

Dear Parent or Guardian,

Puh'tok in the Pines is excited to offer your child an opportunity to participate in a unique Field Investigation Study. Over the course of 3 days and 2 nights students will perform hands on activities directly related to real-world environmental issues occurring in their own communities.

State Park. Here, students will stud also a strong emphasis on team-bu	ation center located 30 minutes north of Baltimody environmental science in an exciting and han uilding activities that promote the importance ochool is scheduled to visit Puh'tok	ds-on outdoor setting where there is f critical thinking and the development
experience at Puh'tok. Additionall	nclosed guide. It includes valuable details to pre y, you will find important Health Information an tend Puh'tok's program. The attached health fo , 2019.	d Forms that must be completed and
, , , ,	prescription medication, the Puh'tok Medication	

For more information about Puh'tok, we encourage you to visit our website www.camppuhtok.com or call our office at 410-329-6590. Return your forms to school as soon as possible to ensure that your child does not miss out on this extraordinary experience.

Sincerely,

The Puh'tok Administrative Staff

Puh'tok in the Pines (Camp Puh'tok) 17433 Big Falls Road Monkton, MD 21111 www.camppuhtok.com 410-329-6590

## STUDENT HEALTH INFORMATION FORM

SCHOOL NAME:	DATES AT PUH'TOK:	
	Please Print All Information Legibly	
CAMPER INFORMATION		

CAMPER INFORMATION						
Last Name:		First Name:		M.I.	Date of Birth:	Grade:
Gender:	Home Stre	treet Address:		Home Phone:	1	
	City, State	e 7in:				
Parent/Guardian:	City, State	C, 21p.	Δr	e you a	Home Phone:	
r arenty Gaaraian.				aperone?	Home mone.	
Relationship to Stud	dent:			<ul><li>Yes</li><li>No</li></ul>	Cell Phone:	
Email Address:					Work Phone:	
Parent/Guardian:				Are you a Home Phone: chaperone?		
Relationship to Stud	dent:			<ul><li>Yes</li><li>No</li></ul>	Cell Phone	
Email Address:					Work Phone:	
List Persons Other t	han Parent,	:/Guardian Authorized to Pic	k Up Yo	ur child:		
List an Emergency (	Contact (Sor	meone who will care for you	r child i	f you cannot	Home Phone:	
be contacted):	•	,		,	Cell Phone:	
Relationship to Stud	dent:				Work Phone:	
		(Used if student needs med	lical car	e outside of Ca	amp Puh'tok):	
Company: Policy Numb		oer:		☐ Not Insure	ed	
		HEALTH	HISTO	RY		
Primary Care Physic	ian:		Phone	Number:		
			Fax N	Fax Number:		
HEALTH HISTORY			ALLERGIES			
□ Asthma		□ Recent		lergy to Medic	cations	
□ Diabetes		illness/injury/infectious		oods		
☐ Heart Condition		disease		sects		
☐ Bleeding or Clo	_   _	□ Sleepwalking	☐ Severe Poison Ivy Reaction			
Disorder		☐ Bedwetting		ther (List):		
☐ Seizures		☐ Recent Hospitalizations				
☐ Other not listed		or Major Surgery				
☐ Date of Last Tet	anus   L	☐ Takes Daily Mediation			DIET/NUTRITION	
Shot						
MENTAL, EMO	TIONAL, & S	SOCIAL HEALTH		ats a regular c		
□ ADHD □ ADD		□ Eats a regular vegetarian diet				
□ Anxiety		☐ Mood Disorder ☐ Has special food needs (Please describe)		e)		
☐ Depression		☐ Anger Management				
☐ Asperger's Synd	drome	□ Autism				

Please Explain any Health Conditions Checked	Above:			
Any Physical Activity Restrictions:	□ No			
Explain:				
Diago provide any additional information abo	ut the student's health that you think important or that may affect the			
	ut the student's health that you think important or that may affect the ram. Attach additional information if needed.			
	EDICATIONS - In the event your child experiences minor discomforts			
	y to make your child as comfortable as possible. Therefore, below is a list dministered by Puh'tok personnel with your authorization. These			
	ered Nurse using the recommended doses from the manufacturers. This			
·	or discomforts and avoid being sent home early from the program. The			
• •	occasional use only. If your child requires any medication on a regular complete and sign the Medication Authorization Form provided in your			
packet AND supply the medications.				
I consent to the administration of the below in	dicated over-the-counter medications to my child while at Puh'tok (check			
all that apply). If they are NOT checked, they V	VILL NOT be given to the Camper.			
☐ Acetaminophen (generic for Tylenol)	□ Antibiotic Cream (for minor cuts/scrapes)			
☐ Ibuprofen (generic for Advil and Motrin)	□ Loratadine (generic for Claritin)			
□ Calamine Lotion (for itching)	☐ Diphenhydramine (generic for Benadryl)			
☐ Hydrocortisone Cream (for itching)	☐ Bismuth Subsalicylate for Diarrhea (Kaopectate or Pepto-Bismol)			
□ I DO NOT want over-the-counter n	nedications given to my child			
a 1 2 3 No. Want over-the-counter 1	incancations given to my time			
Davage Cignorius				
Parent Signature	Date			
Parent Name Print				

## **IMPORTANT HEALTH GUIDELINES**

NO STUDENT WILL BE PERMITTED TO ATTEND PUH'TOK WITHOUT A COMPLETED MEDICAL FORM ON FILE.

#### PRESCRITION MEDICATION

IN ORDER FOR YOUR CHILD TO RECEIVE PRESCRIPTION MEDICATION, YOU **MUST** ADHERE TO THE FOLLOWING REQUIREMENTS:

- 1. Medications are NOT ALLOWED to be kept in the cabins; they must ALWAYS be secured by the Nurse while staying at Puh'tok.
- 2. Medication Authorization Form listing all of the medications brought to Puh'tok.
- 3. Parent/guardian signature at the bottom of the Medication Authorization Form.
- 4. Physician's signature at the bottom of the Medication Authorization Form.
- 5. A pharmacy label showing the name of the student, medication, strength and dosage instructions on EVERY prescription medication including inhalers, nasal sprays, cream, etc.
- 6. All medication including over the counter medications MUST be in the original container and clearly labeled. (**NO** PILL BOXES, PILL ORGANIZERS, OR PLASTIC BAGGIES).
- 7. Written authorization from a doctor must accompany the medication in one of the following:
  - A. The prescription bottle must match the doctor's orders on the Medication Authorization Form

Or

B. An order from the doctor on a separate page must be attached to the Medication Authorization Form.

#### **DETAILED MEDICATION INFORMATION**

- While the student is at Puh'tok, all of their prescription and over the counter/non-prescription medication will be secured in the nurse's station and administered by the nurse. Before any medication can be administered by the nurse a Puh'tok Medication Authorization Form must be completed and signed by the prescribing physician and by the student's parent/guardian for EACH MEDICATION that is given. If the student already has a medication form on file with the school a copy of the form may be sent in lieu of the Puh'tok Medication Form if it is signed by both the prescribing physician and the parent/guardian. If you are submitting a copy of the school medication form, please ensure that all the administration times for an entire 24 hours are listed on that form. These forms are due to Puh'tok at least 2 weeks prior to the student's arrival.
- All medications that are to be given while at Puh'tok MUST be in their original container. They
  cannot be in a pill organizer, baggie or envelope. Prescription medications (including rescue
  inhalers) MUST have the pharmacy label attached to the container and it MUST match the

signed Puh'tok medication form in order for the student to receive the medication.

- Medications cannot be expired or more than 1 year past the original prescription date. Sample medications from a doctor's office cannot be administered while at Puh'tok.
- In the effort to ensure the safety of all students, medications cannot be packed in the student's luggage. All medications (including any self-carry medications must be given to a designated school staff member prior to leaving the school then delivered to the Puh'tok Nurse's Station immediately upon arriving at Puh'tok. The medications will be secured in the Nurse's Station for the duration of the field trip and returned to school personnel on the last day of the program. The medications will be returned to the parent/guardian after returning to the school at the end of the field trip. The student cannot keep any medication other than self-carry medications) in his/her cabin or given medication to his or herself. All medications that the student wishes to self-carry will be redistributed to the students after they arrive at Puh'tok and after approval is obtained by the Puh'tok RN. Medications are given at breakfast and after dinner, unless otherwise indicated.
- Self-Carry Medications: The following are the only medications that can be carried by the student while at camp with permission of the Puh'tok RN: Rescue inhalers (Albuterol, ProAir, Ventolin, Xopenex), Epi-Pens and insulin used while in insulin pumps. These medications must always be in the control of the student, educator or counselor/chaperone while at Puh'tok and be self-administered with an adult's supervision. If you would like the student to self-carry any of the above medications, please send two of each medication so one can be kept in the Nurse's Station for quick access during any emergency.
- Over-The-Counter Medications (OTC): The following OTC medications can be given as needed by the Nurse's Station while the student is a Puh'tok: Acetaminophen (Tylenol), Ibuprofen (Motrin, Advil), Calamine Lotion, Diphenhydramine (Benadryl), Triple Antibiotic Ointment (for minor cuts/scrapes), & Loratadine (Claritin). Before the student can receive any of these medications the parent/guardian must review the Authorization for Over-the-Counter Medications form, check the boxes beside the medications that the student is allowed to receive then sign and date the form at the bottom. These are the only OTC medication that the student can receive with just the parent/guardian's consent. If your student requires any medication on a regular basis that is not listed above (i.e. cold medication, cough medication) you must complete a Puh'tok Medication Form (signed by a physician) and supply the medication/s while the student is at Puh'tok.

#### **GENERAL MEDICAL INFORMATION**

- A registered nurse is on duty 24 hours a day and program staff are CPR and First Aid Certified.
- All allergies must be documented on the Student Health Information Form

- Common or small injuries (such as bruises, bumps, splinters, etc.) will be treated and your child will be able to return to normal activities. Fevers, vomiting, or other more serious illnesses may require your child to be sent home or to the nearest hospital (GBMC Towson).
- If your child has a DOCUMENTED medical condition that prevents them from being outside
  for extended periods of time or from walking long distances, accommodations can be made
  for the child to rest in the nurse's station or to be transported by off-road vehicles. However,
  we must be made aware of this several weeks in advance.
- If your child requires a one-on-one aid in the classroom, it is the school's responsibility to ensure your child's needs are met while at Puh'tok. Please confirm with your school that arrangements have been made.
- If your child requires a one-on-one aid at home, it is the parent's responsibility to provide the one-on-one assistance at Puh'tok.

# PUH'TOK IN THE PINES MEDICATION AUTHORIZATION FORM

This form MUST BE COMPLETED FULLY in order for Puh'tok to administer the required mediation/s. List all medications to be taken while at camp on the form below with all the required information about each one. A new Medication Authorization Form must be completed each time there is a change in dosage or time of administration of a medication. If the student is bringing more than 4 medications use another copy of this form for the remaining medications.

- Prescription Medication MUST be in a container labeled by the pharmacy or physician with the student's name, dosage and expiration date. At least one dose of prescription medication must be given at home prior to the student's arrival at Puh'tok.
  - Per Maryland regulation, sample medications cannot be administered to the student
- Non-prescription Medication- Per Maryland regulation, all non-prescription medications that are not listed on the Puh'tok Over-The-Counter Medication Authorization Form must be listed below followed by a physician's signature. This includes vitamins, homeopathic and herbal medications and cough/cold medications. All nonprescription medication MUST be in the original manufacturer's container labeled with the dosage instructions and the expiration date.

School/Group Name:	Dates at Puh'tok:				
Student Name:	Date of Birth:				
Medication Name:	Strength:	Dosage (per dose)	Route:	Reason for administ	ration:
Time/frequency of adminis	tration: 🗆 Bı	reakfast 🗆 Lunch 🗆	Dinner 🗆	Bedtime □ Other	
If PRN: every hrs.	For what syr	nptoms:			
Relevant side effects: ☐ No	ne Expected	☐ Yes Specify:			
Medication Name:	Strength:	Dosage (per dose)	Route: Reason for administration:		tration:
Time/frequency of adminis	tration: 🗆 Bı	reakfast 🗆 Lunch 🗆	Dinner 🗆	Bedtime 🗆 Other	
If PRN: every hrs.					
Relevant side effects: □ No					
Medication Name:	Strength: Dosage (per dose) Route: Reason for administration:				
Time/frequency of adminis	tration: 🗆 Bi	reakfast 🗆 Lunch 🗆	Dinner 🗆	Bedtime 🗆 Other	
If PRN: every hrs.					
Relevant side effects: □ No	ne Expected	☐ Yes Specify:			
		PRESCRIBER A	UTHORI	ZATION	
PRESCRIBER SIGNATUR	E:			DAT	E:
Prescriber's Printed Nar	me/Title:			Telephone:	Fax:
		PARENT/GUARDIA	AN AUTH	IORIZATION	
I request that designate	d Puh'tok p	ersonnel administe	er the me	dication above as pr	rescribed by the above
prescriber. I certify that	I have lega	I authority to conse	nt to me	dical treatment for t	the student named above,
including the administra					
communicate with the I					
PARENT/GUARDIAN SIG		•	•		
Home Phone:					

Date:

Signature of Puh'tok RN:

## AUTHORIZATION TO CARRY SELF-ADMINISTER MEDICATION

		Address:  City/State/Zip:			
					Birth Date:
Puh'tok from/ to	o// The following of the Puh'tok RN: Rescue in	olic Schools (BCPS) 3-day/2-nigg g are the only medications that conhalers (Albuterol, ProAir, Vento	an be carried by the student		
completed by the prescribing	physician/provider, an authori	le participating in this program, to zing parent/guardian, and the stu tudent's name, dose/strength and	dent participant. Medication		
Physician's Authorization:					
The above-named student has medications:	my authorization to carry ad s	self-administer the following pre	scription and non-prescriptio		
Medications/Treatments	Dosage/Frequency of Administration	Circumstances/symptoms for administrations	Diagnosis		
_					
medication on his/her own wi medication and what side effe	thout school personnel supervi ects and adverse responses sho	use of this medication and is ablasion. The student understands the all the reported to an adult. I have ogram for managing asthma, and	he expected response to the ve provided a written		
Physician Signature	Physician's Pho	one Number Date			

#### **FOR COMPLETION BY PARENT/GUARDIAN:**

As the parent/guardian of the above-named student, I confirm that this student has been instructed by his/her health care provider on the proper use of this/these medication(s). He/she is physically, mentally, and behaviorally capable to assume this responsibility. He/she has my permission to self-medicate as listed above, if needed. If he/she has used an auto-injectable epinephrine, he/she understand the need to alert an adult that emergency medical personnel need to be called. If he/she has used his/her asthma inhaler as prescribed and does not have relief from an asthma attack, he/she understands the need to alert an adult.

Authorization is hereby granted to release this information to appropriate Puh'tok personnel, school personnel, and BCPS

teacher chaperones who will be accompanying stu	udents on the above-referenced program.
Parent/Guardian Signature:	Date:
STUDENT STATEMENT:	
medication as instructed by my physician, only fo	dminister only the medication(s) listed above. I agree to use the or the conditions te doctor has written and not to share with other people. on with others, I will be held accountable for my actions and that I will
Student Signature:	Date:

#### CAMP PUH'TOK FOR BOYS & GIRLS, INC

#### Participation Assumption of Risk and Waiver Agreement

When participating in outdoor activities, safety is our primary concern. While it is impossible for us to eliminate all risk, your commitment to follow instructions and use sound personal judgment will contribute greatly to your well-being. By signing this waiver, the participant accepts that there are inherent risks and hazards involved in Overnight Camping, Outdoor Science Investigations, Field Activities, and Low Ropes Challenge Course Adventure.

#### Please read and sign the following agreement:

#### **Overnight Camping**

Students will be staying in enclosed cabins with bathrooms, heat and air conditioning. Our property is located on 67 wooded acres. I understand that risks and dangers exist during all outdoor activities including, but not limited to: insect bites, bee stings, cuts and bruises, and minor injuries.

#### Outdoor Science Investigations, Field Activities, and Low Ropes Challenge Course

I, as a participant, understand I will be involved in Outdoor Science Investigations, Field Activities, and Low Ropes Challenge Course Adventures that require periods of physical exertion, balancing, lifting, pushing, pulling and climbing. I know most activities will be outdoors where I will need to watch for slippery and/or uneven footing, limbs and branches, insects or animals and possible exposure to extreme or inclement weather. I fully understand that several activities take place near open water. I fully understand that my physical activity involves risk of personal injury or injury to others. I understand the risks may include loss or damage to personal property.

I understand that I will not be forced to do any activity and that despite a reasonable precaution taken by **Camp Puh'tok for Boys & Girls Inc.** that a guarantee of absolute safety is impossible. I agree to exercise good personal judgment, to ask for help if I am concerned about my safety and to be responsible for deciding if a proposed activity is appropriate for me. **I have listed on the reverse side of this paper** and informed my instructors of any physical, mental, or medical conditions, recent injuries, medication, allergies or other considerations that might limit my ability to participate or affect other members of my group. I realize that failure to share that information could result in serious harm to myself or others. I also state that I am not under and will not be under the influence of any chemical substance including alcohol.

I agree to comply with safety instructions given by **Camp Puh'tok for Boys & Girls, Inc.**, and to be responsible for my personal safety and well-being. I agree to hold **Camp Puh'tok for Boys & Girls, Inc.**, its Directors, Officers, Employees, Agents, and/or Associates harmless for any accidents, injury, loss of or damage to property that may occur on this program.

I understand that all possible precautions are taken to ensure that all programs and activities sponsored by **Camp Puh'tok for Boys & Girls, Inc.,** are conducted by mature and qualified personnel in a safe and responsible manner. I voluntarily assume the risks of the activities and agree to report any injuries before leaving the premises.

In the event that it becomes necessary, I give permission to Camp Puh'tok for Boys & Girls, Inc. to secure proper medical treatment. I understand that any medical expense is not covered by Camp Puh'tok for Boys & Girls, Inc., medical insurance will be billed directly to me or to my insurance company.

I have read and understand all materials outlining overnight camping, the low adventure course, field games and outdoor science activities, included in this waiver and agree to abide by these terms. I give my child permission to participate in overnight camping, challenge course adventures, field games and outdoor science investigations AND I am aware this is a waiver and a release of liability and I sign it **VOLUNTARILY**.

Signature of Participant	Signature of Parent/C	Guardian		
Printed Full Name	Printed Full Name			
DATE	DATE			
	VIDEO/PHOTO CONSENT			
I represent that I am the parent or legal guardian of ("student") who desires to attend camp and participate in activities sponsored by Puh'tok. I hereby grant permission to Camp Puh'tok for Boys and Girls, Inc. the right to use, reproduce, and/or distribute photographs, films, video-tapes, and sound recordings of the student, without compensation or approval rights, for use in materials created for purposes of promoting the activities and programs of Camp Puh'tok for Boys and Girls, Inc.				
Signature of parent/guardian:		Date:		
Signature of parent/guardian:		Date:		

#### WHILE YOU ARE HERE

### Parent Information to Review with Your Child

Everyone has a right to enjoy their Puh'tok MWEE experience. To ensure a safe and fun learning experience, all students must:

- show mutual respect
- safely participate in all activities
- follow directions
- allow others the opportunity to learn
- stay with their group at all times

#### **Policies/ Student Expectations**

- Students are expected to follow the rules and be respectful of all adults (station leaders, teachers, chaperones). Inappropriate behavior or language will not be tolerated.
- Everyone at Puh'tok will speak and listen attentively using mutual respect. Please make sure your
  child understands they are responsible for helping create a positive experience for themselves,
  and their classmates.
- Students should always remain within their group and established boundaries.
- Students should remain on marked trails and show respect to plants and animals.

**NO TOBACCO**, **ALCOHOL**, **DRUGS OR WEAPONS**: Puh'tok has a zero-tolerance **policy for the use/possession of tobacco**, alcohol, drugs or weapons. If a student violates this policy, the student's parent/guardian will be notified, and the student will be sent home immediately.

#### **Daily Schedule**

7:00	Wake-Up	
8:00	Breakfast	
9:00	Program Activity 1	
10:40	Program Activity 2	
12:20	Lunch	
1:10	Adventure Activity 1	
2:50	Program Activity 3	
4:30	Adventure Activity 2	
6:00	Dinner	
7:00	<b>Evening Presentation</b>	
8:00	Journal/Reflection	
9:00	Cabin Time	
10:00	Lights Out	



- \* Program Activities: Wetlands, Upland Forest, Pond, Stream & Riparian Field Investigations
- \* Adventure Activities: low ropes, field games, team-building initiatives, & geocaching
- \* Maker Sessions include: ecological restoration projects & STEAM activities

#### **MEALS**

Students will be provided lunch and dinner on the first day, all three meals the second day, and breakfast and lunch on the third day. Please be sure to notify the school of any special dietary needs and/or food allergies upon registration and document on your child's medical form. A menu is available upon request. Students may bring snacks if they desire. Special accommodations can be made for food allergies and dietary restrictions with two weeks advance notice. Puh'tok is a nut-free facility.

#### Menu

	DAY 1	DAY 2	DAY 3
Breakfast 8:00 AM		Bagels and Muffins with Cream Cheese and Butter Eggs and Sausage Yogurt w/ Granola Water, Orange and Apple Juice, Milk	Assorted Pastries Eggs Bacon Yogurt w/ Granola Water, Orange and Apple Juice, Milk
Lunch 12:20 PM	Assorted Sandwiches/wraps Chips Whole Fruit Cookies Water and Lemonade	Assorted Sandwiches/wraps Chips Whole Fruit Cookies Water and Lemonade	Assorted Sandwiches/wraps Chips Whole Fruit Cookies Water and Lemonade
Dinner 6:00 PM	Penne Pasta w/ Meat/Plain sauce House Salad: Dressing: Ranch, Italian, Bleu Cheese Broccoli & Rolls Brownies and Cookies	Chicken Tenders Macaroni & Cheese Classic Caesar Green Beans Brownies/Cookies	

#### **CLOTHING AND PERSONAL ITEMS**

Students are expected to come to class dressed appropriately for all weather conditions. Outdoor activities will continue rain or shine and will take place close to and around ponds, streams and wetland habitats where shoes can become muddy and wet regardless of the weather. We highly recommend dressing in layers and bringing waterproof boots. Students are expected to participate in each program and being properly dressed will allow a more comfortable outdoor learning experience.

## **Suggested Packing List**

#### **ESSENTIAL**

- **Weather appropriate** shirts and pants/shorts, minimum of one per day. Recommend extras to layer each day for optimal comfort.
- Underwear (minimum 1 pair per day)
- Socks (3 minimum, extra recommended)
- Sweatshirt or sweater
- Hat
- Rain gear
- Pajamas
- Closed-toes shoes/ sturdy hiking shoes or boots (2 pairs if possible, in case one gets wet)
- Sleeping bag, blanket, sheet, pillow
- Plastic bag for wet clothes
- Sunscreen
- Water bottle
- Shower Supplies/Toiletries
- Toothbrush/Toothpaste
- Bath towel and hand towel
- Medications (if needed)
- Cold Weather Gear (winter months and early spring) winter hat, gloves, scarf, warm coat, long underwear

#### **OPTIONAL**

- Sunglasses
- Flashlight
- Reading/writing Materials
- Snacks

## **DO NOT BRING**:

- MP3 players or iPods
- Gaming devices
- Computers, tablets, or any similar platforms
- Cell phones
- Prohibited items (drugs, alcohol, tobacco)

<sup>\*\*</sup>Please be sure ALL items and clothing are labeled with student's FULL NAME

<sup>\*\*</sup>Please keep in mind when packing to only send items/clothes that can get wet and dirty.