults (i.e. epi pens, rescue inhalers, etc.).
- Schools may choose to bring their own storage/locked containers (recommended for schools with minimal medications) or for schools with larger quantities of medications ask about using Storer's locked containers. We do have a limited amount of space, so please discuss with your Storer representative options available.
- If students have medication that needs refrigeration, please let your Storer Representative know so proper/locked refrigerator location can be arranged.
- Over the counter medications must be provided by the school or students.

## **Medication Distribution**

- Schools may bring medications to meal times/evening programs for ease of distributing medications to students.
- If school has a large quantity of medications, they may choose to utilize our health office space for distribution. Please discuss with your Storer representative as soon as possible so we can coordinate with other schools attending during your stay.
- Schools may want to provide cabin leaders with a list of students and when they need medications (ie B,L,D or snack) to relieve teachers from calling names/tracking down students.

## **Isolation for sick students**

- Storer Camps will provide short term isolation room/bed if students need to be separated from other students prior to their departure from camp.

## **First Aid Supplies**

- Storer will still maintain basic first aid kits (stocked with bandages, gauze pads, and medical tape) in cabins and camp buildings; however, schools should plan to bring their own first aid supplies if more than just the basics may be needed while at camp.

## **Bed Wetting Clean Up & Supplies**

- Schools should plan on washing & drying bedding/clothing if students have an accident while at camp.
- There are bedwetting clean up kits kept with the basic first aid supplies in each cabin.
- Schools may utilize the washers/dryers that are located at Storer's north health center and Stranahan teacher's quarters. Storer Camps will provide detergent for both locations.

## **Sick Campers**

- If schools need to call 911, please work with your Storer Representative so we can assure that necessary help (Napoleon Police, Napoleon Fire & Rescue, nearest Ambulance responds to each 911 call made from camp) gets to sick individuals as quickly as possible.
- If campers are sick during the night, schools should plan to care for their students' needs. There are vomit clean up kits kept with the basic first aid supplies in each cabin.

## **Mask Supplies**

- Schools should plan to provide extra masks for students/cabin leaders if needed.

## **Extra Clothing Needs**

- Schools may want to consider bringing an extra supply of warm clothes, hats, mittens, etc. to have on hand if needed for students who don't bring enough/proper clothing.

## **On Call Assistance**

A Storer staff member will be on call 24 hours a day, if needed for additional assistance. The on-call number will be given to your group upon arrival at camp.

## Frequently Asked Questions

**1. Please explain the Total Guaranteed Numbers.**

The Total Guaranteed Number is the number of participants you are guaranteeing to bring to camp and will be billed for.

**2. If fewer students end up attending camp than I projected, will I still have to pay for the Total Guaranteed Number of students on my Agreement?**

Yes. However, as stated in your Agreement, you do have the opportunity to change the Total Guaranteed Number of participants attending camp. You have up to 4 weeks BEFORE your camp experience to change those numbers. Any changes must be submitted in writing. You may send a letter, fax, or email. We will need your student gender breakdown, cabin leader and teacher numbers, your signature, and school name. You will be charged for your actual participants or 90% of your Total Guaranteed Number, whichever is greater.

**3. Why is my gender breakdown so important?**

Due to strict fire codes, we can only house 8 to 16 participants in each cabin or lodge unit. If you have 6 male students and 1 cabin leader for a cabin of 8, no problem. However, if you have 8 male students and 1 cabin leader for a cabin of 8, you would need 2 male cabins. One student of either gender can make all the difference!

**4. If my student numbers go down, can I keep the original number of cabins and travel groups that I projected?**

Not necessarily. Cabin/Lodge space is based on your numbers. Therefore if your numbers go down, so would your cabin/lodge space. Travel groups are based on numbers and cabins. Generally speaking, we combine one boy cabin and one girl cabin to make a travel group. If your numbers go down, so do your cabins, meaning your number of travel groups will also decrease.

**5. If I cannot pay my deposit by the date on my Agreement, what do I need to do?**

Call us! Please call us and we will try to work out some arrangement with you. DO NOT assume your spot will be cancelled if you do not make arrangements.

**6. Why do I need to know my student numbers 4 weeks from my camp visit?**

We must put in requests for food, programming and horses, if your school is riding. We need to make sure we have the proper amount of staff assigned to work. Everything is based on your number of participants.

**7. Are there refunds for students that go home early?**

If a student is sent home due to misbehavior or sickness, the child will be billed for the entire week of camp.

**8. Who is responsible for Cabin Leadership?**

Schools are responsible for recruiting, training and evaluating Cabin Leaders. Cabin leaders can consist of the following: High School students (preferably AT LEAST 16 years old), college students, parents/guardians or teachers. See details in your Program Planning Guide about applications, reference forms, training options, etc.

**9. What if a child has food concerns that parents/guardians want to discuss?**

Parents can call 517-536-8607 (ext. 206) to speak with our Food Service Manager about food or concerns. These should also be noted on the school planning sheet that is available from your Storer Camps host.



**10. Why does camp require the cabin rosters two weeks in advance?**

Generally your school is not the only school to visit us during any given week. This means that we need to look at the needs of all schools and make a schedule that serves all guests equally. By having the cabin rosters two weeks in advance, we are able to make certain you will have the best possible camp experience.

**11. Can parents/guardians visit while their children are here at camp?**

YMCA Storer Camps strongly advises against this for a number of reasons. Students act differently around their peers, their Teachers, Cabin Leaders, and our Educators than they do around their own parents/guardians. Students need to have the freedom of building community here at camp. Also, we have few problems with homesickness here at camp. Once a parent/guardian shows up or speaks to their child on the phone, students may display the tendencies of homesickness that just didn't exist before the visit or call. Experience has taught us that this is simply not a good idea. Parents are welcome to come and take a tour with their student(s) before their child's camp experience. All we ask is that they call ahead to arrange a tour with one of our staff members.

**12. Can we add a bed or even a mattress on the floor for just one more student?**

No, due to fire codes our cabins house 8, 10, 12, 14, or 16 participants. Each wing of our lodge units sleeps 14 participants.

**13. Are the cabins and bathrooms heated?**

Yes they are!

**14. Are the showers group showers or single showers?**

Some are group, some are single. We won't know which one your students are assigned to until they arrive at camp. We recommend in the student packing list that all students bring a bathing suit.

**15. Where do the teachers stay while at camp?**

At least one school district employee must be on camp grounds at all times. Teachers may stay in the cabins, however, we do have teacher lodging available. Teachers should expect to share the facilities with the other school(s) attending. The teacher housing, Stranahan Lodge, has 17 beds divided amongst 10 rooms. Two rooms have triple occupancy, three rooms have double occupancy, and five rooms have single occupancy. There are four bathrooms and a common area upstairs. Downstairs has two bathrooms and a larger common room, with a full kitchen and laundry facilities. Additional lodging is available in apartments above the North Health Center, which includes 3 bathrooms, 7 beds, and a kitchen/living area. Teachers will be assigned to housing units based on the number of teachers in attendance. **Though we understand requests for specific housing, our program directors make the final housing decisions to best and most comfortably accommodate all guest teachers. All school personnel are responsible for providing their bedding.**

**16. What about smoking and alcoholic beverages?**

The use or possession of alcoholic beverages and illegal drugs is prohibited on camp property. The YMCA Storer Camps Outdoor School is a smoke free facility. Guests are asked to go off the property to smoke.

**17. What should we do when we need to make a phone call?**

We encourage teachers to bring a cell phone as we do not have phones for general use available on camp. The teachers will share any medical or discipline concerns with the parents/guardians. Cell phones are permitted for Cabin Leaders only. We do suggest Teachers bringing their own walkie-talkies or two-way radios to camp as a means for better communication for Cabin Leaders and School staff.

**18. How do students receive important messages?**

Students are not permitted to use camp phones, and are not permitted to have cell phones at Camp. If there is an emergency, parents should contact the teacher in charge of the school trip.

## Program Information

### Transportation

Please arrange transportation to and from camp for students and Cabin Leaders. You may choose to utilize your school district bus service, charter buses or personal vehicles. For larger groups, many teachers have found it convenient to also utilize a separate truck or bus for luggage. **Be sure to include transportation costs in your total camp cost.**

### Arrival and Departure

Arrival on your first day should be between 10-11am. Departure on your final day should be no later than 12pm. **If your arrival or departure time is outside these hours, please contact your YMCA Storer Camps representative.**

### Join Storer Staff In Our Classes

All classes and evening programs are taught by YMCA Storer Camps Program Educators. For the opportunity to become even more involved with your students, **we strongly encourage teachers to attend all classes and evening programs.** We feel that everyone benefits from this experience: students, staff and teachers. We do require at least one teacher and/or cabin leader to be present during every class.

### Horse Sense and Trail Riding Information

**Equine classes require an extra fee for students.** Please consult your agreement for exact fees. Horseback riding must be chosen as one of your school's regular class selections for all students. If an individual student chooses not to ride, they will still be charged to ride and an adult from the school is required to supervise that student. The additional fee will be charged for every rider. If cabin leaders and/or teachers would like to ride, and space is available, the additional fee will also be charged.

During equine classes at YMCA Storer Camps, riders must wear long pants, closed toe shoes and camp-provided helmets. Prior to the ride, all riding students must participate in our Horse Sense class. **Please note that YMCA Storer Camps will not provide trail rides during inclement weather.** When it is possible to ride in the rain, children should wear raincoats. **Rain ponchos are not acceptable for rides.** An alternate activity is available in the event that rides cannot go out due to weather.

Please be aware that, for safety purposes, some class offerings are weather dependent. **YMCA Storer Camps will not provide Canoeing, Around the Lake Hikes, Trail Rides or the Tower during inclement weather.** If choosing these classes, teachers should also choose alternative classes in the event of inclement weather.

### Students with Specific Needs

So that we may accommodate for the needs of all participants, YMCA Storer Camps must be notified at least 4 weeks prior to your program scheduling of any participants with special needs (mental, physical, dietary or programmatic). As a general rule, if a student requires care beyond the abilities of the classroom teacher, the school should plan to provide additional adult aides at camp.

## **DISCUSS CAMP GOALS TO PREPARE STUDENTS, PARENTS AND STAFF**

Your trip to YMCA Storer Camps is primarily done in the outdoors; **we are an extension of your program at school**, with all of our experiences having an educational foundation. Please prepare everyone in the following ways.

### **Educationally**

After your goals have been established, you may want to study certain units near your camp visit to make solid connections between camp and school curriculum. Communicate your goals and selected activities with the students and adults attending camp. Beyond the lessons presented during class times, many of our daily activities such as weighing food waste and composting serve as powerful learning tools. You may want to begin the discussion of these concepts at school. Also, please communicate to the Storer Representative any current classroom projects or student's prior knowledge that may be connected to camp programs. We share this information with our educators to strengthen the relevance of our program to your classroom curriculum and to ensure the students are being introduced to new material.

### **Logistically**

All participants should prepare for an outdoor experience and pack appropriate clothing and footwear for rainy/cold weather. All school staff involved in the trip should be aware of the planning process.

### **Emotionally**

Remind students, staff and Cabin Leaders that they will be entering a rustic experience where they will not bring cell phones, encounter video games, TV or stores. Discuss behavior expectations and emphasize that YMCA Storer Camps is an extension of school. Behavior contracts can be very helpful. When designing behavior contracts, remember that YMCA Storer Camps emphasizes the values of caring, honesty, respect and responsibility in our interactions with others, and our environment.

## **Information to Share with Students, Parents and School Staff**

### **STUDENT MAIL**

If parents/guardians would like to send a letter to students at camp, it should be mailed early to assure delivery during their stay. Please note that upbeat, encouraging letters are best. Letters that focus on missing their children lend to homesickness. If mail arrives at Storer after the student has returned home, it will be marked "Return to Sender." To avoid letters arriving after your student leaves camp you may want to give letters to their teachers to hand out while they are at camp. Noting on the outside "Monday", "Tuesday", "Wednesday", etc. Please send letters with return addresses. If mailing letters to camp please use the following:

Name of Student  
**Name of School**  
YMCA STORER CAMPS  
6941 Stony Lake Road  
Jackson, MI 49201

## **Outdoor Environmental Education Planning Timeline**

The key to a successful and rewarding week at camp lies in the planning process. Whether this is your first trip to The YMCA Storer Outdoor School or your fifteenth, it will be more successful with a commitment to communication and planning. Below is your planning timeline:

### **Six Months Prior**

- Coordinate transportation to camp.
- Make initial Cabin Leader arrangements.

### **Three Months Prior**

- Make your deposit to camp (20% of your total estimated bill).
- Review the Program Planning Guide.
- Secure adult that will be designated health provider/first aid during your stay.

### **Two Months Prior**

- Distribute Parent Pack and Bring-Along List to parents/guardians and Cabin Leaders.
- Finalize Cabin Leadership.
- Set up a Zoom teacher information meeting and/or Zoom parent/guardian information meeting with your Storer Camps representative.

### **One Month Prior**

- Host a parent/guardian in person/Zoom meeting using the **new** Storer Camps informational video.
- Set up a Zoom teacher information meeting with your Storer Camps representative.
- Send completed OEE Pre-Camp Planning Form to Storer representative if not already done so. Be sure to include a list of students/adults with any food allergies/special dietary concerns.
- Share any health concerns/medication needs of students to the school's health provider/first aider.

### **Three Weeks Prior**

- Make cabin assignments and send a copy to your Storer Camps representative.
- Send cabin rosters to camp (please include cabin leader names on rosters).
- Discuss camp goals and expectations with students and school staff.
- Arrange Cabin Leader training.

### **Two Weeks Prior**

- Remind families to monitor student and chaperone health conditions for the 14 days prior to camp (daily temperature checks, monitor for covid symptoms, not in close contact with person who has tested positive for covid, etc.).

### **One Week Prior**

- Finalize transportation to and from camp.
- Make emergency vehicle arrangements.
- Final meeting with school's health provider/first aider to assure understanding of medication management and health needs of your students/high school cabin leaders.

### **Before You Leave**

- Bring the following papers for your teacher use: copy of student roster and cabin assignments; medication/instructions to be given to your health provider/first aider; directions to camp.
- Pack extra supplies (i.e. student journals, teacher or cabin leader snacks).
- Take a head count of students.
- Check transportation schedule for return trip.

## Sample Daily Schedule

### First Day

Arrival between 10-11 a.m.  
Arrival/Orientation/Move In  
11:45 Malachi Orientation  
12:00 Lunch  
1:00 Cabin Leader Meeting/Afternoon Activities  
2:00 Tour  
2:30-3:30 Class  
3:45-4:45 Class  
5:00 Flag  
5:15 Dinner  
6:15 Cabin Time  
7:00-8:30 Evening Program  
8:30 Cabin Time, Showers, get ready for bed  
10:00 Lights Out

### Full Day(s)

7:45 Flag  
8:00 Breakfast  
9:30-10:30 Class  
10:45-11:45 Class  
12:00 Lunch  
1:15-2:15 Class/AA/rest hour  
2:30-3:30 Class  
3:45-4:45 Class  
5:00 Flag  
5:15 Dinner  
5:15 Dinner  
6:15 Cabin Time  
7:00-8:30 Evening Program  
8:30 Cabin Time, Showers  
10:00 Lights Out

### Departure Day

7:15 Check out of Cabins  
7:45 Flag  
8:00 Breakfast  
9:15-10:15 Class  
11:00 Depart

## **CAMP HOUSING AND CABIN ROSTERS**

### **Cabin and Lodge Information**

There are two types of housing provided for the schools: winterized cabins and lodges. Cabins can house between 8 to 16 people each. A lodge contains four units that house 14 people each. Our lodges have bathroom and shower facilities within each unit. Our winterized cabins have bathrooms and showers within walking distance.

### **Student Cabin Groups**

Our Storer Staff assign each school specific cabins and/or lodge units based on the needs of ALL groups attending the same week. Your job is to assign students into groups. A good method to assign students to cabin groups is to have each student choose a "buddy" and then put four or five pairs in a cabin together. The ratio of adults (teachers and/or cabin leaders age 16 or older) to students is at least 1 cabin leader for every 10 campers during their sleeping hours. 1 teacher or cabin leader must stay in each cabin or lodge unit.

### **Teacher Housing**

At least 1 school district employee must be on camp grounds at all times. Teachers may stay in the cabins, however, we do have separate teacher lodging available. Teachers should expect to share the facilities with the other school(s) attending. Stranahan Lodge has 17 beds divided amongst 10 rooms. Two rooms have triple occupancy, three rooms have double occupancy, and five rooms have single occupancy. Four bathrooms and a common area are upstairs. Two bathrooms, a larger common room, full kitchen and laundry facilities are downstairs. The apartments above the North Health Center have 7 beds, 3 bathrooms and a kitchen/living area. Teachers will be assigned to housing units based on the number of teachers in attendance. Though we understand requests for specific housing, Storer Staff make the final housing decisions to best and most comfortably accommodate all guest teachers. Plan to bring your own bedding and linens as camp does not provide them.

**BELOW YOU WILL FIND THE LODGING CAPACITIES. MICHIGAN FIRE CODES DO NOT ALLOW US TO EXCEED THESE NUMBERS. PLEASE USE THESE NUMBERS AS A GUIDE WHEN CREATING CABIN GROUPS. THANK YOU.**

### **Lodging Capacities**

Bunks and mattresses may not be moved into or out of cabins. Michigan fire codes prohibit numbers in excess of those listed below. Cabins are listed by sections that work best for gender divisions. The first number listed is the total number of beds. The second number is the number of beds available for students. Some beds due to their position in the cabin may only be occupied by an adult per Michigan fire codes. Remember to include the Cabin Leaders in your count when creating cabin assignments.



<u><b>Explorer Cabins</b></u> <b>12/10 Appleseed</b> <b>12/10 Boone</b> <b>12/10 Pike</b> <b>12/10 Cortez</b> <b>8 Kenton</b> <b>16 Crockett</b> <b>16 Hudson</b>	<u><b>Frontier Cabins</b></u> <b>12/10 Cumberland</b> <b>12/10 Zane's Trace</b> <b>12/10 Chisholm</b> <b>12/10 Bozeman</b> <b>12/10 Mackinac</b> <b>12 Butterfield</b> <b>16 Santa Fe</b>	<u><b>Lodges</b></u> <b>Kresge Lodge *Four Groups of 14</b> <b>Fellowship Lodge *Four Groups of 14</b> <b>Searles Lodge *Four Groups of 14</b> <b>Ewing Lodge *Four Groups of 14</b> <b>Net Zero Lodge *12</b>  <b>*ADA Accessible</b>
<b>TOTAL CABIN CAPACITY: 176</b>		<b>TOTAL LODGE CAPACITY: 236</b>

Please note: Storer Staff will assign your groups specific lodging once all schools attending have submitted their cabin rosters. You can assist us in making school lodging assignments by creating your cabin rosters and sending them to camp NO LATER THAN 2 WEEKS PRIOR TO YOUR ARRIVAL. Refer to our Map on page 36 for cabin locations. We typically divide genders between Explorer and Frontier cabin locations or lodges.

## MEETINGS AND TRAININGS WITH A STORER REPRESENTATIVE

A Storer Camps Outdoor School representative will contact you as to the best way to prepare your students, parents/guardians and teachers for the camp experience. All schools will be provided with the link to our **Informational Camp Video** so you may do your own orientation meeting at school or you may request a "virtual" teacher and student/parent meeting.

If a virtual meeting is requested, a Zoom meeting will be set up through Storer Camps where we will show the information video followed by a question/answer session with families and your Storer Camps representative. You may choose to either complete/return the "OEE Pre-Camp Planning Form" to your Storer Representative or your rep will meet with you and your teaching team via Zoom to talk through goals, class/evening programs, etc. We encourage you to schedule these meetings early so that you feel prepared for your camp experience. Your representative will contact you at least one month prior to your camp experience to discuss the best options for your school. **Please direct all questions, except those concerning billing, to this representative.**

Before your teacher meeting you should have screened all of the students planning to attend camp for any **health concerns or food restrictions**. We are more than happy to accommodate most menu restrictions, but we must know about them in advance. **Please include a list of students/adults and any health/food concerns on the "OEE Pre-Camp Planning Form"**. This is a Google Doc so changes/additions can be made by the teachers throughout the planning process. You should have also looked over the Curriculum Guide in order to create a spectacular camp experience for your students!

Please share your goals, expectations, and questions with the Storer Camps representative. We take thorough notes regarding your experience from year to year, but if your school is returning please

remember to share with us your traditions and any details that can help us prepare for your school's program. The Storer Representative will help with your classes and evening program selections, share expectations with you, and coordinate any other special needs your group may have. They will also review new curriculum options and program policies so that everyone is familiar with the program and knows what to expect at camp. The Storer Camps representative will be in contact with you prior to your trip to answer any questions you might have and to confirm all of your scheduling for your experience.

### **INTERVIEW CABIN LEADERS AND FINALIZE CABIN LEADER ROSTERS**

**We recommend a thorough interview with each candidate. Be open and honest about what the week will require from each Cabin Leader. It is very important to stress to the applicants that being a Cabin Leader is not a week's vacation, but a learning experience about children, the environment and themselves.**

The following are suggested interview questions when selecting Cabin Leaders:

- Did you come to Storer Camps as a student?
- What do you remember from the experience?
- Do you have memories of your Cabin Leader and what they did for you?
- Have you been a camper, staff or volunteer at any camp?
- What extracurricular activities are you involved in? (high school/college only)
- How do you spend your free time?
- Why are you interested in being a Cabin Leader?
- What do you think your responsibilities would be as a Cabin Leader?
- What would be the greatest reward of being a Cabin Leader?
- What would be the greatest challenge of being a Cabin Leader?
- Are you willing to stay off your phone for a week except for camp-related business?
- How would you get your campers excited about a class or activity at camp?
- How would your closest friends describe you?
- If you could change one thing about yourself, what would it be?
- Who, besides your parents/guardians, has had the most impact on your life and why?
- Have you had any experience working with children? When?
- How would you handle a discipline problem? (present a scenario)
- How do you handle stress or anger?
- What type of support do you expect from the teachers while you are at camp?
- What can be done for you prior to camp that will help you be a successful Cabin Leader?
- One a scale from 1-10, 1=follower and 10=leader—how would you rate yourself?

After interviewing and selecting your Cabin Leaders, please finalize Cabin Leader rosters to determine who will be coming to camp. You can also begin to think about how you would like to train these Cabin Leaders. If you would like them trained by a Storer Camps representative, let us know when you schedule your other pre-camp meetings.

## **SCHEDULE OR CONDUCT A CABIN LEADER TRAINING**

The following are options for Cabin Leader Training Sessions:

1. The YMCA Storer Camps Outdoor School will provide complimentary written training materials, contained in this section, for the school staff to perform their own Cabin Leader training.
2. The YMCA Storer Camps Outdoor School will provide complimentary cabin leader training via video conferencing at a date and time arranged prior to camp.
3. The YMCA Storer Camps Outdoor School will provide a complimentary, somewhat abridged, Cabin Leader training at Storer Camps 1.5 hours before student arrival, with the earliest starting time being 9:00am. Schools are responsible for transportation to camp.

## **Providing Your Own Cabin Leader Training Session**

Because Cabin Leadership is a key to the week's success, we strongly encourage a Cabin Leader training session before your camping experience begins. This training should cover camp and school rules, Cabin Leader expectations, techniques for working with your students, daily responsibilities and some team building exercises.

If you choose to do your own Cabin Leader training, we encourage you to look over the following materials in preparation. You will need a space large enough for all of your Cabin Leaders to sit comfortably and to stand in a circle. In addition, you should have a copy of the "Outdoor Education Cabin Leader Guide" for each of your Cabin Leaders. This guide provides the main content of your training and should be covered thoroughly. We also recommend role-playing some common camp scenarios and some teambuilding and group games in your training. Allow about 1.5-2 hours for an interactive training.

The clearer you make your expectations, and the more specific you are with ideas on how to work with your students, the more successful your week at camp will be. We hope the following ideas and information will be helpful in your training.

# **Cabin Leader Training Materials**

- **Making Cabin Leader Arrangements**
- **Cabin Leader Code of Conduct**
- **Cabin Leader Training Guide**
- **Conducting a Cabin Leader Training**
- **Role Playing Scenarios**
- **Child Abuse Prevention & Detection Section**
  - **Definitions of Child Abuse**
  - **Possible Indications of Abuse**
  - **Disclosure**
  - **Guide to Responding to Abused Child**

## MAKING INITIAL CABIN LEADER ARRANGEMENTS

**It is the school's responsibility to select, screen, train, and evaluate Cabin Leaders. School staff is also responsible for supervising and coaching Cabin Leaders during their stay at camp.** Each cabin must have a Cabin Leader. The type of Cabin Leader you choose is crucial, for it is their maturity, enthusiasm and commitment that make the week successful for the students.

On the following pages you will find all you need to make initial Cabin Leader arrangements. Included are tips for choosing Cabin Leaders, a job description, an application, a code of conduct, and a reference form. **If your school does not already have a Cabin Leader/Adult screening process**, you may choose to use the application form and references Storer provides for you. **Schools maintain the application and references forms for your records.**

### Four Sources for Cabin Leadership

1. College students may be acquired from local colleges that allow their students to serve as Cabin Leaders as part of their degree program. College students as a whole are better cabin leaders than high school students, but are harder to obtain due to their schedules.
2. Teachers, student teachers or teachers' aides may be Cabin Leaders, although this role does place restrictions and extra responsibilities upon them. Some school districts believe it is crucial that teachers stay in the cabin. They feel that the more teachers are involved in the week's activities, the more the students will benefit from the experience.
3. High school students, preferably juniors and seniors, may be selected from your school district. **These students must be at least 16 years old, and it is recommended that at least 50% of them must be at least 17 years old.** They should be carefully screened and trained. While these students tend to have a lot of enthusiasm and commitment as counselors, they occasionally lack the judgment necessary to care for ten students. Many school districts encourage high school students to become Cabin Leaders, feeling it is a valuable educational tool for leadership training. You may utilize them again as leaders for the next year if they excelled in their duties. Using a contact at the district's high school is helpful.
4. Parents may also be utilized as Cabin Leaders. Careful consideration should be given in choosing parents/guardians willing to be involved in the entire camp experience. You want to assure that their goal is to provide leadership for all students, not just their own child. We do not allow adult Cabin Leaders to bring along other children and/or family members.

**The selection process for Cabin Leadership is extremely important in ensuring a positive experience for your students. We have provided an application form, optional reference forms and signed code of conduct. Check with your school regarding their specific requirements/screening process for overnight chaperones.**

On the following pages...

- Cabin Leader Job Description
- Code of Conduct for Cabin Leaders



**YMCA STORER CAMPS**  
6941 Stony Lake Road Jackson, Michigan 49201  
(517) 536-8607  
[www.ymcastorercamps.org](http://www.ymcastorercamps.org)

### **BEING A CABIN LEADER FOR YMCA STORER CAMPS**

Serving as a Cabin Leader is an exciting challenge. It is an opportunity to see new approaches to education, to be outside, sleep in a cabin, eat in the dining hall, experience classes, learn about group dynamics, child psychology and ultimately to be responsible for a small group of students. It is important to think of this program as a **SCHOOL EXPERIENCE** for the students, and it should be an educational experience for you too. It is different from summer camp and from a formal school setting. Cabin Leaders are expected to stay on site during the entire school visit.

#### **The goals of our Outdoor Environmental Education program are as follows:**

- To enable students to understand and experience the relationship between themselves and the natural environment and their roles as stewards of the Earth
- To strengthen social relationships between: teachers and students, students and their peers
- To give the students a sense of independence and self-identity
- To give all students a chance to succeed in a non-graded environment
- To encourage the students to become more aware of their senses
- To foster an attitude of inquiry in the child
- To encourage openness and active participation in outdoor activities
- To promote the values of caring, honesty, respect, and responsibility

#### **Cabin Leader Responsibilities:**

1. To make certain that each student's personal needs are properly met.
2. To supervise students in the cabins at night.
3. To see that students are dressed appropriately for varying weather conditions.
4. To make certain that students get to each activity on time and prepared.
5. To attend daily meetings with staff and teachers.
6. To help with support and discipline during classes and activities.
7. To promote caring, honesty, respect, and responsibility in all aspects of our program.
8. Cabin leaders are required to report any and all incidents to both a teacher and a The YMCA Storer Camps Outdoor School Staff member.

#### **Policies that all leaders must observe while at YMCA Storer Camps:**

1. Profanity or foul language is not permitted.
2. Good judgment in relationships between different ages and sexes must be exercised.
3. YMCA Storer Camps is a SMOKE FREE facility.
4. No alcohol or illegal drugs are permitted at or on camp property.
5. Although legal in Michigan, the use of marijuana and CBD products is prohibited.
6. Physical punishment is not permitted by state law or by YMCA Storer Camps policy.
7. All school rules apply at YMCA Storer Camps.
8. Cabin Leaders should not put themselves in a position where they are one on one with a student. Stay within sight and sound of other adults and/or students when speaking to a student.

**YMCA Storer Camps reserves the right to dismiss any person whose behavior contradicts these policies.**

**Preparing for the week:**

- You will receive a Bring Along List. This is outdoor education! Pack carefully and be prepared for rainy or cold weather. Remember to **bring an alarm clock/phone and a watch**. No Radios, electronic games, etc. are permitted. Cell phones are allowed and used for emergency purposes.
- A Cabin Leader training program is provided by the school staff or by YMCA Storer Camps staff. Contact the school to find out when your training will occur.
- Find out about the students you will supervise. What age are they? Do you know some stories to share at bedtime? What things would be important to a student at this age?
- Some people participate in our Cabin Leader program to fulfill a school project or service requirement. If you have any forms that need to be completed to document your experience, please give copies to the Lead Teacher of the school you are accompanying.

**Thanks for your participation! YMCA Storer Camps and the schools we serve depend on your volunteerism and exceptional energy in order to provide an outdoor environmental education experiences for students. We appreciate your time and effort and believe you will benefit from the experience.**

Sincerely,

The YMCA Storer Camps Outdoor School Team

## **YMCA Storer Camps: CODE OF CONDUCT**

YMCA Storer Camps provides the following information on the expected Code of Conduct for Outdoor Environmental Education Cabin Leaders and teachers while participating in the Outdoor Environmental Education program. For the purpose of this Code of Conduct, staff is defined as school administrators, teachers, YMCA Storer Camps employees, Cabin Leaders and/or anyone who has contact with youth participants. Staff is required to read and sign this document.

- In order to protect school, staff, volunteer and program participants, at no time during an Outdoor Environmental Education program may a staff person be alone with a single child where they cannot be observed by others. As staff supervise children, they should space themselves in a way that other staff can see them.
- Staff shall never leave a child unsupervised.
- Staff should not abuse children, including: Physical abuse - strike, spank, shake, slap; Verbal abuse - humiliate, degrade, threaten; Sexual abuse - inappropriate touch or verbal exchange; Mental abuse - shaming, withholding love, cruelty; Neglect - withholding food, water, or basic care. Any type of abuse will not be tolerated and may be cause for dismissal from the YMCA Storer Camps Outdoor Environmental Education program and a report filed with the Protective Services Division of the Family and Independence Agency.
- Staff must use positive techniques of guidance, including redirection, positive reinforcement and encouragement rather than competition, comparison and criticism. Staff will have age appropriate expectations and set up guidelines and environments that minimize the need for discipline. Physical restraint is used only in predetermined situations (necessary to protect the child or other children from harm), is only administered in a prescribed manner by trained personnel and must be documented in writing.
- Staff respond to children with respect and consideration, and treat all children equally regardless of sex, race, religion, or culture.
- Staff will respect children's right to not be touched in ways that make them feel uncomfortable, and their right to say no. Children are not to be touched on areas of their bodies that would be covered by a bathing suit.
- Staff will refrain from intimate displays of affection towards others in the presence of children, parents/guardians and staff.
- While the school and YMCA do not discriminate against an individual's lifestyle, they do require that in their job performance, staff will abide by the standards of conduct set forth by the YMCA.
- Staff must appear clean, neat and appropriately attired.
- Using, possessing, or being under the influence of alcohol or illegal drugs during working hours is prohibited.
- The use of tobacco and marijuana at camp is prohibited.
- Profanity, inappropriate jokes, sharing intimate details of one's personal life and any kind of harassment in the presence of children is prohibited.
- Staff must be free of physical and psychological conditions that might adversely affect children's physical or mental health.
- Staff will portray a positive role model for youth by maintaining an attitude of respect, loyalty, patience, courtesy, tact, and maturity.
- An alleged perpetrator will be isolated from participants while a thorough investigation is conducted.
- Under no circumstances should staff release children to anyone other than the authorized parent, guardian, or other adult authorized by the parent or guardian.

I understand that any violation of the Code of Conduct may result in dismissal from YMCA Storer Camps and a potential investigation by the Family and Independence Agency.



## **YMCA STORER CAMPS OUTDOOR SCHOOL: CABIN LEADER TRAINING GUIDE**

Welcome to YMCA Storer Camps! The Storer Camps Leadership Team, staff and classroom teachers are here to help you in every way we can. Your job this week is a 24-hour a day responsibility. We are parents/guardians, advisors and friends to each child in camp, as well as responsible for organizing the camp program. Please do not hesitate to call on the staff for help or advice.

Because we are the adults responsible for the students' supervision, it is expected that we all maintain an exemplary standard of behavior. We are their role models for the week. Your students' association with you this week can be the most positive experience of the whole program or the most negative. Your campers will reflect your energy and attitude, so a lot depends on you! Expect to have a wonderful, rewarding experience, but please don't expect a vacation. Once the children arrive, it is your responsibility to focus all your attention and energy on them. This is no small task, so make sure to get plenty of sleep before you arrive at camp and maintain your health.

Please be aware that we have only one set of standards here that applies to students and adults alike, to set the tone of equity and fairness. For the most part, all rules listed or stated apply to everyone equally. These rules are based on the values of caring, honesty, respect and responsibility.

### **Just as teachers in the classroom:**

- **We are not permitted to smoke or vape on camp property.**
- **We are not permitted to use profanity or foul language.**
- **We need to use good judgment in relationships of different ages and sexes.**
- **We are not permitted to use alcohol or drugs. Use of these is cause for dismissal from camp.**
- **We need to make sure students are on time, properly dressed, acceptably clean and getting the most they can out of the week.**
- **We need to be focused on the supervision of the campers, not our phones.**

More than anything, we need your enthusiasm. We hope you find the week enjoyable and educational.

### **Goals:**

It is best to keep the following Outdoor Environmental Education goals in mind as the week progresses.

1. To help students live responsibly with other students.
2. To lead students toward a greater appreciation of the natural world.
3. To allow teachers to participate with their students in the outdoor setting.
4. To foster growth and cooperative skills in educational and living situations.

In addition to these program goals, each Cabin Leader should have five strong areas of concern:

1. To help individual students develop their personalities and skills, with special attention toward those students who need our help the most.
2. To build a strong feeling of cabin unity and pride. This group pride will help you and your students overcome problems within the cabin and to function as a strong, cohesive group.
3. To develop your group into one that is on time, accomplishes assigned tasks and works well together. This will build a positive attitude about the things kids love to do, and their part in the overall program.
4. To handle "stressful" situations such as injuries, wet beds or stolen property respectfully: Ask for help, but remember that your first duty is to take charge and calm the situation down and give reassurance.
5. To promote caring, honesty, respect and responsibility in daily interactions and through role modeling.

### **Behavior Management:**

Many Cabin Leaders are confused as to how to "discipline" their students. The best definition of discipline for our purposes is simply "training" that develops self-control, character, orderliness and efficiency. We are here to train

students in a positive way to have useful skills, concern for their fellow human beings, and an appreciation of the outdoors. We encourage you to promote the five "Rules to Make Life Easier" listed below.

1. Speak for yourself...not for anyone else.
2. Listen to others...then they'll listen to you.
3. Avoid put downs...who needs 'em?
4. Take charge of yourself...you are responsible for you.
5. Show respect...every person is important.

**VERY IMPORTANT: When disciplining any student, DO NOT ever allow yourself or put yourself in a situation where you are alone with a student (no one around to hear or see the situation) -- Cabin, bathrooms, etc.**

You will have fewer problems if you make it clear from the beginning of the week what you expect from your students. As soon as a student's behavior or attitude disrupts your cabin or the program, and you cannot get him/her to respond, seek the help of a teacher, the Storer Camps Leadership Team, or another staff member.

### **Tips to Avoid Behavior Problems**

1. One compliment is worth ten criticisms. Congratulate kids on a job well done.
2. You may not use physical force to punish a student.
3. Do not make a lot of threats, and never ones that you are not prepared to back up immediately. A better approach may be to give the student choices of how to redirect their behavior. Please check with the teachers or Storer Camps Leadership Team to find out what choices can be presented to unresponsive students (what can be used as leverage).
4. A child should always be separated from the group before serious discussion begins, or a consequence is given out. Talk to the student by yourself first. If you do not see improvement, have a teacher talk to the student.
5. It is much easier to start firm and loosen up as the week goes on. It is very hard and usually painful to regain lost control.
6. Ask for help from the teachers, Storer Camps Leadership Team, or staff. This will not be a negative reflection on you, but rather a sign of your concern.
7. Don't wait! Take care of the problem now. It won't go away by itself -- it will only get worse.

**As a form of physical discipline, a child shall not be deprived of food or sleep, be placed alone without staff supervision, observation, or interaction, or be subjected to ridicule, threat, corporal punishment, excessive physical exercise or excessive restraint. This is not just a rule devised by YMCA Storer Camps. IT IS THE LAW. If in doubt on the correctness of a certain disciplinary procedure, consult the Storer Camps Leadership Team.**

Students who do not respond to discipline, or are repeat offenders, may be sent home for the good of the entire group. The teachers and the Program Director make this decision.

### **General Camp Rules**

The following rules are outlined to students when they arrive on their first day at camp. As Cabin Leaders, you are expected to follow these rules unless otherwise noted.

1. When the hand goes up, the mouth goes silent.
2. The rules you have at school apply to you at camp.
3. Enter the barn only when a Storer staff member invites you in.
4. You may go down to the lake only when a Storer staff member is with you.
5. You may only enter your own cabin. (Except Cabin Leaders helping in other cabins).
6. Please do not write on the cabin walls or bunks.
7. Keep all belongings outside the yellow square and off the heater.
8. All medications must be submitted to teachers and kept secured out of the cabins, except for rescue inhalers and EpiPens.
9. All food, candy, or gum must be given to your teachers and will be returned before you leave.

10. Help return equipment to where it belongs after you use it, and help clean up after classes.
11. Please keep sticks and stones on the ground.
12. Leave critters where you see them.
13. No putting anyone else down or negative comments.
14. Students are not permitted to use any phones except in the presence of their teacher.
15. Foul language is not tolerated.
16. Shoes must be worn at all times.
17. Students need to have 2 buddies and notify the Cabin Leader if leaving the group.
18. Video games, cell phones, radios, curling irons, blow dryers are not allowed.
19. No raiding or knocking on cabin windows or doors. NO pranks allowed.

### **Cabin Clean Up**

Each cabin group is responsible for cleaning its cabin before breakfast. The cabin inspectors will check each cabin after the breakfast bell. After breakfast, the inspectors, known affectionately as "Mop and Glow", will report how clean the cabins were. Cleaning up can be fun! But if you have a negative attitude, so will the students. Take pride in working as a team. Items Mop and Glow check include:

1. Beds made and clothes in suitcases.
2. Trash both inside and outside of the cabin picked up.
3. Doors and windows closed.
4. Swept floors.
5. Inside lights and porch lights turned off.
6. Everyone out of the cabin and at flagpole on time.

### **Meal Procedures**

1. There must be an adult at each table. If two adults are at the same table, face the center of the dining hall and do not sit next to each other. Double up with a teacher instead of another Cabin Leader.
2. You are in charge at your table -- enforce good table manners. Encourage the use of "please" and "thank you", and other manners appropriate for a casual family style meal.
3. Sit at a different table each meal and encourage a variety of students to sit with you.
4. During the announcements, help keep your table quiet and attentive to the instructions.

### **Health Procedures**

1. Schools are responsible for storing and distributing all medications and any first aid needs. Check with your teachers for more details on when/how they plan to distribute medications/first aid for your students.
2. Please do not give any child any medication.
3. No medication should be kept in cabins, unless needed for emergencies (epi pens, inhalers, etc.)

If someone in your cabin wets the bed and notifies you in the morning, discreetly note their bunk location and bedding description and let your teachers know as soon as possible. If they notify you in the middle of the night, spare sleeping bags are available in the back room of the Health Center. Wet Bed kits are available in each cabin and in each lodge kitchenette and contain gloves, a trash bag to place soiled bedding, and a wipe to disinfect the mattress. School staff will wash bedding during the day and have it back on the student's bed before the next evening.

### **Extra Cabin Responsibilities**

Throughout the week, cabins will be assigned various tasks. A schedule is included in your Cabin Leader Booklet which you will receive at your meeting with your Storer representative shortly after your arrival or following the 1<sup>st</sup> lunch. Storer staff will assist you and your students in completing your responsibilities. It is a good experience for students to clean up after themselves. Make sure each student does their share, and your involvement will be a good example. Such tasks include: sweeping the dining room floor after meals, raising or lowering the flag, setting the tables and taking out the compost.

## **Cabin Activity Time**

After every meal, you and your cabin group will have about half an hour of cabin activity time. During this time, you need to make sure that your cabin group is prepared for the next planned class or activity (changing clothes, using the restroom, etc.). You and your group may have some extra free time. The Cabin Leader is responsible for the supervision of students during this time. Your cabin needs to remain together and students should not be left in the cabin alone. Here are some ideas to do with your group:

1. Visit the Playground.
2. Play an active game outside: basketball, volleyball, soccer, tag, etc.
3. Sit inside to talk or play games. Create a cabin chant or cheer. Write letters or read a book.
4. Go for a walk and explore camp.

## **Classes**

14 hours of formal class time is scheduled during a five-day week. These classes are taught, with your assistance, by the staff. Try to assist the instructor as much as possible. Introduce yourself to the staff at the beginning of class and ask how you can help. Some students have a mental block about the word "class". Your enthusiasm and positive attitude can go a long way in overcoming this problem. For example, it is much better to say, "Let's go to Firequest!" rather than "We have to go to class".

## **Evening Activities**

Each evening there is an organized activity that involves participation by the entire group. Once the program is complete, cabins are dismissed individually. Everyone is expected to return quietly to their own cabin. You are expected to stay in your cabin with your students and not make visits to other cabins. All lights, except the porch lights, are to be turned out and students quiet in bed no later than 10pm. The teachers perform bed checks each night. You are in charge of your cabin; should you decide to turn off the lights sooner, it is your prerogative to do so.

## **Bed Time**

One of the hardest challenges you may deal with is getting your cabin group to bed and asleep on time. The following are some bedtime ideas to help you:

- During cabin time on the first day, set up your bedtime expectations.
- No ghost stories! You may think they are harmless, but you will have a lot of scared, sleepless students.
- Take the entire cabin group to the bathrooms before lights out to "try" -- they will have no excuse to leave the cabin for the bathrooms immediately after lights out.
- If your students are staying in the traditional cabins: assign, or have the students choose, bathroom buddies for the night. Instruct the students to wake you before they depart for the bathroom and have them check in with you upon their return.
- Students are normally tired but so worked up and excited about being at camp that they do not let themselves fall asleep. If you monopolize the conversation they will not talk and will most likely fall asleep. You can tell or read them a story.
- Topics for cabin chats: sports, today's events, vacations, stories, hobbies, tomorrow's events, etc.
- Avoid the following topics: drugs, alcohol, smoking, sex, gossip and inappropriate jokes or stories.
- Hint: Collect all flashlights at lights out and line them up by the front door. They will be there if the students need them, but the flashlights won't be in their hands as a temptation to bother others.
- Do not allow pillow fights, hanging from the rafters, jumping on bunks or any other physical behavior.
- Let your cabin group know that their teachers will be roving about the cabin area after lights out. They will be checking that all cabin groups are quiet, sleeping and with the lights out.
- If a student in your cabin is noisy, uncooperative, or causing a disturbance, inform the student that you will contact their teachers. If the behavior does not change, it is important to follow through. The teachers from your school will be roving each night to check in with you and your students.

### **Emergency Procedures**

Procedures to follow in the event of a fire or tornado will be covered by the Storer Camps Leadership Team in detail at your first afternoon meeting. In the event of an emergency in camp, a staff member will ring the dining hall bell continuously.

**Child Abuse Prevention:** See attached Child Abuse Prevention and Detection (pages 33-34). Any suspected or unusual situations should be reported to the school representative and a Storer Camps Leadership Team member.

## Conducting a Cabin Leader Training (Time: 3 hours)

### Objectives:

- Foster an understanding of the role and expectations of a Cabin Leader.
- To practice counseling techniques that might help ensure a successful stay.
- Provide an opportunity to meet other Cabin Leaders and ask questions.
- To acquaint Cabin Leaders with their support structure at camp.

### Materials:

- Copies of "Outdoor Education Cabin Leader Guide" for each CL.
- Copies of "Child Abuse Prevention and Detection" for each CL.
- Cut out a copy of the Role Playing Scenarios so each group can get just one.

### Introduction

The role of the Cabin Leader at camp is arguably the most important component to how much the students enjoy their stay at camp. The students naturally mimic the behaviors and attitude that the Cabin Leaders role model. If Cabin Leaders are positive and respectful, then the students will be. If Cabin Leaders are withdrawn, negative, or disrespectful, the students will demonstrate that same behavior. The hope of this training is to answer any questions the Cabin Leaders might have and to give a few "tools" which will help to ensure an enjoyable stay at camp.

### Activity: Name Games

To start, it is always good to allow people to get to know each other so they will more openly participate in this training. It is often good to break up your explanation of the rules and expectations listed in the Outdoor Education Cabin Leader Guide with a few games. This technique develops team spirit among your Cabin Leaders, provides them with ideas to use with the kids, helps them remain focused, and reminds them that camp is fun and sometimes a little wacky. Some ideas follow. You can also use games you know and love.

- **Action Syllables:** (A good name game for 8-12 people)  
With the group standing in a circle, have the participants think about how many syllables are in their name. They will need to match one simple action with each syllable. For instance, "Mary" has two syllables in her name, so she grabs her nose with "Ma..." and jumps with "...ry." Once Mary has done her action while saying her name, the whole group repeats in unison. After the 2nd person does his name, the whole group repeats his name/action, and then Mary's again. And so it goes 'til everyone's done it.
- **Knots:** (6-20 people)  
Start with the group in a snug circle (you can have several small groups of 6-10). Have folks join hands across the circle (not right next to them) so that each person is holding two hands from two different people. The object now is to untangle to a circle, or several circles, without letting go of hands.
- **Line-ups:** (unlimited number)  
The object is to have the group line-up shoulder to shoulder in a specific order given by the leader i.e., birthdays, height, alphabetically, etc. Best if done as a silent exercise and even more challenging if some or all are blindfolded.

**Discussion:** Have cabin leaders share if they were ever an outdoor education student or cabin leader before. What is one thing they remember most about their cabin leader? This allows the cabin leaders to begin thinking about their role as Cabin Leaders coming up.

### Activity: Herding Cats

This activity is role-playing of different scenarios that might come up at camp. It is also a way to keep your training more light and interactive. This role-playing can be done as just one activity later in the training or it can be done throughout the training to help make a point. If you choose the intermixed option, start by having a pair of Cabin Leaders randomly draw one of the scenarios to act out (select scenarios you think are appropriate for your group and change as needed). Give them a few minutes to plan what they would like to present. A lighter option of this is to have them come up with an improper response and a proper response.

Throughout the training there are clues to tell you which scenario would be appropriate at that time. Start each section with improper responses, cover the information in the section, and then do the proper response (this will help set the Cabin Leaders up for success). It is not always necessary to come to closure during a role-play, but only to begin an interaction. After each role-play, have the group discuss what they liked about the interaction, what they might do differently, and also allow time for people to ask questions. Make sure to make it clear if something presented is inappropriate.

### **Discussions:**

(Scenarios 1 and 2: A wrong way)

Using the Cabin Leader Guide, read the "Introduction" section. (Whenever reading as a group it is best if everyone can follow along and to have multiple people read, to keep others interested). Lead a discussion on this section.

- If we are acting as the student's caregivers/guardians for the week, what are some characteristics of a good parent?
- How are these characteristics the same and different for a friend?
- How are the responsibilities of a parent/guardian and a friend different?
- Why is it important for our behavior to be what we want the students to be?
- Can anyone think of what might help you meet these expectations throughout the week?

(Scenarios 1 and 2: A right way)

(Scenario 3: A wrong way)

- Read the "Goals" section of the Cabin Leader Guide and discuss.
- How can we help students find their own "victory" this week?
- What can you do to build connectedness in your cabin?
- How can you promote caring, honesty, respect and responsibility in your cabin?

(Scenarios 3: A right way)

(Scenarios 4, 5 and 6: A wrong way)

Read the "Behavior Management" section of the Cabin Leader guide. Read the bolded section twice.

- In each of the scenarios, what was the cause of the behavior?
- Why is it better to not just correct the behavior but correct the behavior and the cause?
- What would you do at camp if you have a behavior problem? What if you could not control the situation?

Note: Always approach a situation with respect; it is bad behavior not a bad kid.

(Scenarios 4, 5 and 6: A right way)

(Scenarios 7 and 8: A wrong way)

What components or activities will make up a typical day at camp? (Write them on a flip chart) What is a Cabin Leaders responsibility for each of these? After the Cabin Leaders answer, read the section on the component (if there is one) in the "What to Expect at Camp" section of the Cabin Leaders Guide. Read any section not read during your discussion. There is a lot of information in this section so take time throughout the reading to ask for questions.

(Scenarios 7 and 8: A right way)

Hand out "Child Abuse Prevention and Detection." If doing the Herding Cats throughout your training, explain that the wrong way will not be shown in this section since there should be nothing funny about child abuse. Read through with the Cabin Leaders. (If you are cutting information for time sake, be sure to cover the "Follow-up at Camp" section.)

- Are there any questions about what to do if you suspect child abuse?

(Scenario 9: A right way)

### **Wrap-Up:**

Return to the questions that were written at the start. Were all these questions answered? Go through and have the Cabin Leaders answer each of the questions. Ask if the cabin leaders have any last questions or clarifications.

Thank the Cabin Leaders once again for their time. Remind them of the importance of their energy and enthusiasm. Ensure that they know they are not alone, if they have questions or would like some help, a teacher or a staff member would be more than happy to help them.

### Role Playing Scenarios

1. Your campers are constantly swearing. You ask them to stop. They say if you were cool, you would let them.
2. The staff is trying to get the dining hall quieted down; your table is talking and not paying attention.
3. You notice a clique developing in your cabin and a few campers have complained that they feel excluded.
4. A camper continuously makes demands of other kids. They say they'll be their friend if they do special favors for them and they exclude those who don't follow their rules.
5. A camper, who normally is involved in activities, says they don't want to horse ride because it's stupid.
6. A camper in your cabin clings to you. They remain near you during activities and always asks to help you.
7. You wake up to the smell of urine and realize one of your campers has wet the bed.
8. A camper at your table is not eating anything.
9. A camper mentions during a conversation that they feel uncomfortable when a certain adult hugs them.



## Child Abuse Prevention and Detection

### **DEFINITIONS OF CHILD ABUSE**

There are four types of child abuse. They are defined as:

**Physical:** Physical abuse is an injury or pattern of injuries that happen to a child which are not accidental. These injuries may include beatings, burns, bruises, bites, welts, strangulation, broken bones or death.

**Neglect:** Neglect occurs when adults responsible for the well-being of a child fail to provide for the child. Neglect may include not giving food, clothing, shelter; failure to keep children clean; lack of supervision and withholding medical care.

**Emotional:** Any chronic and persistent act by an adult that endangers the mental health or emotional development of a child including rejection, ignoring, terrorizing, corrupting, constant criticism, mean remarks, insults, and giving little or no love, guidance and support.

**Sexual:** Sexual abuse is the sexual assault or sexual exploitation of children. Sexual abuse may consist of numerous acts over a long period of time or a single incident. Children can be victimized from infancy through adolescence. Sexual abuse includes rape, incest, sodomy, fondling, exposing oneself, oral copulation, penetration of the genital or anal openings, as well as forcing children to view or appear in pornography. The perpetrator keeps the child from disclosing through intimidation, threats and rewards.

### **DISCLOSURE**

Children may disclose abuse in a variety of ways. They may come to you in private, and tell you directly and specifically what is going on: unfortunately, this is one of the less common ways for children to disclose. More common ways include:

Indirect hints, e.g., "My brother wouldn't let me sleep last night," "Mr. Jones wears funny underwear," "Daddy doesn't like me," "My babysitter keeps bothering me." A child may talk in these terms because he/she hasn't learned more specific vocabulary, feels too ashamed or embarrassed to talk more directly, has promised not to tell, or for a combination of these reasons. Gently encourage the child to be more specific, within the limits of their vocabulary, but bear in mind that in order to make a report you do not need to know exactly what form the abuse has taken.

Disguised disclosure, "I know someone who is being touched in a bad way," "What would happen if a girl told her mother she was being molested but her mother didn't believe her?" Here the child might be talking about a friend or sibling, but is just as likely to be talking about her/himself. Encourage the child to tell you what he/she knows about the "other child," it is probable that the child will eventually tell you whom he/she is talking about.

Disclosure with strings attached, "I have a problem but if I tell you about it you have to promise not to tell anyone else." Most children are all too aware that some negative consequences will result if they break the secret of abuse; often the offender uses the threat of these consequences to force the child to remain silent. Let the child know you want to help him/her, and that the law requires you to make a report if the child discloses abuse; just as the abuse itself is against the law, so too it would be against the law for you not to report. Assure the child you will respect their need for confidentiality by not discussing the abuse with anyone other than those directly involved with the legal process, who might include the school nurse or counselor, school principal, and/or the Child Protective Services investigator.

### **Suggestions for Responding to Disclosure**

Find a private place to talk with the child.\*  
Do not panic or express shock.  
Use the child's vocabulary.  
Reassure the child that it is good to tell.  
Report to the proper authorities.

Express your belief that the child is telling you the truth.  
Let them know that you will do your best to support them.  
Reassure the child that it is not their fault.  
Determine the child's immediate need for safety.  
Let the child know what you will do

If the child discloses during a lesson (activity where other children are involved), acknowledge the child's disclosure and continue the lesson/activity. Afterwards, find a place where you can talk with the child alone. \*Remember, your role is not to investigate the situation. It is your responsibility to report the abuse, set in motion the process of getting help for the child, and be supportive of the child.

**\*Although we recognize how difficult it can be for a child to disclose abuse, the YMCA policy states that staff or volunteers should not be alone with the child or where they cannot be observed by others during this time.**

Materials taken from the Committee for Children.

## **A Guide to Responding to the Abused Child**

Feelings of anger, guilt, denial, confusion are normal reactions to have. The way we respond to children will affect them. The best response is to go slowly, not to ask for too much information too quickly and to keep the focus on the child's needs. This means that the adult responding should not focus on revenge toward the abuser or their own guilt. Such a response will only frighten the child.

**Believe the Child:** Experience in treatment and reporting indicates that children seldom make up stories about abuse. Even if the story is false or exaggerated, there may still be serious family problems.

**Be a Good Listener:** Allow the child an opportunity to talk freely with you if he/she is comfortable, but also remember to respect the child's right to silence.

**Reassure the Child:** Let the child know that sharing this information with you was the right thing to do. Let the child know that you will try to keep him/her safe and to help the family. Be honest with the child regarding your responsibility to report the incident. Do not promise not to tell. Be careful not to make any promises about what may or may not happen.

**Help Relieve the Child of Guilt:** Children often believe they are to blame for the abuse. Explain that what happened was the responsibility of the adult, or the bigger child.

**Be Available to the Child:** For some children, the abuse may not have been traumatic, but the subsequent intervention was. The child may need your support and understanding during this family crisis.

**Protect the Child's Right to Privacy:** You may assume the special role of advocate for the child by reminding their peers or staff about the child's right to privacy.

**Follow-up at camp:** Schools and camps are Mandated Reporting Sources. It is not our job to investigate or evaluate what needs to be done. If a situation arises that the child reports abuse, you suspect abuse, or a child reports a questionable action you must report it to a School representative, Storer Leadership Team or Director of Outdoor Education. They will in turn report it to the appropriate agency. We need to respect and protect all persons involved, so you should talk with no one else about the situation.

The ways in which adults respond to the abused child influences the level of anxiety felt by the child. Our goal is to lessen the trauma for the child. The decision to report may pose personal and family conflicts. Regardless of the situation, failing to report allows the problem to continue. By reporting suspected child abuse, we not only protect the child, but it may mean the difference between a lifetime of guilt and one of healthy family relationships.

Adapted from handout developed by Child Abuse Prevention Services, Inc., Lansing, Michigan.

# Driving Instructions to YMCA STORER CAMPS

**★Important Note: If you are using an online mapping service or GPS unit to navigate use this address:**

**6941 N. Stony Lake Rd.  
Jackson, MI 49201**

**★If you enter YMCA Storer Camps into Google it will take you to the incorrect entrance on the south side of the lake. Enter the above address.**

## **FROM TOLEDO, OHIO AND POINTS SOUTH:**

- Take U.S. 23 North into Michigan.
- Exit at Dundee (exit # 17).
- Turn left, taking M-50 going west.
- Drive 40-45 minutes through several small towns, passing Brooklyn to Napoleon. Just as you enter Napoleon, across from the BP gas station, turn left onto Stony Lake Rd. If you reach the Mobile gas station in Napoleon, you have gone too far.
- Go ¼ mile, until Stony Lake Road divides into North Stony Lake Road and South Stony Lake Road.

Once on Stony Lake Road, after ¼ mile, Stony Lake Road divides into North Stony Lake and South Stony Lake Rd. Stay right on North Stony Lake Rd and drive approximately 2 miles. You will see the North Center entrance on your left.

## **FROM ANN ARBOR/DETROIT AND POINTS EAST:**

- Go West on Interstate 94 to exit # 157, Pierce Rd/Old US-12.
- Turn left and proceed West on Old US-12 (which eventually turns into E. Michigan Ave).
- As you near the town of Grass Lake, turn left on Norvell Rd. You will see a car dealership and bank near this intersection. Go approximately 6 miles.
- Turn right onto Sharon Valley Road at the 4-way stop.
- Turn right onto Austin Road.
- After about one mile, you will come to a stop sign in Napoleon, MI. Turn left, go ½ block to a BP gas station on your left, and turn right onto Stony Lake Road.
- Go ¼ mile, until Stony Lake Road divides into North Stony Lake Road and South Stony Lake Road.

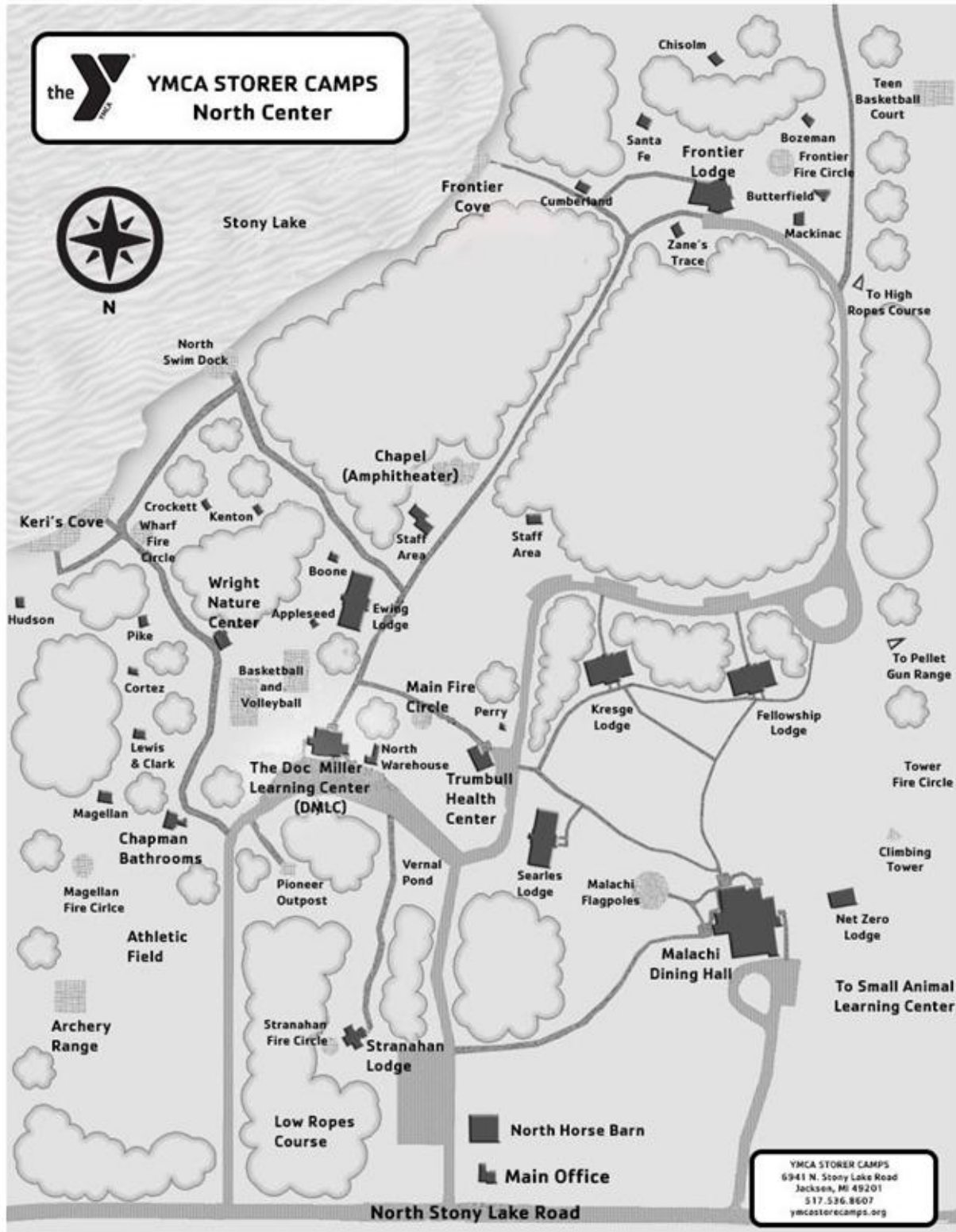
Once on Stony Lake Road, after ¼ mile, Stony Lake Road divides into North Stony Lake and South Stony Lake Rd. Stay right on North Stony Lake Rd and drive approximately two miles. You will see the North Center entrance on your left.

## **FROM LANSING, BATTLE CREEK, AND POINTS NORTH AND WEST:**

- From Lansing, take U.S. 127 South to Interstate 94, then turn East and take exit # 142 (South on Route 127).
- From Battle Creek, continue Eastbound on Interstate 94 and take exit # 142 (South on Route 127).
- Exit onto Highway M-50 and head East (toward Monroe).
- Continue East on M-50 about five miles to Benton Road. Turn right onto Benton Road and travel about two miles to the first stop sign. This is North Stony Lake Road. Turn left here, and look for the North Center entrance on your right

**If you have any difficulties finding camp, please call us M-F (8 am- 5pm) at (517) 536-8607.**

# North Center Map



**We hope you have a fantastic  
Outdoor Environmental Education  
Camp Experience with  
YMCA Storer Camps!**

# **YMCA STORER CAMPS**

6941 Stony Lake Road  
Jackson, Michigan 49201

517-536-8607

Fax 517-536-4922

[www.ymcastorercamps.org](http://www.ymcastorercamps.org)

