

Catalina Environmental Leadership Program

Chaperone Packet

Please copy and distribute to all chaperones.

Chaperone Responsibilities

CELP instructors and school chaperones form a team that provides a safe and enriched learning environment for all students. CELP instructors take on primary responsibility for teaching all scheduled activities. School chaperones are expected to support CELP instructors during scheduled activities and provide primary student supervision during free time. Each CELP Activity Group must be assigned one School Chaperone. There must be a Group Leader who will be there to supervise and support all groups (ex. Student leaves snorkel early and Group Leader will be on beach to supervise student).

- Chaperones should come prepared to participate in all activities, learn and have fun
- Chaperones must attend every program activity block with their group
- Chaperones do not need prior experience snorkeling, hiking or climbing a wall
- Unless prior arrangements are made, all chaperones are required to snorkel with their groups
- During program hours, chaperones are asked to assist students with gear, help with student behavior management, and provide additional supervision.
- Outside of program hours, chaperones supervise students during meals, free time and cabin time

Medical Care

- Medical care, such as dispensing medications or caring for sick children, is the responsibility of the visiting group. In the event of an emergency, camp directors will assist the school in making arrangements for emergency care.
- General supplies such as bandages will be provided but the group is responsible for bringing any necessary over the counter medications. We strongly suggest the following: motion sickness medication (Bonine is a good one), Tylenol/Advil, cold medicine, cough drops/throat lozenges, and sunscreen.
- CELP staff members are lifeguards with First Aid, CPR, AED, and Emergency Oxygen certifications trained to handle emergencies during CELP-managed activities.
- Twenty-four hour emergency medical care is available in the city of Avalon and by LA County Baywatch paramedics located in the nearby port of Two Harbors.

Boat Travel

- Chaperones are responsible for the conduct of students while traveling on the boat. Students must remain seated while the boat is underway, be respectful of other passengers, and follow all directions from the Catalina Express or Harbor Patrol staff. Please prevent your students from running while on the boat. Please review the boat guidelines.

Scheduled Activity Time

- The CELP staff provides all activity instruction but rely on school chaperones to assist them with group management, discipline, and overall safety of the students during activities.
- Chaperones are required to participate in all daily activities. The ocean water will be cold; we use wetsuits and instructor enthusiasm to help reluctant students get excited about snorkeling. The more active and enthusiastic the adult chaperones are, the better the overall experience will be for the students.
- CELP is a phone free environment. No phones during program and meals.

Meal Time

- Chaperones need to help students follow all dining hall procedures and expectations. This includes getting to meals on time. Shirts and shoes are required in the dining area.
- Chaperones are responsible for ensuring that students follow camp dining hall procedures. This includes walking in the dining hall, and dismissing students after their area has been cleaned.

Free Time

- The CELP staff is off at this time; therefore school chaperones have responsibility for group supervision and organization. This includes the beach, sports areas, cabins and shower area.

Cabin Time

- Students must be supervised in the cabin areas at all times. There should never be students alone in the cabin area or shower area.
- Schools are held responsible for any property or building damages done by their students during their stay.
- Chaperones are asked to help in water conservation efforts by enforcing our one shower a day rule.
- Quiet hours are from 9:30PM to 7:30AM for all participants. Please help to enforce quiet hours, as it will ensure that students get the sleep they need to participate in program activities the following day.
- Students are not allowed to bring food or drinks into their cabins. Snacks can be kept in the camp office.

Daily Schedule

7:45AM	Breakfast		
9:00AM	Morning Activities	5:45PM	Dinner
12:15PM	Lunch/ Free Time	7:00PM	Evening Program
2:00PM	Afternoon Activities	9:30PM	Quiet Time
5:00PM	Free Time	10:00PM	Lights Out

*Schedule may change due to daylight hours

Time Off

- CELP at Howlands Landing is a smoke free facility for all staff and guests.
- No alcoholic beverages or marijuana products are permitted at any time.

Staying in Touch

Please allow at least five days for mail delivery from Los Angeles to the island. Please address mail to:

Your Name, Your School
Catalina Island Camps
P.O. Box 5083
Avalon, CA 90704

We have limited phone lines at our site. In the event that there is an **emergency**, and someone needs to reach you on the island, they may call our mainland office, (626) 296-4040 during business hours and (626) 808-3752 after business hours. **Cell service is very limited on the island. Camp phones are available for emergency and school communication.** Phone use for essential personal communication must be pre-arranged with the camp staff. Visit our website for more info: **www.celp.net**

The Catalina Environmental Leadership Program takes place at Howlands Landing, the home of Catalina Island Camps. It is a beautiful spot with access to unique and unspoiled plant and animal life. The marine environment provides for some of the best snorkeling on the California coast. In order to maintain a close connection with the natural world, we attempt to keep the site in as close to a natural state as possible, while also providing adequate lodging and program facilities. All participants will find the facility clean and comfortable yet also simple and rustic compared to anything you would find in the city. Please be sure that you are prepared for the outdoor experience that awaits you at Howlands Landing!

CELP Packing List

Clothing:

Warm jacket (nights are cool)
 Sweatshirt or sweater (preferably with hood)
 Rain gear (we will be outside rain or shine)
 Hiking shoes
 Tennis, running, or walking shoes
 T-shirts
 Under clothing
 Swimsuit(s)
 Jeans or long pants
 Shorts
 Warm pajamas
 Several pairs of socks
 Hat with brim for sun protection
 Sandals with a backstrap that can get wet or old gym shoes

Optional Items:

Travel mug (we provide free tea/coffee)
 Beanie hat, gloves (for colder weather)
 Inexpensive camera, film
 Underwater camera
 Playing cards
 Writing materials, stamps, pen
 Books
 Rashguard
 Snorkel, mask, fins, wetsuit (CELP **does** provide)
 Money for store, in small bills (store sells t-shirts, postcards, souvenirs, toiletries, etc.) Store clothing ranges in price from \$12-\$50

Personal Gear:

Warm sleeping bag (temps to 45°)
 Pillow
 Towels (**1 bath, 1-2 beach**)
 Sunglasses
 Day pack
 Soap, shampoo
 Toothbrush, toothpaste
 Sunscreen
 Lip balm with sunscreen
 Flashlight

Rain Gear: It does rain on Catalina!

Rain Gear (raincoat, waterproof pants and/or plastic poncho)
 Extra Sweatshirt or Sweater
 Extra pair(s) of socks

Not Recommended:

iPods, iPads, mp3 or CD players, etc.
 cell phones, laptops, DVD players,
 expensive clothing, jewelry, etc.,
 food, drinks, candy, gum (camp has a no gum policy)

Summer and Family Programs

Jean-Michel Cousteau Family Camp: A five-day retreat of adventure, discovery and fun camp activities with Jean-Michel Cousteau and his staff on Catalina Island. For information, call (626) 296-4040, email info@catalinaislandcamps.com or visit www.catalinaislandcamps.com/our-programs/jean-michel-cousteau-family-camp/

Catalina Island Camps Summer Program: Resident camp for boys and girls ages 8-16 that provides unique opportunities for children to develop life-long skills in a fun and cooperative group living environment. For information, call (626) 296-4040, email info@catalinaislandcamps.com or visit www.catalinaislandcamps.com

Catalina Environmental Leadership Program

Chaperone Health Form

This form will be used by medical professionals in the event of an emergency.
Please take the time to fill it out thoroughly and completely.

School Name: _____

Chaperone Name: _____ Pronouns: _____ Birth Date: _____

Street Address: _____ City, State, Zip Code: _____

Emergency Contacts

Name/relation _____ Phone 1 _____ Phone 2 _____

Name/relation _____ Phone 1 _____ Phone 2 _____

Important Health Information:

For the following categories, please describe pertinent medical history and any restrictions, treatment, or special accommodations required on site. Use the back of this sheet as needed.

Food Allergy/Dietary restrictions (vegetarian, kosher, etc.) Complete this [online form](#) and list here: _____

Allergies (environmental, medication, bee stings, etc): _____

Reactions: _____

Treatment: _____

Physical restrictions (injuries, disabilities, etc): _____

Social/Behavioral (phobias, anxiety, etc): _____

Any medication currently taken (prescribed & over-the-counter): _____

Other medical conditions (diabetes, asthma, heart conditions, etc): _____

Insurance Information

Name of Your Insurance Company: _____ Policy # _____

Address of Insurance Company: _____ Phone # _____

Authorization

The information on this form is correct and complete as far as I know. The person herein described has permission to engage in all CELP activities except as noted. I hereby give permission to the personnel at CELP to provide routine health care and seek emergency treatment including ordering x-rays or routine tests. I agree to the release of any records necessary for insurance purposes. I give permission to the camp to arrange necessary related transportation. In the event I am unable to provide consent in an emergency, I hereby give permission to the physician selected by the camp to secure and administer treatment including hospitalization for myself.

Signature _____

Printed Name: _____ Date: _____

This form will be scanned and kept on file at CELP

[Adult] Chaperone Waiver, Release, Indemnification of All Claims & Covenant Not to Sue and COVID-19 Notice

Acknowledgment of Risk _____ **Initial**

I hereby acknowledge and agree that participation in Catalina Island Camps, Inc. comes with inherent risks. I have full knowledge and understanding of the inherent risks associated with Catalina Island Camps, Inc. participation, including but in no way limited to illness, including exposure to and infection with viruses or bacteria.

Coronavirus / COVID-19 Warning & Disclaimer _____ **Initial**

Coronavirus, COVID-19 is an **extremely contagious** virus that spreads easily through person-to-person contact. Federal and state authorities recommend social distancing as a mean to prevent the spread of the virus. **COVID-19 can lead to severe illness, personal injury, permanent disability, and death. Participating in Catalina Island Camps, Inc. or accessing Catalina Island Camps, Inc. facilities could increase the risk of contracting COVID-19.** Catalina Island Camps, Inc. in no way warrants that COVID-19 infection will not occur through participation in Catalina Island Camps, Inc. or accessing Catalina Island Camps, Inc. Facilities.

I agree that to abide by all CDC, federal, county, state and local regulations and recommendations concerning COVID-19 as well as any policies that Catalina Island Camps, Inc. may adopt. Without limiting the foregoing, I agree I will not come to camp if I, or anyone in my household, has displayed a fever or any other symptoms of COVID-19 within the past 72 hours or if fewer than ten days have passed since his or her symptoms first appeared. I agree that if I have tested positive for COVID-19 then I will not attend Catalina Island Camps, Inc. until I have received two negative tests in a row, at least 24 hours apart.

Waiver, Release, & Covenant Not to Sue _____ **Initial**

In consideration of my participation in Catalina Island Camps, Inc., I agree to release and on behalf of myself and my representatives, executors, administrators, and assigns, HEREBY DO RELEASE Catalina Island Camps, inc. its officers, directors, employees, volunteers, agents, representatives and insurers (“Releasees”) from any causes of action, claims, or demands of any nature whatsoever including, but in no way limited to, claims of negligence, which I, my heirs, representatives, executors, administrators and assigns may have, now or in the future, against Catalina Island Camps, Inc. on account of personal injury, property damage, death or accident of any kind, arising out of or in any way related to the use of Catalina Island Camps, Inc. facilities/equipment, employment by Catalina Island Camps, Inc., or participation in Catalina Island Camps, Inc. whether that participation is supervised or unsupervised, however the injury or damage occurs, including, but not limited to the negligence of Releasees and claims related to exposure to COVID-19. This waiver and release does not extend to claims for gross negligence, intentional or reckless misconduct, or any other liabilities that California law does not permit to be released by this agreement.

I understand that by signing this release, I am waiving any and all claims of any kind arising out of or attributable to my participation in Catalina Island Camps, Inc., including those claims that may be unknown to me, or which I do not suspect to exist at this time. WITH THE INTENTION OF WAIVING ALL UNKNOWN AND UNSUSPECTED CLAIMS, I HEREBY EXPRESSLY WAIVE ALL RIGHTS, BENEFITS, AND PROTECTIONS I MAY HAVE UNDER CALIFORNIA CIVIL CODE SECTION 1542, WHICH READS AS FOLLOWS:

A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release and that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

I hereby certify on that I have full knowledge of the nature and extent of the risks inherent in Catalina Island Camps, Inc. participation and that I am voluntarily assuming said risks. I understand that I will be solely responsible for any loss or damage, including personal injury, property damage, or death, I sustain while participating in Catalina Island Camps, Inc. and that by signing this agreement I HEREBY RELEASE Releasees of all liability for such loss, damage, or death. I further certify that I have no conditions or impairments which would preclude my safe participation in Catalina Island Camps, Inc..

I further certify that my date of birth is _____ (MM/DD/YYYY), that my present age is _____, that I am therefore of lawful age (18 years or older) and otherwise legally competent to sign this agreement. I further understand that the terms of this agreement are legally binding and certify that I am signing this agreement, after having carefully read it, of my own free will.

Adult Chaperone Name (Print Clearly)

Date