

# Frost Valley Environmental Education Program Notes



Name of School: \_\_\_\_\_ also known as: \_\_\_\_\_

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

School Phone: \_\_\_\_\_ Fax #: \_\_\_\_\_

School Trip Leader \_\_\_\_\_ Home Phone: \_\_\_\_\_

School email: \_\_\_\_\_ Home email: \_\_\_\_\_

What is the best time during the day to contact the trip leader? \_\_\_\_\_

Will the trip Leader be at Frost Valley  yes  no. If no, who will be the lead person on the trip to Frost Valley? \_\_\_\_\_

School's arrival time at Frost Valley (11am is best) day \_\_\_\_\_, date \_\_\_\_\_, time \_\_\_\_\_  
first meal is?  lunch,  dinner,  bag lunch, Note: \_\_\_\_\_

School's departure time from Frost Valley (1pm is best) day \_\_\_\_\_, date \_\_\_\_\_, time \_\_\_\_\_  
last meal is?  lunch,  dinner,  bag lunch, special time: \_\_\_\_\_

Number of students attending \_\_\_\_\_ Grade/s \_\_\_\_\_ # of adults \_\_\_\_\_

Special education students?  yes  no If yes, # \_\_\_\_\_ Mainstreamed?  yes  no

In order to make the best use of space in the dining hall we request you plan on 10 people per table, with 1 adult and 9 students. **How many tables will you require?** \_\_\_\_\_

Do you request Frost Valley linens?  yes  no. There is an additional cost for linens (refer to your contract). \_\_\_# of pillows needed, \_\_\_# of blankets needed, \_\_\_# of sheet sets needed (includes 2 flats and 1 pillowcase) **\*\* No towels are provided. Pillows must be requested.**

Do you plan to use the Frost Valley Nurse?  yes  no. Refer to your contract for costs. If you are not going to use the Frost Valley Nurse, you must bring your own nurse or health professional. *Please read the Health Center Information section in this packet.*

Would you like us to plan a trip to your school for: a slide show with parents and students? or a planning/training meeting with teachers?  yes.  no.

If you plan to use the Frost Valley Store please see section I of the planning packet, and refer any questions to the store manager at 845 985 2291 ext. 283.

We need to know in advance any important medical situations or dietary restrictions your students may have, such as allergies or vegetarian diets. Please list them here:

A limited number of VCRs and televisions are available for programs and evening use. There is a cost of \$10 per day to reserve this equipment. Please indicate your requests here and contact your program coordinator for further information.

Is other equipment (i.e. compasses, writing equipment, arts and crafts materials, etc.) you will need for your teacher taught classes which you would like Frost Valley to provide? Please list your needs here:

Do you intend to have your students complete a journal while at Frost Valley?

Please list any additional plans or important notes of which we should be aware?

**To become familiar with the program and facilities, we strongly encourage teachers from "new" schools to visit Frost Valley before their trip.**

***NOW...***

**Please complete the School Information Form,  
and return both forms to your  
Frost Valley Program Coordinator  
no later than two months prior to your trip.**

# Frost Valley Environmental Education School Information Form



The purpose of this section is to let Frost Valley Teaching Staff know more about your students, their backgrounds, and your goals for the trip. This will help us provide an experience that will achieve your goals.

Name of School \_\_\_\_\_ Grade/s \_\_\_\_\_

# of years your school has attended Frost Valley Environmental Education \_\_\_\_\_  
*We would like to help you celebrate important anniversaries, such as...10, 15, 20 or 25 years.*

What kind of cabin leadership have you planned for this trip?  teachers ,  parents or  
 other (please specify) \_\_\_\_\_

If parents will be attending, what will be the extent of their role (attend classes, watch cabins at night, help to teach programs etc)? \_\_\_\_\_  
*Please share a copy of the Frost Valley Policies with every parent and teacher who will attend.*

How will your students be grouped for classes? Plan on class group size of 12 - 15

- mixed academic levels     separate academic levels    Why? \_\_\_\_\_  
 boys and girls together     boys and girls separate    Why? \_\_\_\_\_

If your school has several grades coming together will the students be separated in any special way?  by age  mixed together.  
Why \_\_\_\_\_

Is this a special population group  yes  no if yes, please describe:

What is the academic profile of the students (are they achievers, need motivating, etc.)?

What should we know about your students before they arrive? Please be specific (use some adjectives to describe your students behavior, curiosity level, approach to learning, etc.)

Have your students experienced any prior outdoor or environmental education experiences  
 yes  no . If yes, please describe where and what activities they participated in.

What kinds of classroom experiences are the 'norm' for your students (hands -on, laboratories, individual work, small group work, research projects, etc)?

What area of the life and earth sciences have your students studied?

What goal would you like your students to achieve from the Frost Valley experience?

What expectations have you communicated with your students for their Frost Valley trip?

Specific Programming Information

From the program list and class abstracts located in section B of this planning pack, please select the correct number of programs according to your length of stay. Please use the goals you have described above, to help determine the classes you choose. *Your program coordinator can help you choose the classes to best meet the goals for your specific group.*

*(2 day trip select 3 classes, 3 day trip select 6 classes, 4 day trip select 9 classes, 5 day trip -12)*

Frost Valley believes strongly that teacher involvement in the outdoor environment is vital to the success of the programs, therefore; are there any classes your teachers will be to teaching while at Frost Valley. *If your teachers are unsure of what they could teach while at Frost Valley, please contact your program coordinator to get a list of classes that have been specifically created for visiting teachers, complete with lesson plans and materials.* List teacher taught classes below:

From the evening program list and class abstracts, please select several options for each evening at Frost Valley. Please note, Frost Valley will only offer one evening program period per night. List evening classes below:

**The success of your environmental education program will depend on how well the activities chosen meet the goals of your experience, and on how well the participants and chaperones understand the goals of the trip. Please review the goals with your students, teachers, and chaperones, so that everyone involved understands the purpose of your experience.**