GLEN HELEN OUTDOOR SCHOOL
PROGRAM INFORMATION SHEET

GENERAL INFORMATION
School: ____________________________________________ County: _______________________
School Address: ____________________________________ School District: ________________
Contact Teacher Name: __________________________________________ Cell Phone: _____________
Email: ___________________________________________ Cell Phone: _______________________
Arrival Day: _____________________________ Arrival Time: _______________________________
Departure Day: ___________________________ Departure Time: ___________________________
Arrivals between 10 and 10:30 am and departures between 12 and 1pm are preferred.

How will you be arriving? (Please indicate the number of each.)
Car: ________________ Bus: ________________ Other: ________________

Will the luggage be arriving:
___ On the back of the bus? ___ Underneath bus?
___ Underneath bus seats? ___ On separate trucks/vehicles? ___ Other: ________________

STUDENTS
Total #: _____________________ # of Girls: ____________________
Grade(s): ___________________ # of Boys: ________________

Food allergies, sensitivities, religious exemptions, etc that we need to plan for? Number of children
and a summary of their needs:
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

Significant medical or behavioral issues with children that we need to plan for? Kids working with
aides? Limited mobility? Limiting Injuries? Severe disabilities? Severe Autism or spectrum
diagnoses? Any accommodations that we need to prepare for? Or anything else we should know?
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________
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TEACHERS/CHAPERONES
Please list teachers’ names and # of chaperones attending. Combined teacher/chaperone
attendance should not exceed ten people unless arrangements are made in advance.
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________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

Please sign to certify that your volunteer chaperones have been cleared for participation, following
school and/or school district policy for volunteer chaperones.
Print Name: _____________________ Signature: ________________________________

1075 State Route 343, Yellow Springs, OH 45387 | (937) 767.7648 | www.glenhelen.org

Updated February 2022
LODGING
We will make dorm assignments during the week before your arrival. We will honor preferences whenever possible. Please mark which dorm(s) you prefer, including number of students and which gender would be there.

___________________ Hickory (holds 32 students + 4 supervising adults)
___________________ Sycamore (holds 32 students + 4 supervising adults)
___________________ Cedar Center (holds 36 students + 4 supervising adults)

PROGRAM SELECTION
All students will participate in an introductory “Discovery of the Glen” hike, a bird talk, reptile talk, a visit to the Yellow Spring, and a night hike in every visit to Outdoor School.

The lessons you choose will be the core academic learning elements of your student’s experience. Please choose your specific lesson selections below. For lesson descriptions, see the curriculum section in this Guide.

For the 4-day program, teachers should choose up to five lessons, and for the 3-day program, teachers should choose up to three lessons from the following: (circle your choices)

Birds  Cultural History  Geology
Cooperative Learning  Environmental Problem Solving  Critters
Meadow, Thicket, Forest  Forest Ecology  Stream Investigation

Do you have any specific themes, concepts, or activities you would like our team to focus on?
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

RECREATION
Each day, we offer a variety of recreational activities for your students to choose from. Are there any favorite activities that you would especially like included in your week?
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________________________________________________________________________________________
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EVENING PROGRAMS
On the first night of your stay, Naturalists will share a program of songs, stories, and skits that are educational and entertaining. It will also include interactive games or activities for the students to do during a portion of the program. We invite teachers to prepare a skit as a group and participate in other roles (the kids love this!) On your final night, nocturnal guests from the Raptor Center will greet students before they head out into the night for an activity filled Night Hike.

Are there any evening program activities that you would especially like included in your week?
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________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

During a 4-day program, teachers and chaperones are responsible for the evening program on the second night. Schools have been very successful making this special by creating a dance, a town
hall meeting, game nights, etc. What are your plans for your evening program? Will you need any special equipment?

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SNACKS
The Outdoor Education Center will provide a snack each afternoon. Your school may choose to provide an evening snack. Snacks should be healthy and unrefrigerated. Please help us reinforce our emphasis on environmental awareness by using our reusable cups and plates and by choosing snacks with as little packaging as possible. Do you intend to provide an unrefrigerated evening snack each night?

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________________________________________________________________________________________
________________________________________________________________________________________