

Dear Parents and Students,

The sixth grade trip to Glen Helen is rapidly approaching. This packet contains information for the trip. The cost of the trip for each student is \$150.

We will be leaving from school about 10:00 AM on Tuesday, September 7, and returning Friday, September 10, about 1:30 in the afternoon. The students will not be able to bring their Glen Helen luggage and such with them on the Xenia School buses the morning of September 7. You may drop off your child's Glen Helen luggage on Monday after school until about 5:30 PM which can be placed in the school's lobby next to the library.

When we return on September 10, the students will be dismissed at that time. If you choose to have your child ride the bus home from school, you will be able to pick up any luggage until about 5:30 on Friday.

All forms must be completed and returned to school by August 31. If your child is to take any medication while at Glen Helen, it is necessary to do the following:

- 1. All medications must be in their original containers.**
- 2. The containers need to be placed into a zip lock bag with the student's name on it and a sheet placed in the bag for the times that the medication is to be given and if there are any specific directions for the medication (such as take only with water, do not take on an empty stomach, etc.)**
- 3. If the dosage is different from the information on the container, a doctor's explanation and signature will be required.**
- 4. All medication is to be checked with me. I will be administering the medication while at Glen Helen. The students will NOT be able to keep ANY medications with them, except medications that are needed to be taken in an emergency, such as inhalers and epi pens which should be checked in with me so I know when and how they are to be taking them.**

If your child is not covered by accident insurance, you may purchase coverage at the cost of 35 cents a day during the stay at Glen Helen. If you decide to purchase the accident insurance from Glen Helen, please have the money turned in by August 31.

The camp store will be open for the students on Tuesday. If the students would like to purchase something from the store, please send the money in an envelope for the items that are to be purchased. The students will receive more information closer to the trip about the prices of items that are available for purchasing.

Parent support during the trip is needed to help make Glen Helen a memorable and educational experience for the students. We will need chaperones for both the day and night. I have broken the chaperone schedule into two-day spaces and one for overnight from about 8:30 PM to about 8:00 AM. We will need one male and two females for each night of the trip. During the day I will need one parent from 9:00 AM to about 3:30 PM and one parent from 3:30 PM to about 8:00 PM. ALL PARENTS who volunteer for the trip will need to have taken The Decree on Youth Protection which includes watching the video and being fingerprinted.

Some of the guidelines that the students will need to follow while on the trip besides the rules set by Glen Helen:

1. While in the cabin, inside shoes must be worn to help keep the cabin clean.
2. After 9:30 PM the students need to spend some quiet time to reflect upon the day and to work on their journals for the day. At this time the students may shower and get ready for bed.
3. Lights-out/quiet time will be at 10:30 PM. At this time the students should be in their bunks and quiet.
4. At no time will boys be allowed into the girls' area of the cabin or vice-versa.
5. Games may be played during downtime at night. I will be giving time for the students to determine games that they would like to play and to decide who will bring those games to school on Monday.
6. All school rules will apply while at Glen Helen

The students will not be permitted to receive or to make phone calls except in the case of an emergency. The students will not be permitted to call home. However, parents or guardians will be contacted immediately for severe behavior problems or illness.

Be sure to look over the packing information carefully for what the students are to bring and what they are not to bring. Students are to bring three pair of shoes. Two pair will be for outside use and one will be for wearing around the cabin. This will help cut down on the cleaning time that the students need to do daily. Please watch the weather over the weekend to ensure packing appropriately for the trip. Keeping the temperatures in mind, layering of clothes is encouraged so they can add or remove layers as needed. When packing, have the students place bedding in a plastic bag to aid in carrying.. They should pack a second plastic bag to have a place for dirty clothes.

Electronics items are not permitted. (I pods, walkmans, video games, cell phones, etc.) Please do not send the students with any snacks. There will be plenty of good food at Glen Helen, and parents will be bringing snacks at night.

It is important to pack everything that the students need, but it is also just as important not to over pack for the trip. Space is limited on the bus for luggage so large trunks and such are discouraged. The students will be responsible to carry what they bring to the cabins from the bus.

I am excited about the class trip, and I know that the students are looking forward to the trip as well. Additional information will be placed on the St. Brigid School website concerning the 6th grade Glen Helen trip <http://www.stbrigidxenia.com/pages/school/index.html>.

Mr. Silverwood