



Notes for Accompanying School Faculty on Canoe & Hiking Trips

We are thrilled that you will be accompanying your students on their ALIVE Outdoors experience. Your participation is an extremely important factor in the success of the program! We are huge believers in the power of these trips and we hope that you will see this as a unique opportunity to enhance the richness and meaning of your relationships with your students. It is also a great opportunity for your students to get to know you and who you are beyond the classroom walls.

While you are at one of the ALIVE camps, you will be assigned to an out-tripping group varying in size. There will be 2 instructors guiding your trip. While the ALIVE instructor will assume the daily leadership in regards to all activity planning and teaching, they will look to you as an active and engaged co-leader in regards to group management. Below is a detailed overview of your expected roles and responsibilities while with ALIVE. We hope this information will help you better understand the nature of the program and your role within it.

- **Supporting Experiential Education** - ALIVE operates under the philosophy of experiential education, which empowers students to take an active role in their learning, with minimum direction from leaders and adults. Challenge, struggle and even occasional mistakes are all parts of experiential learning. School faculty should refrain from offering excessive suggestions, taking on dominant leadership roles, or showing students how to do it before letting them try first.
- **Active Participation** - Be an active and positive influence and participant in all of your group's activities. Be open-minded and engaged. Students love to get to know their faculty/staff on a more personal level.
- **Encourage Student Engagement** - Help encourage students' participation and interest in the activities. Help maintain students' focus on the activities at hand and aid in discipline if needed. ALIVE instructors, in partnership with the host site's staff, will be responsible for all activity instruction, guiding the route, initiating and managing the preparation of meals and campsite setup and general programming. But they will need your help and support in the program delivery. Please speak to instructors if you have students in your group that may require special attention or different approaches to instruction.
- **Risk Management** - Extensive risk management policies are in place at ALIVE and the host site to help ensure the safety of both you and your students. It is essential that you pay close attention to any safety briefings given by ALIVE Outdoors instructor and ensure that students are adhering to these policies. If you have any questions about our risk management policies please ask your instructor at any time or the appointed ALIVE Lead Facilitator (before departing on out-trip). These policies include always wearing a PFD in the canoes, no paddling in moving water, appropriate expedition behaviour around fires and stoves, and when/where it is appropriate to swim while on trip. The instructors will make you aware and consult in out-trip decisions whenever possible but in terms of Risk Management, final decisions are up to instructors according to training and ALIVE protocol/standards.
- **Student & Behaviour Management** - While on an ALIVE out-trip program you and your fellow faculty will aid the ALIVE instructors in student supervision at all times, 24/7. Due to the nature of an out-trip there are less opportunities to take a break away from the students. That said the instructors will work with you to ensure that you get some personal time at some point during the day. Once the group departs on out-trip, everyone is essentially together at all times until the group returns to base camp. You instructors will communicate with you in regards to certain times where they need you to be more or less actively engaged and supervising. If the need arises for disciplinary action to take place, this responsibility will ultimately fall to the school faculty member. Instructors will take a supportive role.

- **Student Medications, Dietary Needs & First Aid** - Managing students' prescription medication is also something that is the faculty's responsibility to be aware of and manage. Also, faculty are to help with students who may have special dietary concerns or supplemental meals. Often, teachers may be required to hold onto medication for students and ensure that it is used appropriately. The instructors will take the lead and ultimate responsibility for initiating and managing first aid treatment.

- **Communication** - One of the ALIVE Directors or Lead Facilitators will meet with you on the day of arrival to discuss these roles further and a debrief meeting will be held at the end of your experience. Expect ongoing communication from your instructors. It has been stated that Risk Management related decisions such as routes or evacuation is the ultimate responsibility of the ALIVE instructors. However should you ever be uncomfortable with a decision, behaviour or action of the instructors, it is important that you come forward to the instructors as soon as possible. If time permits an appropriate and discreet approach to discuss the issue will minimize confusion for the student participants. We will also check in with you at the end of each day—Please let us know if there is anything we can do to enhance the experience for you or your students.

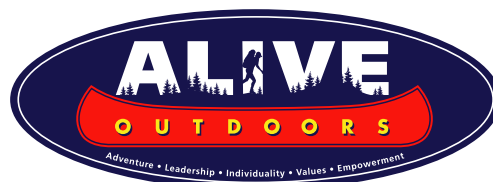
Faculty Tent Arrangements - Tent sleeping arrangements are up to individual faculty, instructors, student leaders and school policies. Student tents must be single sex. Generally, senior student leaders can sleep in the same tent as students of the same sex if everyone is comfortable. Unless school policy states otherwise, instructor and faculty men and women can share a tent if all individuals are comfortable with this. These arrangements must be sorted before departing on out-trip. ALIVE can arrange an extra tent for faculty to sleep on their own if this is preferred.

- **School Vehicle** – **The school is required to send 1 support vehicle to be parked up at camp for the duration of the program.** This is often a teacher's personal vehicle that is driven up separately from the bus. This vehicle will be used if transportation is needed for non-emergency related issues. Further, if this vehicle needs to be utilized it will be a teacher who will drive and accompany the student.

- **Have Fun!**

If you have any questions regarding your roles and expectations at camp please don't hesitate to contact our office through email: info@aliveoutdoors.com or by phone: 416.429.8082

It takes all of us working together as a team to ensure that the program we deliver is as effective and smooth as possible. Thank you for your support and interest.



www.aliveoutdoors.com