

Dear Teacher,

Welcome to a new year of outdoor education at SCICON. We have another outstanding staff trained and on board and are anxiously awaiting to introduce your students to the beauty of nature and the excitement of SCICON.

All forms and literature for your class' visit are in this packet. If you feel you might be missing a form or have any type of questions regarding SCICON, please call our office at (559) 539-2642. **Feel free to photocopy any of these forms. If large quantities are needed, please notify us.**

Listed below are some items which you will not want to forget:

- Have all forms completed fully and ready to hand to our staff upon your arrival at SCICON. Please **alphabetize the student registration forms** and **check them for parent signatures (front and back)**.
- Keep "Emergency Medical Authorization for Bus Transportation" forms separate from student health forms. You will need these for the bus ride home.
- Check with your principal to be sure arrangements have been made to have your students checked for head lice in the week prior to their coming to SCICON. Students with nits or active lice are not to be allowed to board the bus.
- Check with your principal to be sure high school cabin counselors have been confirmed.
- Student medications must be collected before students board the bus and given to our nurse upon arrival. All medications should be clearly labeled and in their original containers.**
- All luggage should be clearly labeled (name, school) and color coded for boys and girls. (i.e., boy's luggage - yellow; girls - blue.)
- Bring enough pencils for your entire class.**
- Bring stamps for a class set of postcards. Your students will receive a SCICON postcard, which can be mailed home. Our staff will see to it that these cards are delivered to the post office.
- Review the SCICON Discipline Policy with your students. Review social and academic expectations at SCICON. (See SCICON Instructional Guide.)
- Remind students to carefully check their Clothing and Equipment Checklist (paying special attention to the Do Not Bring list).
- Be sure to collect Counselor Registration forms and Counselor Responsibility Contracts from the high school students as they board the bus. If for some reason they are missing one or both of these forms, call the high school immediately. All counselors must have these forms signed and on file to be at SCICON.

Be ready to have a great week!