

Arrival

Please make your travel arrangements so as to arrive as close to 11:30 AM as possible. Because of other responsibilities, our staff is not available to entertain early arrivals. If you arrive early, you will need to provide activities until 11:30 AM.

All arriving vehicles should stop at the Retreat office and check in. Directions to lodging will be provided at that time.

Departure

The official program ends at 1:00 PM on Wednesday. If you are attempting to time your arrival back at school at a specific time, and you need to hang around for a little while, you are welcome to do so. School staff are responsible for supervision.

Please have your campers pack up before breakfast on Wednesday. All gear can be placed on one bunk or on the porch if weather permits. Our housekeeping staff will need to turn around the cabins for other groups, and need access as soon as possible.

Other services

Meritas Medical Center is about 6 miles from the retreat center. Turn left out of our entrance, and stay on Mt. Aetna Road for five miles. Turn right at the first light. The hospital is on the left.

Gas is available either north bound or south bound on Rt. 66. If going south, pass under the interstate and proceed to the first traffic light. The station is to your right. If going north, go about 3 miles to the first light. The station is on your right.

Groceries and a pharmacy are located in Smithsburg. At the traffic circle, take Rt. 66 north. Go 3 miles. At the light turn left. The shopping center is on the left.

Standard outdoor education schedule

Monday

- 11:30 AM Arrive at MACRC for intro activities and cabin assignment
- 12:30 PM Lunch
- 1:30 PM Class 1
- 3:15 PM Class 2
- 4:45 PM Nature Center open
- 5:30 PM Supper
- 6:30 PM Recreation
- 7:45 PM Worship by MACRC staff
- 8:30 PM Night hike, games and/or campfire
- 9:30 PM Cabin time
- 10:00 PM Lights out

Tuesday

- 8:00 AM Breakfast
- 8:45 AM Worship by School staff
- 9:15 AM Challenge Course
- 12:30 PM Lunch
- 1:30 PM Challenge Course
- 4:30 PM Camp store open
- 5:30 PM Supper
- 6:30 PM Recreation
- 7:45 PM Worship by MACRC staff
- 8:30 PM Night hike, games and/or campfire
- 9:30 PM Cabin time
- 10:00 PM Lights out

Wednesday

- 7:30 AM Pack
- 8:00 AM Breakfast
- 8:45 AM Worship by School staff
- 9:15 AM Class 3
- 10:45 AM Class 4
- 12:30 PM Lunch
- 1:00 PM Departure



SEVENTH-DAY ADVENTIST CHURCH
www.adventist.org

Mt. Aetna Camp and Retreat Center

21905 Mt. Aetna Road
Hagerstown, MD 21742
301-824-6045 • 301-824-6373 (fax)
www.mtaetnacamp.com

Outdoor Education Program

Teacher Guide

This guide provides information for the teachers and sponsors who will be attending a standard outdoor education event at Mt. Aetna Camp and Retreat Center.





Mt. Aetna Camp and Retreat Center is a Christian facility dedicated to the care and instruction of God's children, young and old alike!

General outline

Our standardized curriculum includes four field science/nature classes, team challenge exercises, and high challenge or tower challenge activities depending on grade level.

The schedule is listed on the back of this brochure, but is subject to revision due to weather, staffing changes, or class size.

Students will usually be assigned to groups of 8 to 12 for classes and challenge course activities. A school sponsor will need to participate with each group to provide supervision. Groups are normally divided by grade level, but other methods may be used. MACRC staff will consult with school staff to determine the most advantageous division.

Fees and payment

Our standard program includes two nights lodging, seven meals, several challenge course activities, and four classes for one inclusive price per student.

Your school will be invoiced after the event as your attendance numbers may change.

Sponsors & supervision

The school is required to provide one adult sponsor for each group of 8 children. In addition, each school needs to provide a gender specific sponsors based on their student ratios.

Discipline and supervision of students is the

responsibility of school staff and sponsors at all times. We understand the need for sponsors to have a little down time, but not at the expense of adequate supervision.

Our *Release of Liability and Medical Information* form, included in the *Student and Parent Guide*, is specifically designed for Mt. Aetna Camp and Retreat Center needs. In addition to our form, you should require a separate signed permission slip that complies with your standard overnight field trip requirements.

There are certain basic safety guidelines that we expect all sponsors to enforce, in addition to those outlined in the policy guide.

- Boys are to stay out of girls cabins, and girls are to stay out of boys cabins.
- Pranks and rough horseplay are prohibited.
- Students are prohibited from climbing on or under buildings or camp maintenance equipment and vehicles.
- All signage is to be obeyed.
- The "Do Not Bring" list printed in *Parent Guide* is mandatory while on campus. Use or possession of these items while on school provided transport is at the discretion of the school.
- On safety matters, MACRC personnel have final say.

See the *Policy and Guideline Brochure* for additional information.

Lodging

Outdoor school groups are lodged in heated cabins. Most cabins sleep eight students in four bunks and a sponsor on a cot.

Each cabin is equipped with a sink, laundry tub, toilet and shower. Mattresses are provided, but guests must provide their own linens or sleeping bags, pillows, towels, wash cloths and toiletries.

Food service

Full food service is provided to outdoor school groups on the standard plan. Meals are served cafeteria style. The serving line is open for 30 minutes per meal. Tables are dismissed one at a time.

Meal service includes one trip through the line. Seconds may be available at the discretion of the food service staff.

We serve lacto-ovo vegetarian meals. That means we use eggs, milk and cheese, but serve no meat, fish, chicken, or seafood. Full vegan options are also available. Please let us know two weeks in advance if you have students or staff with special dietary concerns.

No caffeinated drinks are served at any time.

Please provide us with your final participant count two weeks in advance of your arrival

Worships

MACRC staff provides evening worships related to our theme and evening activities. School staff are expected to attend.

School staff are requested to provide morning worships, while our staff prepares for the days activities. A piano is available.

We encourage schools participating in multi-school events, to plan ahead and share these worship times. We are happy to provide contact information, but we do not coordinate those plans.

Recreation time

Open recreational time is provided each evening. Options include group games, hikes, canoeing, stream exploration, basketball, soccer, and volleyball. The school is required to provide supervision at all recreational activities.

Location and contact information

We are located just an hour northwest of Washington DC, an hour west of Baltimore, and only 3 miles off Interstate 70. Our address and phone number are on the back of this brochure. We recommend you provide an emergency cell number to your students parents. In addition they can use our office number during business hours, or for after hours emergencies they can call the Retreat Center director's personal cell at 240-625-2624.

