

## Sky Ranch General Parent Information 2020

As many of you already know, our fifth grade students will be attending Sky Ranch, an outdoor education center, on **April 22-24, 2020**. This camp is located near the city of Van in East Texas, an hour and a half from Dallas. This program is an extension of the regular classroom where students will have the opportunity to participate in hands-on activities that will develop their awareness, appreciation, and understanding of the outdoor environment.

**Cost:** The cost of the program is **\$200** per student. The final deposit is due **March 6**. Please visit the 5th Grade Blog (<https://tce5th.blogspot.com>) for more information about online payments and payment options.

### Health

To assure students have immediate medical care available while they are at camp, Sky Ranch requires each school to bring a nurse or other first aid-trained individual. We are so lucky to have our school nurse, Sue Kane, coming with us!

### Medication

Mrs. Kane, our school nurse, **will collect medications prior to our departure**. She will be responsible for dispensing all needed medications while at Sky Ranch. Students will take meds at meal time in the dining hall and at bedtime if needed. **All over-the-counter medications must be in the original bottle and have specific directions as to dosage and frequency written by the parent. Prescription medications must be in the original bottle with dosage and frequency listed on the label. Each medication should be separately bagged in a zip-lock bag with a completed medication form, which you can find within this packet.** Additional forms may be obtained from Mrs. Kane or your teacher. **Medications will be administered only to students whose parents send medication with appropriate dosage and frequency information.**

### Sky Ranch's Safety Policy

Per Sky Ranch: *"We believe in the practice of 'Safety First' so we make safety a part of our culture. Everything starts here. Our safety covers staff hiring, emergency procedures, abuse prevention, activity safety, food safety, facilities, security, health care, and training for leading and working with guests."*

### Buddy System

Students are expected to remain with their adult leader and group at all times. The "buddy system" will be enforced. Students are expected to have another student with them at all times while they travel around camp (ie. from one free time activity to another, to the restroom, etc.).

### Emergency Needs

Should an emergency arise, 911 will be called. A staff member will make the decision

as to when such an action should take place. The nearest hospital is Trinity Mother Frances Hospital located at 5414 S. Broadway Ave., Tyler, Texas. The phone number is (903) 606-6500.

**Should an emergency arise, parents will be called and expected to immediately go get their child.** Staff members will have cell phones and walkie-talkies for emergency needs.

In the case of emergency, you may contact Sky Ranch and they will help get you in contact with the lead teacher of your child's school. When you call, please be ready to provide them with your name, your student's name, and the name of the school they are attending camp with (Town Center Elementary).

**Sky Ranch Security Phone:** 903-352-0916

**Sky Ranch Guest Services:** 903-266-5010

**Chrisleigh Heller, Director of School Programs:** 903-266-3360

### **Weather**

In the case of light rain, the students will continue to have classes and activities outdoors; however, in the case of inclement weather, all classes, rec time hours, and night events will be held indoors. Sky Ranch has created "rainy day" versions of all classes and night events. In the case of bad weather, Sky Ranch has several safe areas for schools to take cover in along with radio communication available in every cabin in case something was to come into effect during nighttime hours.

### **Security**

The facility is enclosed by a fence and has a security gate. There are several staff members that actually live on-site, including maintenance staff. There is not a "guard" on duty, but a security intercom is in place at the gate. Those requesting entrance must communicate with a Sky Ranch staff member before the gate will be opened.

### **Visitors Policy**

Per a conversation with the Sky Ranch Outdoor Learning Coordinator, visiting is discouraged due to the time constraints of programs, group dynamics, and established parent to child ratio. Visitors will be received upon checking in at the front gate and will be directed to the group. If any visitor will be staying for a meal, a \$5.00 fee will be assessed to the visitor. If anyone is planning to visit and/or eat, please notify Jennifer Martin or Annelise Ford as soon as possible. This will aide in food preparation. **This notification must be made to Sky Ranch no less than 2 weeks before our scheduled trip.**

Students are **NOT ALLOWED TO CALL HOME.** Should a situation arise that it becomes necessary to contact a parent, one of the staff members will contact the parent.

## Meals & Dietary Concerns

### Menu – Breakfast

These are some of the food items offered: waffles, bacon, cereal, fruit bar, bagel sandwiches, cinnamon rolls, scrambled eggs, fruit bars, milk, juice and ice water.

### Menu – Lunch

These are some of the food items offered: hamburgers, relish tray, French fries, cookies, turkey sandwiches, ice cream, salad bar, punch and water.

### Menu – Dinner

These are some of the food items offered: chicken strips, mashed potatoes, green beans, gravy, rolls, apple crisp, salad bar, lasagna, French bread, cookies n cream, cake, punch and water.

### Vegetarian/Special Meals for Students and/or Adults:

There are a variety of foods available at all meals, including salad bars, peanut butter and jelly sandwiches, yogurt, etc. Sky Ranch will arrange for any special meal needs, including vegetarian or gluten free meals, with enough notice. ***Please respond to the Sky Ranch Meal Form that your son/daughter's teacher will be sending out if you have dietary restrictions.***

Students are allowed to purchase snack items from the general store/snack shop each day during rec time. Students will not be permitted to buy from the general store during meal times.

### Clothing and Packing

As a reminder, students are outdoors all day. This means they are exposed to various types of weather and vegetation. We encourage you to send appropriate clothing, shoes, and medications for any allergies that may become active. **Students are limited to ONE suitcase, a pillow, and bedding.** Cabin bunks have mattresses but no linens are provided. We suggest a bedroll or a sleeping bag in a large plastic trash bag. Shower shoes are also suggested. There may be water activities depending on the weather. A bathing suit is suggested. We ask that females bring a one-piece bathing suit or a shirt to cover up with while they swim.

### Spending Money

Students will have the option to enter the Sky Café and Sky Ranch Corner Store. Items sold in these places range from traditional convenience store snacks and milkshakes to basic souvenirs such as postcards, stickers, or t-shirts.

### Classes, Free Time Activities, & Night Activities

Students will participate in four classes during our trip. These classes are not officially set until a few weeks before our trip, but we anticipate that students will participate in *Expeditions, Challenges, Forces in Motion, and Fishing.*

Weather-permitting, students may have the opportunity to swim in the pools during free time. Per Sky Ranch, "Trained American Red Cross Lifeguards are posted at every water activity. Lifeguards are posted per the ratio requirements of the American Red Cross." **If your son/daughter is not a strong swimmer or cannot swim, please let us know on the Online Form we will be sending out.**

Students will also have the opportunity to participate in the Zip Line during free time. The zip line costs \$6. Students should bring cash and be prepared to pay with exact change. **There is a zipline permission slip included in this packet.**

### **Chaperones**

We will take three males and three females from each classroom on our trip. More information about chaperone duties is included in the Chaperone Interest Form. **The Chaperone Interest Form is due NO LATER THAN FEBRUARY 6TH.**

### **Behavior**

To ensure this is an educational experience, the CISD Student Code of Conduct expectations will be enforced. Each student and parent will be required to sign a Behavioral Contract (included in this packet) that supports this effort. Should a student fail to meet these standards, the student's parent will be **REQUIRED** to **IMMEDIATELY** go to Sky Ranch and bring the student home. During the travel time needed for a parent to arrive, the student will be removed from the general group and supervised by a staff member. There would be no refunds should this occur.

### **Student Expectations**

- All school expectations and classroom expectations apply.
- Speak in a positive manner and say "Yes Ma'am" and "Yes Sir" to all adults.
- No teasing, complaining or arguing.
- Stay with your buddy at all times.
- Respect others' privacy.
- Maintain self-control at all times.
- Stick to the daily schedule.
- Be on time to meals and classes.
- Keep money in suitcases until it is time to visit the store.
- Lights out at 10:00 p.m.
- The adult group leader will address behavior concerns **ONCE** before the situation is referred to a staff member for disciplinary actions.
- **Cabin raids of any type are not permitted as this behavior usually results in property damage or personal injury. The group responsible for such damage will pay all damages to Sky Ranch. Individuals involved in such activities will immediately be removed from the group and parents will be called to take them home.**

### **Students will not be allowed to go:**

- by the water (without an adult present)
- beyond the fences
- into or near others' cabins

## **Departure and Returning Information**

### **April 22, 2020**

Enter the building through the cafeteria entrance. Please use the teacher parking lot to unload. Cabin & Class assignments will be posted on the cafeteria windows. There will be a designated spot to label and drop off luggage.

8:15 a.m. All students and chaperones must be in the cafeteria. All luggage/bedrolls must be labeled. Students will need to have checked in with chaperones.

8:30 a.m. Buses leave for Sky Ranch  
(Chaperones will caravan in their own cars.)

### **April 24, 2020**

1:30 p.m. Buses should arrive at Town Center. We will depart from Sky Ranch at approximately 11:30 a.m. The trip is approximately one and one-half to two hours to Dallas. These are approximate times. They may be adjusted due to actual departure time from the camp.

**Students will be dismissed upon arrival to parents, so please make arrangements for students and equipment to be picked-up.**

## **Paperwork Checklist**

### **Required:**

- ☐ Sky Ranch Participant Agreement
- ☐ Health History
- ☐ CISD Permission Slip
- ☐ Behavior Contract & T-Shirt Size

### **Optional/As Needed:**

- ☐ Chaperone Interest Form
- ☐ Medication Request
- ☐ Zipline Permission Slip (Don't forget to pack \$6 for the trip!)

**Please return all completed paperwork by Friday, April 3rd.**