



YMCA **Camp** **Crosley**

OUTDOOR EDUCATION

Program Guide



Camp Crosley YMCA, in North Webster, Indiana, is a year round facility established in 1915 as part of the YMCA of Muncie. While individual growth and education in a natural setting has always been at the heart of the Camp Crosley experience, in 1983 Camp Crosley became the steward of the Edmund and Virginia Ball Wetlands Nature Preserve, the largest wetland preserve in Indiana. Now with 500 acres, sitting astride the smaller portion of Lake Tippecanoe known as James Lake or the Little Tippy, Camp Crosley offers a truly unique opportunity for outdoor education and a deeper appreciation for the beauty and balance of nature. When students come to Camp Crosley, they learn about nature and the impact that they can have on their world. Our woods, meadows, wetlands, ponds, lakefront, observatory and ropes course provide a quality blend of social and academic education for both students and teachers. Whether planning their next move on our challenge course, viewing the rings of Saturn from our observatory, or measuring the water quality of our pond based on the biological life found in it, students develop skills and understanding through firsthand experience. Our experiential approach helps students discover an enthusiasm for learning that reinforces their classroom studies.



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What to Expect

- **A staff that is committed to understanding and meeting your school's specific needs.**
A scheduled visit and meeting with planners and Camp Crosley staff is helpful to determine schedule variables and curriculum selections that best accomplish the school's goals.
- **A professional camp that adheres to the highest standards of the camping industry.**
Camp Crosley is an accredited member of the American Camp Association.
- **A contract that clearly defines the arrangements between the school and the camp.**
The contract will establish lodging, meals, program and cost of the event. Once the contract is signed and the deposit is received only the Lead Teacher and Camp Crosley's Executive Director will be able to initiate changes. The deposit is non-refundable and the balance is to be paid within two weeks of departure after the event.
- **Safe, clean and modern lodging.** Our cabins sleep up to 14 people each on bunks without linens. Each cabin is heated and has bathroom facilities attached or nearby. Separate housing for teachers can be arranged in our lodge rooms which have linens and semi-private bathrooms for each room. Meeting, dining and program areas are equipped to serve groups of up to 250 individuals.
- **Trained and certified instructors that provide effective supervision and instruction.**
YMCA Camp Crosley instructor leadership will guide all phases of the outdoor education program. A 1:15 to 1:20 classroom ratio of instructors to students will be arranged by Camp Crosley. The school will need to arrange for a 1:10 chaperone to student ratio, and then extra teachers can observe and/or participate at their own discretion.
- **Balanced and nutritional meals.** We can provide some substitutions for those with food limitations when we are made aware of them.
- **Assistance in event planning.** A supplemental packet of information that includes forms to be used in preparing a school to visit. This packet provides step-by-step information to make YMCA Camp Crosley's staff and the school coordinator's job easier.





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Planning Your Visit

School groups may initiate a contract up to a year before the date of their event. However, we ask schools to visit us with a group of their planners within 3 to 6 months before they arrive in order to plan some of the details of their event. Schools that have held their outdoor education event here in the past may not need this planning visit, but those who are new to Crosley will certainly benefit from a few hours of focused planning with staff and on site.

Payment of Fees

At the end of your outdoor education experience, one of our staff and the lead teacher will verify the number of students, adults and services provided. The staff member will then give the lead teacher a copy of the invoice for payment. Unless requested by the Lead Teacher, a copy of the invoice will not be mailed to the school.

Payment is due 10 working days after the group's departure. Space cannot be reserved for additional events (ie. next year) until after the balance is paid. If the school is using a school check it must be made payable to "YMCA Camp Crosley".

Contact Information:

YMCA Camp Crosley
165 EMS T2 Lane
North Webster, IN 46555

Phone: 1-877-811-6189
Fax: 1-574-834-3313
Email: info@campcrosley.org

Arrival and Departure

Your arrival and departure times are taken from your contracts. If they are not accurate, please make camp aware of the necessary time changes. Meal times are the most difficult item to change on the schedule since they must be the same for all the schools at Camp on that date. Please give several weeks notice if there are any changes to your schedule.

Upon your arrival, your buses or vans should park in the designated parking area on top of the hill leading down into camp. Camp staff will greet you, provide directions and explain the "sign of the deer" quiet rule before the students get off of the bus. The staff will instruct the students to take about 15 minutes to put their things on a bunk and then meet back at a specified location. Once everyone gathers the staff will separate the adults and students and do an orientation.

On the day you plan to leave camp, have the students pack up all their gear and move it to a designated site before going to breakfast. Your Trail Leaders are responsible for the cleanliness of the cabins and a camp staff will need to inspect this before you depart. It is preferable that this inspection take place before lunch, since incoming groups may be looking to get right into the cabins.



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Emergency Procedures

The bell in front of the dining hall will ring continuously if there is an emergency. If there is an obvious weather threat, your group should go to the nearest storm shelter, which for the main campus is the game room, located under the chapel. Please do not allow anyone to walk across the main field or open areas if lightning is occurring. If the bell is sounding and there is no obvious weather threat, please gather in front of the dining hall for further instructions.

All accidents should be reported to any camp staff immediately. If it is after hours, please call the emergency phone line which is located on the front of the office.

Health Care

The YMCA Camp Crosley Staff and/or school personnel are the only individuals authorized to administer first aid to students. All medication must be administered by authorized school personnel. YMCA Camp Crosley keeps a well stocked first aid kit at camp. In the event of an emergency, school personnel and/or the Executive Director will make the decision to transport any guests to Kosciusko Community Hospital (15 minutes from YMCA Camp Crosley). A signed permission/health form must be on file with the lead teacher or designated medical staff. Those not having a signed health form cannot attend YMCA Camp Crosley. Parents will be notified prior to any emergency treatments. It is the responsibility of the individual and/or school to provide adequate health and accident insurance, as the YMCA does not provide this. Schools are also required to bring a nurse, EMT, or designated school personnel trained in first aid to provide care. All schools are required to use the YMCA Camp Crosley health form.

For those participants with food allergies or other food related illnesses, Camp Crosley provides serving substitutes, if we are given advance notice.





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Trail Leaders

YMCA Camp Crosley requires that the school provide at least a 1:10 ratio of adult to student supervision at all times. The American Camp Association recommends 1 adult to every 6 (1:6) campers aged 6-8; 1 adult to every 8 (1:8) campers aged 9-14. The cabin leadership can be provided by older high school students, college students, parents and/or teachers, depending on the school's requirements. A separate Trail Leader's Guide will be provided to each school by YMCA Camp Crosley to help better orient leaders. The school can download this guide from our website (www.campcrosley.org) and make as many copies as they need.

All adults should be carefully screened before coming. This will provide the best possible leadership and role modeling for the students. Camp Crosley recommends that all Trail Leaders attend classes with the same study group throughout the experience. This adds continuity for the students and provides additional supervision in each class. An adult leaders' orientation before or upon arrival to YMCA Camp Crosley is extremely important to help acquaint Trail Leaders and other adults with the program goals and their responsibilities.

While camp has no curfew, we do have set quiet hours from 11:00 pm to 7:00 am. Cabin leaders should be considerate of those adjoining units and other cabins around them.

One Trail Leader will be needed to eat at each table of hikers. Adults should listen closely to hopper and clean up procedures so they will be able to assure their table is doing it correctly. All students will remain in the dining hall until dismissed by the camp staff.

The main function of a Trail Leader is supervision and discipline during structured recreation time, cabin time, meal time, free time, and class activities. However, the line between a good Trail Leader and a great Trail Leader is the ability to affirm and encourage the hikers and not just control them.

*Refer to the Trail Leader's Guide for additional information



Muncie Family YMCA

**We build strong kids, strong families,
and strong communities.**





YMCA Camp Crosley Policies and Guidelines

School policies will be used to manage appropriate behavior so that continuity can be provided for the participants. The following guidelines and policies are intended to further clarify the expectations of behavior while students are on Camp Crosley property, but “Take a Walk on the Wild Side” is still a school event.

- Upon arrival, the Lead Teacher must check in at the camp office.
- The continuous ringing of the bell is an emergency signal used to assemble everyone at the dining hall. Adult leaders should begin accounting for all students immediately.
- In order to help preserve the natural environment, littering, collecting of live specimens and/or vandalism to trees, plants, and animals is not permitted. Please keep on the trails.
- In order to ensure future use of camp facilities vandalism to buildings, bunks, bath houses, equipment, or any other camp property is not permitted and will be charged to the school.
- Vehicles are permitted only in designated parking areas. YMCA Camp Crosley is not responsible for damage done to personal cars.
- Pets are not permitted on the grounds.
- YMCA Camp Crosley is not responsible for students or persons who leave camp. No refunds will be made for students sent home for disciplinary reasons.
- Use of the waterfront is prohibited unless prior arrangements with the camp staff have been made. YMCA Camp Crosley policies must be met in order for these areas to be used.
- Groups may not bring firearms, flammable materials, or hand/power tools for use at camp.
- Students are responsible to keep their cabins and other facilities clean. They will also assist with table setting and clearing.
- There must be at least one Trail Leader assigned to sleep in and supervise each cabin.
- One adult leader will need to eat at and supervise the students and hoppers at each table. All students will remain in the dining hall until dismissed by camp staff.
- Physical and verbal punishment or any other form of child abuse will not be tolerated at YMCA Camp Crosley. Any suspected child abuse will be reported to the appropriate authorities. Alternative forms of discipline need to be chosen.
- Fires are permitted in designated fire rings only and only with close adult supervision.
- Appropriate footwear is required at all times. Flip flops are only appropriate in the bath-houses. No bare feet outside or shoes without straps on the back.
- No running after dark. Quiet hours are from 11:00 pm to 7:00 am. Monitor noise levels and student behavior closely during these times.
- The use of tobacco, alcohol and/or illegal substances on the camp property is prohibited.

It is the goal of YMCA Camp Crosley to provide a fun, safe environment for all participants. By abiding by these guidelines, everyone will help meet this goal.