

## The Camp Leopold Registration Process for Lexington 2 Schools

Please return Pages 1, 3, 4 and 5 of this packet to the Camp Leopold Director **at least a month prior to the fieldtrip date**. Page 2 can be returned to Camp Leopold upon arrival. These initial forms assist camp staff in planning for the trip. All final numbers, required Camper forms, and special accommodations are due to the Camp Director two weeks prior to the fieldtrip date. Since Lexington 2 has a prepaid contract with Camp Leopold, no payment besides those of the chaperons are due upon arrival to camp.

All paperwork can be emailed to [campleopold@scwa.org](mailto:campleopold@scwa.org), faxed to 803-452-6032, or mailed to SCWA's main office at 9833 Old River Road Pinewood, SC 29125.

**Please note:** The address for mailing paperwork is for SCWA's main office—not our physical camp address! To get to camp, please use the "Directions to the Wildlife Education Center" handout provided in the Teacher Manual & Parent Handbook.



## Camp Leopold Registration Form

This form is used to help us prepare for your field trip! Please read and fill in the blanks following the bold print. **Please be as accurate as possible**, as your group's schedule, meals, and lodging will be based on the numbers you provide below.

**Please select your desired trip type:** \_\_\_\_ 1-Day \_\_\_\_ 2-Day \_\_\_\_ 2.5-Day

**Dates of Trip:** \_\_\_\_\_ to \_\_\_\_\_

**Name of School:** \_\_\_\_\_

**School Contact:** \_\_\_\_\_ **Position:** \_\_\_\_\_

**School Phone:** (\_\_\_\_) \_\_\_\_\_ **Cell Phone:** (\_\_\_\_) \_\_\_\_\_

**Email:** \_\_\_\_\_

**Student Grade Level(s):** \_\_\_\_\_

**Arrival time:** \_\_\_\_\_ **Day:** \_\_\_\_\_

**Departure time:** \_\_\_\_\_ **Day:** \_\_\_\_\_

**Will you be arriving by bus? If not, how?** \_\_\_\_\_

Will you need bus driver lodging? Please circle: Yes or No?

If yes; how many? \_\_\_\_ \*Bus drivers' costs will be the same as the chaperones.

**Minimum number of students:** Male \_\_\_\_\_ Female \_\_\_\_\_ Total \_\_\_\_\_

**Minimum number of chaperons\*:** Male \_\_\_\_\_ Female \_\_\_\_\_ Total \_\_\_\_\_

**Minimum number of teachers:** Male \_\_\_\_\_ Female \_\_\_\_\_ Total \_\_\_\_\_

**Minimum total number attending:** \_\_\_\_\_

**\*Please Note:** For the 2.5-Day Program, the cost of a non-school chaperon is \$80. Your school will need to collect these funds prior to the field trip date, as the school will be invoiced by Camp Leopold for the chaperon fee. Checks, cash, and cards are all accepted forms of payment. Checks can be made out to the South Carolina Waterfowl Association. Please be accurate as possible on the number of participants coming to Camp Leopold.

## Camp Leopold Reservation Summary

This form must be returned upon arrival at Camp Leopold.

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*School*

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*School District*

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*County*

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*Dates of Session*

	African American		Caucasian		Other		<b>Total</b>
	Male	Female	Male	Female	Male	Female	
# of Students							
# of Adult Chaperons							
# of Teachers							
# of Drivers Staying							
<b>Total</b>							

## Class Options & Selection

### Daytime Classes:

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>➤ Wonderful Wetlands</li> <li>➤ Waterfowl Adventure</li> <li>➤ Creatures of the Woods</li> <li>➤ Team Challenge</li> <li>➤ Spineless Wonders</li> <li>➤ Their Blood Runs Cold</li> </ul> | <ul style="list-style-type: none"> <li>➤ Human Impact at Camp Leopold</li> <li>➤ Spoorin' &amp; Explorin': Track Casting</li> <li>➤ Forest Ecology</li> <li>➤ A Look into the Wild World: Trail Cameras</li> <li>➤ Dual Ziplines</li> </ul> |
|---|---|

### Evening Classes:

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>➤ Environmental Hearing</li> <li>➤ Night Walk, The Final Frontier</li> <li>➤ Campfire</li> <li>➤ Celestial Navigation</li> </ul> | <ul style="list-style-type: none"> <li>➤ Spineless Wonders at Night</li> <li>➤ Blood Runs Cold at Night</li> <li>➤ Human Impact at Night</li> </ul> |
|---|---|

**Please rank which classes you would like to participate in, with 1 being the most desired class.**

Depending on arrival/departure times, program type, and time of year, some classes may be unavailable. The Camp Director will be in contact if there are any adjustments to be made.

<b>Day Classes</b>	<b>Evening Classes (Not Applicable to 1-Day)</b>
1. _____	1. _____
2. _____	2. _____
3. _____	3. _____
4. _____	4. _____
5. _____	5. _____
6. _____	6. _____
7. _____	7. _____
8. _____	
9. _____	
10. _____	
11. _____	
12. _____	

*Typically, 1-Day programs will have 3 day activities, 0 night activities, 2-Day programs have 5 day activities and 2 night activities, and 2.5-Day programs have 9 day activities and 4 night activities.*

## **Class Options & Selection (Con't)**

Below are some questions related to the classes selected on the previous page. Responses to the questions are optional, but they assist us in better tailoring our classes to the needs, level, and desires of your educational institution.

1. What science units have your students covered before/during the time of their visit?
2. Are there any specific education standards you were hoping would be covered during your visit? If so, which ones?
3. If you have been to Camp Leopold before, are there any specific activities you would like to do again? Are there any activities you would not like to do again?
4. If you would like to elaborate on any of your class preferences, please do so in the space below.

## Camp Leopold Terms of Agreement

1. Our school, \_\_\_\_\_ (School's Name), will be attending a \_\_\_\_ Day Program at Camp Leopold.
2. Our school has chosen to attend \_\_\_\_\_ (session date(s)).

We agree...

- To respect Camp Leopold's facilities.
- To drive and park our vehicles in designated areas only.
- To have at least one representative of the school onsite at all times.
- To have one or more adult leaders supervise the students at all times. At least one adult over 21 must stay in each sleeping area to supervise the students.
- To comply with the zero-tolerance policy for drugs, alcohol, and tobacco use or possession on Camp Leopold Property.
- To alert Camp Director of all dietary restrictions and other special accommodations needed 2 weeks prior to the event date.

We understand that...

- Camp Leopold must receive a final and guaranteed number of students, chaperons, and educators in writing from the school 2 weeks prior to the trip. At 2 weeks, you will be able to decrease the minimum number written in this packet by 10% without penalty; however, if you decrease the number of participants by more than 10% you will be billed for the minimum number reported on this form. This number will be used to prepare food, lodging, and staffing for your trip.
- Our group understands and agrees that the final ESSER fund amount utilized will be the larger of the following: minimum student/chaperones numbers as written in this packet or the actual number of students/chaperones who will attend the trip.
- The school group is responsible for collecting all chaperone fees prior to the start of the trip. Camp Leopold will send an invoice for the chaperone fees as soon as final attendance numbers are available.
- If a school group cancels within 30 days prior to the experience the school will be responsible for 70% of the total contracted minimum number for said trip.

Educators' Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Administrators' Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*This is a legally binding contract.*

Thank you for registering with Camp Leopold! Please feel free to contact the Camp Leopold Director with any questions or concerns, and we look forward to having you on-site soon!

Kindly,

Abby Zabrodsky  
Camp Leopold Director of Operations

Cell: 803-305-8927  
Fax: 803-452-6032  
E-mail: [campleopold@scwa.org](mailto:campleopold@scwa.org)