

# HARBOUR RIDGE OUTDOOR EDUCATION



# ACTIVITY FORMS

**division of Wesley Acres Centre and Campground**

**Revised Copy- August 2007**

## FORMS/SAMPLE PROGRAMS

### TAKEN FROM THE TEACHER'S HANDBOOK

a. Teachers' List of things to do	.....29
b. Booking Request/ Quote form	.....30
c. Consent Form	.....31
d. Program Choice Form	.....33
e. Sample Schedule- One Day outing	.....35
f. Blank Schedule- One Day outing	.....36
g. Sample Schedule- Two Day outing	.....37
h. Blank Schedule- Two Day outing	.....38
i. Sample Schedule- Three Day outing	.....39
j. Blank Schedule- Three Day outing	.....40
k. Sample Schedule- Four Day outing	.....41
l. Blank Schedule- Four Day outing	.....42
m. Team List	.....43
n. Emergency Student Info List	.....44
o. Room Grouping List- Cabins	.....45
p. Room Grouping List- Aldersgate Lodge	.....46
q. Room Grouping List- Deyo Centre	.....47
r. Room Grouping List- Mapledene Motel	.....48

**Harbour Ridge Outdoor Education  
Teachers' List of things to do**

School: \_\_\_\_\_ City: \_\_\_\_\_

Teacher in Charge: \_\_\_\_\_ Contact #: \_\_\_\_\_

Helping you prepare

- Dates booked with Wesley Acres (8- 10 wks)
- Confirmation agreement signed, returned and deposit paid (8 wks)
- Bus transportation arranged
- Adult volunteers recruited
- Permission forms to kids handed out (3- 4 wks)
- Program Choice sheet filled out and returned (2- 3 wks)
- Copy of Liability Insurance sent out (2-3 wks)
- Pre trip preparation with students
- Permission forms to kids returned
- Inform us of final student numbers and gender breakdown. (1 wk)
- PLEASE LET US KNOW OF ANY FOOD ALLERGIES (1 wk)
- Divide your students into groups and cabin groupings and return (1 wk)
- Final preparations with students/adult volunteers
- Have fun as you leave and have a safe journey

What to bring with you:

Administration

- Student Information Sheets/Harbour Ridge Consent forms
- Class Attendance Sheet
- Finalized O.E. Schedule (with Harbour Ridge Consultation)
- One School Cheque made out to "**Wesley Acres**"
- Photocopy of 1<sup>st</sup> 3 pages of your school's insurance policy (our insurers request).
- List of children on medication

Teaching Activity Materials

- Evening Program Activity Aids and Equipment (if required)
- Board Games/Videos
- Lesson plan copies for students that you are using

Bring energy and anticipation of the learning, community and fun.

**Harbour Ridge Outdoor Education**

**Outdoor Ed. Booking Request/Quote form**

◇ Wesley Acres Retreat Centre and Campground ◇ 1391 Wesley Acres Road ◇ Bloomfield, ON ◇

◇ K0K 1G0 ◇ 613-393-3159 ◇ fax: 613-393-1720 ◇ website: [www.wesleyacres.com](http://www.wesleyacres.com) ◇

Today's Date: \_\_\_\_\_

School: \_\_\_\_\_

School Board: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Teacher in Charge: \_\_\_\_\_

Contact Information: Phone#: \_\_\_\_\_ fax #: \_\_\_\_\_

Email: \_\_\_\_\_

Dates Requested: \_\_\_\_\_ Approx. Arrival time: \_\_\_\_\_

Type of Booking(circle one):

One Day                      Overnight:    1 night            2 nights            3 nights

Type of Accommodation: Cabins    Aldersgate /Deyo Centre    Mapledene Motels

Are you desiring us to facilitate instructional activities for your class    YES            NO

Grades: \_\_\_\_\_ Estimated Group Size:            Total number: \_\_\_\_\_

Students (6-12): \_\_\_\_\_ Students (13+): \_\_\_\_\_

Transportation:    Bus            Cars/vans            Teachers: \_\_\_\_\_

Will your Bus Driver be staying on site? YES NO            Other Adults: \_\_\_\_\_

Liability Insurance: We    WILL            WILL NOT    require extra insurance.

Extra Cost Activity needs (please check all those that you will need, as it will help us give you an accurate cost per student):

- High Ropes Course             Low Ropes Course             Silo Rock Climbing Wall
- Canoe Out trip             Boating and Tubing             Laser Tag (Rec. Activity)
- Boat ride to the Sandbanks             Snow Shoeing (winter only)
- Swimming- do you need us to supply a lifeguard?             YES             NO

Are there any special facility needs that you require? \_\_\_\_\_

Are there any special supply needs that you require? \_\_\_\_\_

Any other special needs/requests, budget limit, etc...? \_\_\_\_\_

**Please fax this completed form to Wesley Acres at 613-393-1720**

**Harbour Ridge Outdoor Education Consent form**

◇ Wesley Acres Retreat Centre and Campground ◇ 1391 Wesley Acres Road ◇ Bloomfield, ON ◇  
◇ K0K 1G0 ◇ 613-393-3159 ◇ fax: 613-393-1720 ◇ website: [www.wesleyacres.com](http://www.wesleyacres.com) ◇

Dear parents,

We are pleased that your child will be participating in the Harbour Ridge Outdoor Education program. This program is designed to assist schools in providing: quality learning experiences in an outdoor classroom setting. All activities are in cooperation with your child's teacher and will be coordinated by the Harbour Ridge Outdoor Education Director. Your child will be participating in field studies relevant to class curriculum, recreational programs and evening activities integrated to teach your student as a whole person.

Harbour Ridge is the Children/Youth camp a branch of Wesley Acres Retreat Centre and Campground. It is located in the heart of Prince Edward County on an island in West Lake. With 250 acres of recreational area and miles of shoreline, there are a variety of learning activities that are offered to your child. Students stay in dorms with bunk beds and will have teacher/parent cabin supervision.

Please use the O.E. checklist on the back of this form as a packing guide. Please complete the student information form (along with your school boards consent forms) and return it to your child's teacher.

Date of your trip: \_\_\_\_\_

Cost: \_\_\_\_\_

Time of departure: \_\_\_\_\_

Return time: \_\_\_\_\_

-----cut here and return bottom portion to your teacher-----  
Please fill out both sides of the permission form. Signature required on both sides

Student's name: \_\_\_\_\_ D.O.B. (y/m/d): \_\_\_\_/\_\_\_\_/\_\_\_\_

Parent/guardian name(s): \_\_\_\_\_ Home Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Work Phone: \_\_\_\_\_

City/Town/Postal Code: \_\_\_\_\_ Health Card #: \_\_\_\_\_

Health History: Chronic, recurring illnesses, medications, allergies, food allergies:  
\_\_\_\_\_  
\_\_\_\_\_

Activities that your child may be participating in (TO BE FILLED OUT BY TEACHER):

\_\_\_\_\_  
\_\_\_\_\_

Understanding that all due diligence towards safety will be carried out by Harbour Ridge staff, we give permission for \_\_\_\_\_ to attend Harbour Ridge and permit our Teachers/Harbour Ridge staff to use their best judgment in obtaining the best medical care, if needed, for our child. Any additional medical costs are our responsibility. In the event of behavioural problems, where your child clearly violated the stated rules, you will be contacted and your child may be asked to withdraw from the trip.

I also give permission for pictures, or videos that may include my child to be used by Wesley Acres/Harbour Ridge for promotional material only.

I have been informed of the curriculum/activity choices, as set out by our teacher and give permission for my child to participate in all activities scheduled.

Parent/guardian signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Harbour Ridge Outdoor Education Consent form**

◇ Wesley Acres Retreat Centre and Campground ◇ 1391 Wesley Acres Road ◇ Bloomfield, ON ◇  
◇ K0K 1G0 ◇ 613-393-3159 ◇ fax: 613-393-1720 ◇ website: [www.wesleyacres.com](http://www.wesleyacres.com) ◇

**Harbour Ridge O.E. Overnight Guest ‘What to Bring List’ (\*denotes Winter extras are required)**

- |  |                       |                       |                                  |
|--|-----------------------|-----------------------|----------------------------------|
| Bagged lunch for the 1 <sup>st</sup> day | Sunscreen             | Water Bottle          | Flashlight                       |
| 2 pairs of pants                         | shirts, 1 t shirt     | raincoat/pants/poncho |                                  |
| Sleeping bag/ bedding                    | indoor shoes/slippers | *mitts, scarf, hat    | towel/soap/shampoo               |
| 1- *2 sweaters/fleeces                   | rubber boots          | *snow boots           | *wool socks                      |
| *long johns/snowpants                    | *winter coat          | 2 pr of shorts        | swimsuit (optional) pajama’s, or |
| sleepwear                                | underwear and socks   | sun hat               | mosquito repellent               |
| 2 pens/2 pencils                         | Clipboard (optional)  |                       |                                  |
- Any School related supplies suggested by your teacher

Other things needed: \_\_\_\_\_

**Optional equipment:** ball glove, fishing rod, \*ice skates, \*hockey stick/helmet, \*Cross Country skis/boots, etc... **(upon prior approval of your teacher)**

**Students may bring and use at their own risk:** board games, binoculars, camera.

Things that we suggest **stay at** home: chewing gum, radios, tapes, CD’s, mp3 players, or electronic games  
-----cut here and return bottom portion to your teacher-----

**WAVIER AND RELEASE OF LIABILITY FORM**

**RELEASE OF LIABILITY, WAIVE OF CLAIMS, ASSUMPTION OF RISK AND INDEMNITY AGREEMENT**

**BY SIGNING THIS DOCUMENT YOU WILL WAIVE CERTAIN LEGAL RIGHTS, INCLUDING THE RIGHT TO SUE Wesley Acres Inc; its Employees; Representatives; Volunteers, Adherents & Board Members**

**Assumption of Risk:**

**Please Mark all the activities that apply to your group:**

- |                                     |                                    |  |   |                                   |
|-------------------------------------|------------------------------------|--|---|-----------------------------------|
| <input type="checkbox"/> High Ropes | <input type="checkbox"/> Low Ropes | <input type="checkbox"/> Climbing Wall | <input type="checkbox"/> Canoeing                               | <input type="checkbox"/> Kayaking |
| <input type="checkbox"/> Swimming   | <input type="checkbox"/> Archery   | <input type="checkbox"/> Tubing        | <input type="checkbox"/> Boat ride to Sandbanks Provincial Park |                                   |

1.) I, the undersigned, wish to partake in the Above mentioned Activities. While every precaution is taken to ensure the welfare and protection of each person, I recognize and understand that partaking in these activities (high/low ropes, rock climbing, canoeing, kayaking, boat ride, archery, tubing) (hereinafter called the “**Activities**”) involves certain risks. Those risks include, but are not limited to, injuries resulting from executing strenuous and demanding physical maneuvers, the risk of injury resulting from possible malfunction of the equipment used in the activities, injuries from tripping over obstacles on the activities area and falling, including but not limited to falling into other persons, falling and coming into contact with any walls, structures or ropes or falling to the floor, ground or water. Injuries can be severe or fatal, resulting from myself or my child’s failure to follow instructions and properly use the facilities, climbing walls, ski equipment or other equipment of Wesley Acres

2.) Despite these and other risks, and fully understanding such risks, I wish to partake in the Activities and hereby assume the risks of partaking in the Activities. I also hereby hold harmless the “Sponsors” and indemnify them against any or all claims, actions, suits, procedures, costs, expenses (including attorney’s fees and expenses), damages and liabilities arising out of, connected with, or resulting from my partaking in the Activities, including without limitation, those resulting from the manufacture, selection, delivery, possession, use or operation of such equipment. I hereby release the Sponsors from any and all such liability, and I understand that this release shall be binding upon my estate, my heirs, my representatives and assigns. I hereby certify to the sponsors that I am in good health and do not suffer from a heart condition or other ailment which could be exacerbated by the exertion involved in partaking in the activities.

**RELEASE OF LIABILITY, WAIVER OF CLAIMS AND INDEMNITY AGREEMENT**

**In consideration of participating in the “Activities”, I hereby agree as follows:**

- 1. TO WAIVE ANY AND ALL CLAIMS** that I have or may in the future have against Wesley Acres their directors, officers, employees, agents and representatives (all of whom are hereinafter collectively referred to as “the Releasees”);
- 2. TO RELEASE THE RELEASEES** from any and all liability for any loss, damage, injury or expense that I may suffer or that my next of kin may suffer as a result of my participation in **any of the Activities**) due to any cause whatsoever, **INCLUDING NEGLIGENCE ON THE PART OF THE RELEASEES;**
- 3. TO HOLD HARMLESS AND INDEMNIFY THE RELEASEES** from any and all liability for any damage to property of, or personal injury to, any third party, resulting from my participation in any of the above **Activities;** and
- 4.** That this Agreement shall be effective and binding upon my heirs, next of kin, executors, administrators and assigns, in the event of my death.

**[ ] I HAVE READ AND UNDERSTOOD THIS AGREEMENT, AND I AM AWARE THAT BY SIGNING THIS AGREEMENT I AM WAIVING CERTAIN LEGAL RIGHTS WHICH I OR MY HEIRS, NEXT OF KIN, EXECUTORS, ADMINISTRATORS AND ASSIGNS MAY HAVE AGAINST THE RELEASEES.**

Parent/guardian signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Harbour Ridge Outdoor Education

## Program Choice Form

School: \_\_\_\_\_ City: \_\_\_\_\_

Teacher in Charge: \_\_\_\_\_ Contact #: \_\_\_\_\_

Grades: \_\_\_\_\_ Booking Dates: \_\_\_\_\_

# Students: Boys: \_\_\_\_\_ Girls: \_\_\_\_\_ # Adults: M: \_\_\_\_\_ F: \_\_\_\_\_

### **Step One- :**

Please pick the programs you would like for your daytime instruction periods. Please select the programs below that you wish to do (2 for 1 day program; 3 for 2 night stay; 7 for 2 night stay; 11 for 3 night stay):

#### Ecological Principles

- 1. Animal Instincts for Survival
- 2. Insects for Survival
- 3. Wolf Prowl Ecological Game
- 4. Project WILD Activities
- 5. Biodiversity
- 6. Focus on Forests Activities
- 7. The Green Bible
- 8. Habitat for Community Study
- 9. Creation Stewardship in Daily Life
- 10. Exploring the Dunes (Double period)
- 11. Waring Creek Watershed

#### Animal Life

- 39. Birds in Winter
- 40. Birds and Migration
- 41. Animal Signs- Reading the Bush (W)
- 42. Camouflage
- 43. Wetland Survivor
- 44. 'Pond-er' This (Aquatic Pond Study)
- 45. Insects Study
- 46. Gone Fishing
- 47. Ice Fishing
- 48. Track Casting

#### Wilderness Travel Skills

- 12. Basic Canoeing
- 13. Canoe Tripping (extra cost)
- 14. Cross Country Skiing (W)
- 15. Snow Shoeing (W)
- 16. Introduction to Orienteering (photo)
- 17. Basic Scatter Orienteering
- 18. Score Orienteering
- 19. Canoe Orienteering
- 20. Outdoor Skills
- 21. Treasure Hunt

#### Meteorology

- 49. Weather
- 50. Acidic Precipitation/Decomposition
- 51. Snow Studies (W)

#### Outdoor Challenges/Group Development/Adventure

- 22. The Silo Climbing Wall (extra cost)
- 23. High Ropes Challenge (extra cost)
- 24. Low Ropes Challenge
- 25. Search and Rescue
- 26. Wilderness Survival
- 27. Exponential Leadership
- 28. ONPurpose Service to Others
- 29. Habitudes- Images that form Leadership

#### Geography/Geology/Field Studies

- 52. Stream/Valley Cross Section
- 53. Soil Erosion and Control
- 54. The 'Dirt' on Soil
- 55. The Dune Study (double period)
- 56. Living Water Groundwater Institute
- 57. Gravel Pit Sedimentary Rock
- 58. Stream Assessment
- 59. Waves, Water and Wind

#### Plant Life

- 30. Forest Management
- 31. Trees
- 32. Wildflowers/Ferns
- 33. Medicine Walk
- 34. Flowers/Trees and Light
- 35. Winter Plants
- 36. Maple Syrup
- 37. Gardening
- 38. Cycles- Nutrients and Decomposition

#### Cultural History

- 60. Hicksite Cemetary Study (double period)
- 61. The Stone House
- 62. United Empire Loyalists (double period)
- 63. Fur Traders
- 64. Mohawk First Nations Culture
- 65. Tyendinaga Mohawk Reservation (2 periods)
- 66. The 6 R's

#### Creative Arts

- 67. Sketching
- 68. Dried Plants
- 69. Texture Rubbings
- 70. Creative Writing
- 71. Leaf Art

Please choose 2 alternative activities, in case any of the options listed above are not available (please cite numbers):

Alternative 1: \_\_\_\_\_ Alternative 2: \_\_\_\_\_

**All booked schools must return a Program Choice sheet at least 2 weeks prior to visit.**

School: \_\_\_\_\_

City: \_\_\_\_\_

**Step 2- Evening Activities:**

Please cite any evening activities that you may wish to do. Evening activity times would be from 6:30pm to 9, or 9:30pm (times cited are only approximate):

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> 74. Night Hike- 30 minutes to 1 hr.</li> <li><input type="checkbox"/> 75. Astronomy- 1 hr to 90 minutes</li> <li><input type="checkbox"/> 76. Nocturnal Critters Game- 1 hr.</li> <li><input type="checkbox"/> 77. Laser Tag (extra cost)- 3 hrs</li> <li><input type="checkbox"/> 78. Large Group Games-1hr to 90 minutes</li> <li><input type="checkbox"/> 79. Campfire- 30 minutes to 90 minutes</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> 80. Wagon Ride- 30 minutes to 1 hr</li> <li><input type="checkbox"/> 81. Service Project- 1 hr to 2 hrs</li> <li><input type="checkbox"/> 82. Movie Night- 90 minutes to 2 hrs</li> <li><input type="checkbox"/> 83. Board Games-1 hr to 90 minutes</li> <li><input type="checkbox"/> 84. Ping Pong/Foosball/Air Hockey</li> <li><input type="checkbox"/> 85. Drama/Skits- 1 hr</li> </ul> |
|--|--|

What our night is going to look like (please fill in how you would like your evening to look like for activities):

	Evening 1	Evening 2	Evening 3 (if applicable)
6:30pm			
7:00pm			
7:30pm			
8:00pm			
8:30pm			
9:00pm			
9:30pm			

**Step 3- Recreation period options (student choice)-please check all that you want available:**

- |   |   |  |
|---|---|--|
| <p style="text-align: center;">Fall and Spring</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Beach Volleyball</li> <li><input type="checkbox"/> Ball Hockey</li> <li><input type="checkbox"/> Water Trampoline*</li> <li><input type="checkbox"/> Football</li> <li><input type="checkbox"/> Canoeing</li> <li><input type="checkbox"/> Badminton</li> <li><input type="checkbox"/> Shuffleboard</li> <li><input type="checkbox"/> Human Foosball (Spring '08)</li> <li><input type="checkbox"/> Archery (adult supervision)</li> </ul> | <p style="text-align: center;">Winter</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Basketball</li> <li><input type="checkbox"/> Soccer</li> <li><input type="checkbox"/> Swimming*</li> <li><input type="checkbox"/> Baseball</li> <li><input type="checkbox"/> Kayaking</li> <li><input type="checkbox"/> Tennis</li> <li><input type="checkbox"/> Boating and Tubing (extra cost)</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Broomball</li> <li><input type="checkbox"/> Ice hockey (weather permitting)</li> <li><input type="checkbox"/> Ice Skating (bring your own skates)</li> <li><input type="checkbox"/> X-Country Skiing</li> <li><input type="checkbox"/> Snow Sculptures</li> <li><input type="checkbox"/> Snow Shelters</li> <li><input type="checkbox"/> Floor Hockey</li> </ul> |
|---|---|--|

\*Lifeguard not provided, unless arranged ahead of time. These are not options, unless a lifeguard is provided by the school, or we provide one for you (at extra cost). Please provide name of your lifeguard upon arrival.

<p>Who will run your Thot42day:</p> <p><input type="checkbox"/> Harbour Ridge Staff    <input type="checkbox"/> School Staff    <input type="checkbox"/> Both</p>	<p>Please list any additional school staff equipment, or rooms required:</p>
---	--

Teacher In Charge Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**All booked schools must return a Program Choice sheet at least 2 weeks prior to visit.**

**Harbour Ridge Outdoor Education      Sample School Schedule- 1 day**  
 ◇ Wesley Acres Retreat Centre and Campground ◇ 1391 Wesley Acres Road ◇ Bloomfield, ON ◇  
 ◇ K0K 1G0 ◇ 613-393-3159 ◇ fax: 613-393-1720 ◇ website: [www.wesleyacres.com](http://www.wesleyacres.com) ◇

**School:** Any Town School      **City:** Any Town      **Teacher In Charge:** John Smith  
**Dates:** May 6, 2008      **Grades:** 7, 8      **Final Numbers: Students      Teacher/Adults**  
**Male:** 24      3  
**Female:** 31      6

Scenario 1- Thurs. May 6			Scenario 2- Thurs. May 6		
<b>7am</b>			<b>7am</b>		
<b>8am</b>			<b>8am</b>		
<b>9:15am</b>	<b>Instruction 1</b>	Arrival at 9:30am Welcome/intro team building	<b>9:00am</b>	<b>Instruction 1</b>	Arrival at 9:00am Welcome/intro team building
<b>10:15am</b>	<b>Instruction 2</b>	Waves, Water and Wind	<b>9:30am</b>	<b>Instruction 2</b>	Bio-diversity
<b>11:45am</b>	<b>Lunch</b>	Bag lunch on the Grounds	<b>10:45am</b>	<b>Break</b>	
<b>12:30pm</b>	<b>Instruction 3</b>	Cycles- Nutrients and Decompositon	<b>11:00am</b>	<b>Instruction 3</b>	Low Ropes/High Ropes/Team challenge
<b>2:00pm</b>	<b>Re cap Session</b>	Welcome/team building game	<b>12:15pm</b>	<b>Lunch</b>	Dining Hall
<b>2:15pm</b>		Departure	<b>1:00pm</b>	<b>Instruction 4</b>	Low Ropes/High Ropes/ Team challenge
			<b>2:15pm</b>	<b>Re cap Session</b>	
			<b>2:30pm</b>		Departure
	<b>Thunderstorm Activity (day)</b>	Survival Simulation Game		<b>Thunderstorm Activity (day)</b>	Wildlife Who's Who















**Harbour Ridge Outdoor Education**

**Team List (for overnight guests)**

School: \_\_\_\_\_

City: \_\_\_\_\_

To make every effort to best serve you and your students, we ask that you divide your class into small groups (or teams) during your stay here. We would recommend you groups of 4- 5 students with one adult leader (if possible per group).

Some of the activities would require students to be in smaller groups. This helps us work with you in providing the best possible experience here. Also, as part of a team, students will work together for a meal in the dining hall to help clean dishes and tables. This cooperative service to others is part of the holistic community team-building and sharing the load that many teachers say sets “class tone” for the rest of the year. This also helps keep our costs down for you.

Upon your arrival, we will have your group divided into the teams with their ‘time’ for meal time help. Please fill you this roster below and return it to us at least one week in advance. Copy this sheet if you need more groups.

If you want to name the teams, or have the students name their team ahead of time, we can accommodate that. You can also make it a fun competition throughout your stay.

Team #1: \_\_\_\_\_

Team #2: \_\_\_\_\_

Adult leader: \_\_\_\_\_

Adult leader: \_\_\_\_\_

Students: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Students: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Team #3: \_\_\_\_\_

Team #4: \_\_\_\_\_

Adult leader: \_\_\_\_\_

Adult leader: \_\_\_\_\_

Students: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Students: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Team #5: \_\_\_\_\_

Team #6: \_\_\_\_\_

Adult leader: \_\_\_\_\_

Adult leader: \_\_\_\_\_

Students: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Students: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Harbour Ridge Outdoor Education**

**Emergency Student Info List**

School: \_\_\_\_\_ City: \_\_\_\_\_

Teacher in Charge: \_\_\_\_\_ Booking Dates: \_\_\_\_\_

Example: Cathy Smith      0123 456 789      Jack and Susan      (613) 555-5555      555-5555

Student Name	Health Card #	Parent/Guardian Name(s)	Home Phone #	Work Phone #
1. _____	_____	_____	- _____	- _____
2. _____	_____	_____	- _____	- _____
3. _____	_____	_____	- _____	- _____
4. _____	_____	_____	- _____	- _____
5. _____	_____	_____	- _____	- _____
6. _____	_____	_____	- _____	- _____
7. _____	_____	_____	- _____	- _____
8. _____	_____	_____	- _____	- _____
9. _____	_____	_____	- _____	- _____
10. _____	_____	_____	- _____	- _____
11. _____	_____	_____	- _____	- _____
12. _____	_____	_____	- _____	- _____
13. _____	_____	_____	- _____	- _____
14. _____	_____	_____	- _____	- _____
15. _____	_____	_____	- _____	- _____
16. _____	_____	_____	- _____	- _____
17. _____	_____	_____	- _____	- _____
18. _____	_____	_____	- _____	- _____
19. _____	_____	_____	- _____	- _____
20. _____	_____	_____	- _____	- _____
21. _____	_____	_____	- _____	- _____
22. _____	_____	_____	- _____	- _____
23. _____	_____	_____	- _____	- _____
24. _____	_____	_____	- _____	- _____
25. _____	_____	_____	- _____	- _____
26. _____	_____	_____	- _____	- _____
27. _____	_____	_____	- _____	- _____

## Harbour Ridge Outdoor Education Room Grouping List

School: \_\_\_\_\_

City: \_\_\_\_\_

Teacher in Charge: \_\_\_\_\_

Contact #: \_\_\_\_\_

Please fill out this cabin list as complete as possible and fax to Wesley Acres at least one week ahead of time. **PLEASE NOTE THAT THERE ARE SIX DOUBLE CABINS AVAILABLE FOR YOUR USE.**

Please fill the cabins as best as possible before beginning to fill another cabin.

Each double cabin has two individual washrooms. Shower facilities are by the dining hall.

Please make any necessary copies of this form before completing it.

If you are booking for motel unit accommodations only (at a higher rate), please use the following page. If your group needs the space, the charge will be the same as the cabins.

	CIRCLE ONE :	BOYS	GIRLS
East Cabin	Leaders Room		West Cabin
1.	9.		13.
2.	10.		14.
3.	11.		15.
4.	12.		16.
5.			17.
6.			18.
7.			19.
8.			20.
For office use only: Room Designation:   CARDINAL   GREEN   BLUE JAY  LOGGERS LODGE           EAGLE   BEAVER			Facility/damage notes:

	CIRCLE ONE :	BOYS	GIRLS
East Cabin	Leaders Room		West Cabin
1.	9.		13.
2.	10.		14.
3.	11.		15.
4.	12.		16.
5.			17.
6.			18.
7.			19.
8.			20.
For office use only: Room Designation:   CARDINAL   GREEN   BLUE JAY  LOGGERS LODGE           EAGLE   BEAVER			Facility/damage notes:

Other notes/sleeping arrangements
-----------------------------------

**Harbour Ridge Outdoor Education Room Grouping List**  
**MOTEL ACCOMMODATIONS, or OVERFLOW ACCOMMODATIONS ONLY (pg. 1)**

School: \_\_\_\_\_ City: \_\_\_\_\_

Teacher in Charge: \_\_\_\_\_ Contact #: \_\_\_\_\_

Circle one:    Primary accommodations                      Overflow Accommodations

Please fill out this MOTEL UNIT list as complete as possible and fax to Wesley Acres at least one week ahead of time.

Please fill the motels as best as possible before beginning to fill another motel unit.

Each motel unit can sleep up to four people. Washroom and shower facilities are shared facilities, except at Mapledene Motel.

Please make any necessary copies of this form before completing it.

Please signify LEADER BELOW WITH the letter L

ALDERSGATE LODGE	CIRCLE ONE :		BOYS	GIRLS
	Name of Student		Name of Student	
Room 1    Boys    Girls	1.		3.	
	2.		4.	
Room 2    Boys    Girls	1.		3.	
	2.		4.	
Room 3    Boys    Girls	1.		3.	
	2.		4.	
Room 4    Boys    Girls	1.		3.	
	2.		4.	
Room 5    Boys    Girls	1.		3.	
	2.		4.	
Room 6    Boys    Girls	1.		3.	
	2.		4.	
Room 7    Boys    Girls	1.		3.	
	2.		4.	

Other notes/sleeping arrangements
-----------------------------------

**Harbour Ridge Outdoor Education Room Grouping List**  
**MOTEL ACCOMMODATIONS, or OVERFLOW ACCOMMODATIONS ONLY (pg. 2)**

School: \_\_\_\_\_

City: \_\_\_\_\_

DEYO CENTRE			CIRCLE ONE :	
			BOYS	GIRLS
			Name of Student	Name of Student
Room 1	Boys	Girls	1.	3.
			2.	4.
Room 2	Boys	Girls	1.	3.
			2.	4.
Room 3	Boys	Girls	1.	3.
			2.	4.
Room 4	Boys	Girls	1.	3.
			2.	4.
Room 5	Boys	Girls	1.	3.
			2.	4.
Room 6	Boys	Girls	1.	3.
			2.	4.
Room 7	Boys	Girls	1.	3.
			2.	4.
Room 8	Boys	Girls	1.	3.
			2.	4.
Room 9	Boys	Girls	1.	3.
			2.	4.
Room 10	Boys	Girls	1.	3.
			2.	4.
Room 11	Boys	Girls	1.	3.
			2.	4.
Room 12	Boys	Girls	1.	3.
			2.	4.

**Harbour Ridge Outdoor Education Room Grouping List**  
**MOTEL ACCOMMODATIONS, or OVERFLOW ACCOMMODATIONS ONLY (pg. 3)**

School: \_\_\_\_\_

City: \_\_\_\_\_

MAPLEDENE MOTEL			CIRCLE ONE :	
			BOYS	GIRLS
			Name of Student	Name of Student
Room 1	Boys	Girls	1.	3.
			2.	4.
Room 2	Boys	Girls	1.	3.
			2.	4.
Room 3	Boys	Girls	1.	3.
			2.	4.
Room 4	Boys	Girls	1.	3.
			2.	4.
Room 5	Boys	Girls	1.	3.
			2.	4.
Room 6	Boys	Girls	1.	3.
			2.	4.
Room 7	Boys	Girls	1.	3.
			2.	4.
Room 8	Boys	Girls	1.	3.
			2.	4.
Room 9	Boys	Girls	1.	3.
			2.	4.
Room 10	Boys	Girls	1.	3.
			2.	4.
Room 11	Boys	Girls	1.	3.
			2.	4.
Room 12	Boys	Girls	1.	3.
			2.	4.

