

## PROGRAM OVERVIEW FOR CHAPERONES

### ***Thank you for joining us as a Chaperone for your school's Field Science Program!***

*Your role is integral to a successful experience for the students. This CHAPERONE INFORMATION has been prepared with feedback from past Chaperones. We know that there is a lot of information covered, but hope that by reading through this you will become familiarized with Olympic Park Institute, our Field Science program, and your responsibilities while here.*

### **WHAT IS OLYMPIC PARK INSTITUTE?**

**Olympic Park Institute is a private, non-profit organization dedicated to providing educational adventures in nature's classroom, to inspire a personal connection to the natural world and responsible actions to sustain it.**

Olympic Park Institute is part of NatureBridge, which has three campuses in National Parks of western states. The Institutes exist to support teachers and students in their endeavors to learn about the natural world in experiential, interdisciplinary ways. Our Field Science curriculum is closely aligned with Washington's Essential Academic Learning Requirements. While at Olympic Park Institute, students explore and observe features of the natural world, learn underlying scientific principles, build community, and feel empowered to develop their own conclusions about personal stewardship. We strive to create a community atmosphere in which all students may experience support and success.

We promote an ethic of inspired, life-long learning. To that end, in addition to K-12 Field Science Programs, Olympic Park Institute also offers adult and family courses, teacher workshops; conference and retreat space; summer youth programs and Elderhostel programming.

### **PREPARING FOR YOUR TRIP**

Before coming to Olympic Park Institute, chaperones may choose to get involved with your teacher(s) to develop classroom units or journals related to the Field Science Program, organize a fundraising effort for the trip, or other projects that support the experience. After the trip, you may choose to help organize a potluck dinner or slide/video presentation for the families of participating students and generate enthusiasm for next year's group.

#### **If your child is on campus...**

We strongly recommend that parents serve as chaperones in instructional groups other than their own child's. This placement allows child and parent to participate freely with the whole group.

**In preparation for your visit, please keep the following key points in mind.**

- ✓ Your positive attitude and willingness to participate during the instructional day is of great importance to both students and Olympic Park Institute staff.
- ✓ Bring proper equipment, as outlined in the CLOTHING AND EQUIPMENT LIST. We spend a large portion of every day outside -- rain, snow, wind, or shine -- be prepared!
- ✓ Understand and model the Olympic Park Institute CAMPUS GUIDELINES AND EXPECTATIONS.
- ✓ Please model mindful conservation of resources (electricity, water, paper, food, etc.)
- ✓ The Olympic Park Institute Lead Field Educator is your on-site contact person and must be informed of any emergencies in a timely fashion.
- ✓ Students must be supervised by a chaperone or Educator *at all times*.
- ✓ All participants contribute to community living by doing chores (cabin, meal, and grounds clean-up) as assigned by Olympic Park Institute staff.

Olympic Park Institute's campus includes several buildings and meeting spaces that you will have access to:

- Six dormitory cabins (each housing up to 24 people), two of which are accessible for those with disabilities
- A centrally-located, accessible shower and restroom facility
- Historic Rosemary Inn (a dining room, indoor meeting and classroom spaces)
- Two campfire areas
- A grass play area (approximately 1/3 the size of a football field).

*Additionally, several cabins are private residences or office space, and are off-limits to program participants.*



## YOUR RESPONSIBILITIES AT OLYMPIC PARK INSTITUTE

*In a nutshell, chaperones are expected to keep the students punctual for meetings; supervise at meals, during recreation, and in the cabins; and participate as a part of the group in an active, positive manner. Your primary responsibilities with students are in the areas of SUPERVISION, PARTICIPATION, and SAFETY.*

### SUPERVISION

You are responsible for supervising students during their stay at Olympic Park Institute. **Students must be under teacher and/or chaperone supervision at all times!** The head teacher will provide you with the names of students you will be directly responsible. It is probable that you will have two lists: one of students who will share your cabin, and another of students in your instructional group.

**Adult chaperones play a central role in the success of an Olympic Park Institute program.** Classroom teachers and administrators tend to be the most effective chaperones, and parents usually do an excellent job. We strongly recommend two chaperones per instructional group per day, as more adults can distract students. Additional chaperones are welcome, but should be utilized by rotating their time with instructional groups and by supervising recreational activities, dinner and evening program.

**INSTRUCTIONAL GROUPS** - You will join an Olympic Park Institute Educator-led trail group from approximately 9:15 a.m. to 4:00 p.m. each day. During an orientation meeting just after your school arrives, you will meet your Educator and discuss group management and discipline policy, safety protocols, and expectations. Your primary responsibilities while on the trail are to support the Educator by appropriate participation in group activities, positive interactions with and supervision of the students, and assisting in emergency situations.

**CABIN GROUPS** - From 4:00 p.m. to 9:00 a.m. (this includes before, during, and after meals, afternoon and evening recreation times, and in the cabins through the night), you and the other adults with the group are the primary supervisors, with support from Olympic Park Institute staff. The main students to supervise during this time are in your cabin group, although during recreation periods you may be responsible for a larger number of students. Specific responsibilities are detailed in the following pages.

**MEAL TIMES** - Breakfasts and dinners are served in Rosemary Inn's dining room. Lunch will be eaten out on the trail. Meals in the dining room are supervised by chaperones. The Olympic Park Institute's Educator on Program Support will make announcements, provide an educational component, and be in charge of Hoppers. After Hoppers set up the dining room, the rest of the group may enter and be seated. **We request that a chaperone sits at each table.**

**Please do your best to promote respectful mealtime behavior**, particularly if you are sharing the dining room with other groups. To avoid congestion, students and chaperones are served cafeteria-style. Otherwise, each table's Hopper is the only person that should be up until the group is dismissed as a whole by the Program Supporter. Hoppers also bring dessert and bus tables.

### HOPPERS

A handful of students are needed in the dining room to help set up meals and clean afterwards. The Olympic Park Institute Program Supporter will tell teachers how many "Hoppers" are needed for each meal. Teachers will select students and a chaperone to escort them to the dining room ten minutes before their designated meal. The Program Supporter will supervise Hoppers, allowing chaperones to assist remaining students in hand washing and lining up outside the door. As thanks for their help, Hoppers eat first!