



EverWild Forest School
Family Guidebook
Summer 2023

Summer Camp Director, Taylor Payne:
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Hello, *Summer!*

Hi friends! Welcome to EverWild Forest School's exciting Summer Camp Season! My name is Taylor Payne, and I'm the Summer Camp Director for EverWild Forest School.

As the Treasure Valley's original Forest School, we've created a one-of-a-kind camp experience for your Wild One. Whether your child is registered for one or all of our 4-day weekly camps, I'm confident they'll have the best time ever. The curriculum for each one of our themed camps has been thoughtfully curated by our experienced educators, and we can't wait for your kiddo to experience all the fun activities, games, and lessons we have planned!

We've put together this handy Guidebook to help you navigate the ins and outs of our policies and procedures. If you have any questions, please don't hesitate to reach out to me at taylor@everwildforestschool.org. I'll be your main point of contact through your child's summer experience with us.

See you in the Wild!

Taylor Payne

Summer Camp Director
EverWild Forest School



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Quick Overview

Registration Steps

1. Enroll and pay online through our website: www.everwildforestschool.org
2. Follow emailed instructions to create an account in our billing and communication system, Brightwheel
3. Complete the final registration forms in Brightwheel
4. Camp information will be available in Brightwheel two weeks prior to the start of each camp

Completion of Enrollment

1. Enrollment is complete when:
 - a. We receive your online enrollment & payment
 - b. You've an created account in [Brightwheel](#) and completed the registration forms
2. Invoice paid at least seven days before start of camp

Enrollment & Camp Costs

Costs

All camps run from 9:00am to 2:00 pm Monday through Thursday, excluding our 3-day Art in the Outdoors Camp.

Class Duration	Cost
4-day a Week Camp	\$230
Art in the Outdoors Camp	\$180

Enrollment Deposit

The \$50 non-refundable deposit per camp holds your child's spot and will be included as a credit on your camp invoice. Summer camp deposits and tuition are non-refundable.

Registration Form and Liability Waiver

Once you pay the deposit on our website and receive a confirmation email, your child will be added to our rosters. Leading up to camps, you will receive an invite through Brightwheel to complete all registration documents. All forms on Brightwheel must be completed and signed in Brightwheel as soon as possible for your child to be on the final roster.

The Registration Forms, Liability Form, and Media Consent Form are all required even if your child has been enrolled with us during the school year. Your forms will be kept on file in your Brightwheel account for the duration of the summer, and therefore, you only need to submit once to attend multiple camps.

Invoice

All tuition invoices are sent through Brightwheel. All parent contacts and additional payers added (Family or Approved Pickups) can set up their payment methods directly in their Brightwheel account on the web or on the app. You will receive an invoice two weeks prior to the start of each camp. Your invoice can be paid with credit/debit card or automatic bank transfer. You may also pay by check, which must be received at least seven days prior to the start of camp. Make checks payable to EverWild Forest School and send to: 5373 N Papago Pl, Boise, ID 83713.

Your invoice must be paid at least 10 days before the first day of camp or your child will not be on the final roster.

Transaction Fees

As with most online payment providers, there is a small fee involved to ensure the high level of security needed to process funds. ACH (bank account payments) has a small flat rate fee per transaction of \$0.40 and credit and debit cards have a small 2.4% fee per transaction. Processing fees will be listed as a line item on your bill. You can see your processing fees in your app when selecting a payment method.

Autopay

In the "Autopay Setting" section under your saved payment methods, you can select to enroll one payment method in autopay by selecting it from the drop down menu and clicking "Enroll."

By enrolling a payment method in autopay, the total balance will automatically be deducted from your default payment method on your statement's due date. Many parents love the convenience of not having to go into their account to pay their bill by the due date. You can always go into your account and manually submit a payment before the due date.

Important: If your statement has already been sent before you enroll in autopay, you will need to manually make that payment but going forward the rest will automatically deduct on the due date.

Accommodations

EverWild Forest School aims to offer inclusive programs that meet the emotional, developmental, and physical needs of all our students. Should children require specific

accommodations, we will work with your family to the best of our ability to determine if we have the resources to provide the level of care that ensures a high-quality experience for your child.

Missed Camp

We cannot give refunds or credits for sick days or those that are voluntarily missed (e.g., vacation, missed class). If you feel you have a unique situation, please email Taylor@everwildforestschool.org.

Camp tuition and the registration deposit are non-refundable unless canceled by EverWild Forest School per the conditions above.

Late to Class and Absences

If you anticipate arriving more than 10 minutes late or your child will be absent from camp, please send a message through Brightwheel to notify your teachers.

While we know traffic and other unforeseen obstacles may impact pick up arrival times, we appreciate our parents/caregivers honoring the scheduled end time of camp.

Cancellations and Withdrawals

Class Cancellations

In the event of severe weather, extreme heat, or other unforeseen issues, camp cancellation or early pickup may be required. In the case of a full-day cancellation, a check in the amount equal to 50% of the cost of the canceled day will be mailed to the address on file. The remaining 50% will go to our teachers and other fixed costs (insurance premiums, etc.). Cancellation announcements will be made through Brightwheel.

Please see our [Health & Sanitation Policy](#) for weather-related class cancellation thresholds.

Withdrawal

The \$50 deposit per camp holds your child's spot and will be included as a credit in your camp invoice. Summer camp deposits and tuition are nonrefundable as they go towards teacher preparation time, administration, and materials costs. You are welcome to withdraw at any time before or during camp; however, we do not offer deposit refunds, credits, or discounts of your deposit. If you would like to swap your camp week to another week, please email your Summer Camp Director, Taylor Payne, at taylor@everwildforestschool.org, though there is no guarantee of availability.

Rules and Expectations

As with any program, EverWild Forest School implements rules of respect and safety. In terms of behavior, we do not tolerate bullying, shaming, name-calling, or any unwelcome physical touch.

Camp Rules

1. Keep myself safe
 - Follow teacher's directions
 - Stay with the group
 - Tell your teacher if you don't feel safe or respected
2. Respect the safety and feelings of others
 - Use kind words
 - Respect body boundaries
 - Use kind actions

Rules related to safety are described in more detail in our [Risk Management section](#).

We understand children are still developing self-regulation skills and we will do our best to support them during this time; however, if a child's behavior continually compromises their safety and/or wellbeing and those of others, EverWild Forest School reserves the right to disenroll the child from camp. Disenrollment due to unsafe behavior will be a last resort, and we will do our best to work with the child's caregivers to develop solutions.

We also set strict expectations for our teachers and hold ourselves accountable to the same respect and safety rules. Teachers are expected to use growth mindset language (e.g., say "you worked really hard on that!" instead of, "good job!") and to prioritize consent (e.g., may I help you over the log by lifting you up?). In addition, teachers are expected to model the same respectful behavior as they require from their students. Our teachers do not force children to share, instead, they facilitate the taking of turns; and they do not force apologies (see more below).

Positive Discipline and Natural Consequences

Even in the best of circumstances, sometimes behavior will require intervention. If the child is exhibiting behaviors that are dangerous or hurtful to others, the child is pulled aside to a safe place to work through their behavior with a teacher. Our experienced teachers start by validating any emotions the child may be experiencing. This "name it to tame it" action helps the child better understand their own emotions, while simultaneously showing that the adult understands as well. For example, "you're angry that Jane took the stick from you." By stopping here (even if the subsequent behavior –

hitting Jane because she took the stick – was wrong), the child is able to calm their emotions down and be more open to working toward a solution. Once the child is ready, the teacher will address the unsafe behavior by brainstorming with the child as to why it violated our rules of respect. Together, the teacher and child develop a solution to “fix it.” The child may want to apologize with sincerity, talk it through, or offer a gentle hug. We do not force our students to say sorry, as we want to ensure all apologies or repair attempts are sincere.

If behavior is not associated with another person (e.g., running away), natural consequences of this unsafe action include being required to stay by the teacher for the remainder of class. Hitting other children with sticks or rocks may result in the natural consequence of losing the privilege to pick up sticks or rocks for a limited time (e.g., “it looks like you’re having a hard time controlling where you’re waving the stick. Let’s take a break from that until you’re ready to try again in a safe way.”).

If unsafe or hurtful behavior, like bullying, persists despite multiple attempts to resolve the issue, teachers will notify parents via Brightwheel and work with them to develop solutions. Continued behavior that violates our safety or bullying rules may result in a phone conversation or in person meeting between parents and the Director to discuss options. If the child’s behavior continues, it may be decided that forest school may not be the best fit for the child at this time.

Locations

Veterans Memorial Park

930 Veterans Memorial Pkwy Boise, Idaho

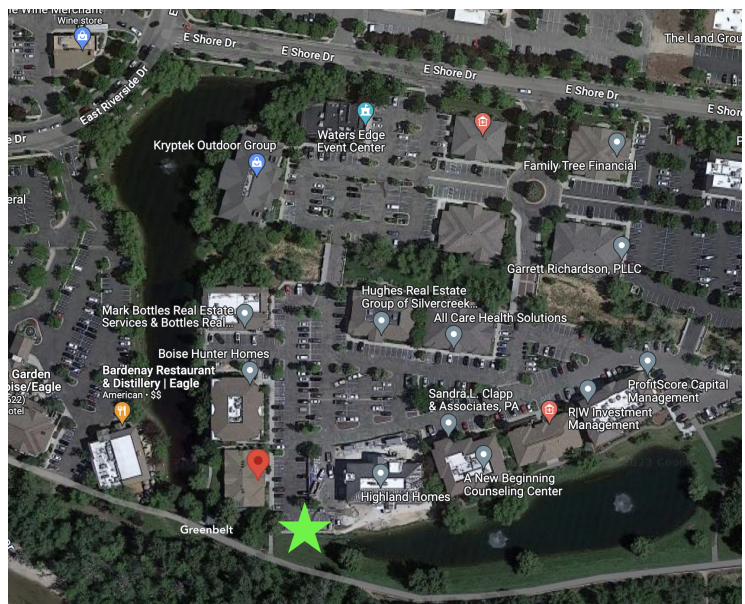
Camps at this park meet at the south parking lot off Stilson Rd.



Eagle Greenbelt

1001 S Bridgeway Pl, Eagle, ID 83616

Parking is located in the business parking lot off E Shore Dr. to the east of Eagle Bardenay.



What to Bring

Gear

The following is a list of recommended gear to set every camper up for success! Please check the weather prior to sending your child to camp to ensure you have the correct gear.

- » Durable backpack
- » Two filled reusable water bottles (at least 32oz)
- » Packed lunch
- » 2 healthy snacks (please limit packaging/wrappers to avoid trash accidentally being left in the forest)
- » Sunscreen– If you would like sunscreen reapplied on your child throughout the day, please pack sunscreen in their backpack.
- » Towel
- » Water shoes
- » Sun hat
- » Light sweater/jacket

If shopping at Oaki.com, use code EVERWILDFOREST at checkout for 25% off!

Snacks and Lunch

Please pack hearty snacks and lunch for your child. If your child has a severe allergy, please make note in your registration form, and your child's group will be instructed to avoid bringing specific items.

Labeling Items

Please send ALL items labeled with your child's name. Without a physical building, we are unable to designate a lost and found area, and we want all of your child's belongings to return safely each day. [Shop custom, waterproof labels here.](#)

Each purchase made through our unique link will automatically generate a 20% commission that will go towards Everwild Forest School's scholarship fund.

Health & Sanitation Policy

Illness

To reduce incidents of illness, please keep your child at home if a fever is present (100.4°F or higher), has a persistent cough, has vomited or had diarrhea within the last 24-hours or if the child has open sores associated with Hand, Foot, and Mouth Disease. Children must be fever free for 24-hours before returning to school. We trust your judgment on keeping your child home should they be exhibiting COVID-like symptoms, including headache, lethargy, and body aches.

Water

Please have your child bring two filled reusable water bottles in their backpack each day.

Sunscreen

If sunscreen is sent with your child, we will reapply halfway through the day.

Handwashing

We will assist each child in using an alcohol-based hand sanitizer after using the toilet and before eating. Please send your child with your own sanitizer should you prefer something different than what we provide.

Toilets

All participants must be able to independently use the toilet during summer camps. Staff may assist younger children if needed. We also offer children the chance to urinate outside near a designated tree/bush at least 100 ft from water and in an adequately private area.

We do not have plumbed toilets or sinks while in the forest. Our restroom is a portable "Luggable Loo" bucket toilet lined with a plastic trash bag containing sawdust. The potty is housed in a portable privacy pop-tent. Once a child is done using the potty, a teacher will remove the bag, tie it off, and place it in a thick industrial trash bag. The child will be assisted by a teacher to ensure thorough hand washing.

Comfort

We will be outside in all weather, so please ensure your child is prepared. If it is cold, please dress your child in layers with at least a long-sleeve shirt, pants, sweater, jacket, gloves, hat, thick socks, boots. Please let us know if you need assistance with acquiring appropriate gear for your child.

Teachers will be mindful of temperature, precipitation, and wind chill, as well as of the physical and emotional state of the children. A nylon pop-up tent and/or tarpaulin will be used in the event of hail or heavy downpours. On extra cold days, we will provide warm water for the children to drink, and hand/feet warm packs. In extreme weather cases, class may be canceled.

Risk Management

Our outdoor sites are evaluated often for possible hazards including but not limited to: heavy, dead, overhanging branches; damaged trees; high or dangerous water; and, evidence of human disturbance (trash, vandalism, etc.). Elements of the site that are deemed hazardous will be mitigated through removal, avoidance, or cancellation of class if needed.

Safety Gear

EverWild Forest School requires all campers to wear a camp-provided reflective belt. This helps teachers quickly and easily identify EverWild campers. Each vest has the contact information for the Director.

Climbing

Children are permitted to climb as high as they are tall and must be able to reach that height by themselves (teachers will not lift them up to a place that they cannot reach themselves).

Throwing

Children are permitted to throw sticks, acorns, and other natural objects AWAY from the group, and away from trails or other places people might be walking. Teachers will help define throwing zones when needed.

Exploring

Site boundaries are clearly communicated to the students before and during each class. This means that children are always directly in sight of a teacher. Teachers are responsible for ensuring that children do not accidentally stray from the group. Students who deliberately run from or leave the group after a maximum of two "warnings" will be asked to withdraw for safety reasons (a "warning" consists of sitting down with the student and working to understand the root of the flight behavior). Teachers will work with the student to develop ways to mitigate the flight behavior, including incorporating caregivers into the discussion.

Stinging Insects and Toxic Plants

If a child is stung by an insect, an injury report will be filed, and Children's Benadryl or other approved antihistamine will be administered should a reaction occur. If a child is stung on the neck, face, or head, they will be sent home as soon as possible due to the higher risk of reaction in that area.

Poison ivy is an abundant native plant in Idaho and is fairly prolific along all stretches of the Greenbelt. Teachers are trained in identifying this toxic plant and carry soap specially-formulated to wash away urushiol, the ivy's irritating oil.

Wild Edibles

Teachers will explore some basic, easily identifiable wild edibles with children (huckleberries, blackberries, and western salsify, for example). As part of this exploration, children are taught to never eat anything from nature without permission from an adult.

Sticks

Playing with sticks is part of childhood. We know that children will collect, carry, swing, dig, throw, and sword fight with sticks. Children are taught how to handle sticks safely. Fantasy play, including sword fighting, is generally acceptable if the play does not involve physical contact and the level of imaginary violence is not distressing to children who are not involved in the game. Teachers will redirect play that crosses physical or emotional safety boundaries.

Water

Many of our explorations take us to the banks of the Boise River. Teachers are responsible for identifying areas of water play that are safe for wading. Children are only allowed to wade in shallow streams and pools and may not enter water higher than their center of gravity. Swimming is prohibited. Children are always closely supervised, especially when playing in and around the water.

Camper's Wellbeing

EverWild Forest School reserves the right to cancel camp at the discretion of the teachers should they determine that the wellbeing of their campers is compromised for any reason.

Inclement Weather

EverWild Forest School uses the National Oceanic and Atmospheric Administration (NOAA) Weather tracking software, [Clime](#), to track all weather.

The forecasted weather conditions are monitored at least two hours prior to the start of class. Class will be canceled should the weather prove hazardous. Cancellation announcements will be made in the Brightwheel app as well as via email.

Temperature, Hazardous Weather, and Air Quality

Extreme Heat

At a minimum, early pickup will be required 90-minutes after the temperature reaches 99 degrees Fahrenheit. For example, if the temperature reaches 99 degrees at noon, pickup will be moved to 1:30pm. If the temperature reaches 99 degrees at 12:30pm, early pickup is not required since the end of the camp day occurs within 90-minutes of the recorded temperature.

Please note that pickups may be required earlier based on teacher evaluations of each student's wellbeing. Notifications for early pickup will be done through Brightwheel.

Lightning

If lightning is detected within 10 miles of the forest school site, or when thunder is heard or cloud-to-ground lightning is seen, play will be suspended and pickup will be required immediately.

Caregivers will be notified via Brightwheel and phone call to pick up their children from the following safety locations:

- Eagle: Reid Merrill Park's restroom facility or Hilton Garden Inn, whichever is closest.
- Boise: Veterans Memorial Park's restroom facility near the large playground

Please note, the safest place to shelter during a lightning storm is in a building that contains electrical outlets and is therefore grounded, such as a restroom facility. Covered pavilions are not considered safe as shelter areas during lightning storms, which is why we do not shelter there.

Air Quality

Exposure to PM2.5 and ozone are hazardous to children's health. Due to our extended time outdoors, we've created the following Air Quality policy to keep our students and teachers safe in the wake of increasing smoke pollution during the latter parts of the summer season.

Although an Air Quality Index (AQI) of 130 is considered relatively safe for adults, the length of exposure in children must be considered. For this reason, we use the data point of AQI 130 to ensure the health and safety of both our campers and our teachers. EverWild Forest School utilizes AQI monitoring data to inform camp cancellations and early pickups within the following parameters:

Acute AQI Exposure Policy:

- » Early pick up will be required 60-minutes after the AQI reaches 130.
- » Camp will be canceled if the AQI is predicted to reach 130 within the first two hours of camp.

Accumulative AQI Exposure Policy:

If camp was held during a day with AQI 115+ for 90-minutes or more:

- » The following day of camp will be canceled if the AQI is predicted to be 115+ within the first two hours of class.
- » The following day of camp will require early pickup within 90-minutes after the AQI reaches 115.

Example: The AQI on Day #1 was 115 and camp went on as scheduled. The AQI for Day #2 is predicted to be 115 and will therefore be canceled to reduce accumulative exposure. The AQI on Day #3 is predicted to still be at 115, but since the previous day was canceled and exposure reduced, Day #3 will continue as scheduled provided it meets the conditions of the Acute AQI Exposure policy.

Dangerous Wind

Classes will be canceled when wind speeds are sustained at 22mph+ for an hour or more during class time. If we are under a wind advisory with gusts predicted to be at 40mph or higher, classes will likely be canceled depending on the location. At any point during a wind advisory, classes will be conducted in open spaces.

Emergency Action Plan

Injuries

Minor injuries may be treated with a first aid kit. An Incident Report Form will be completed in Brightwheel for all injuries that break the skin deeper than ¼" or longer than 3" or involve the head or genitalia. Caregivers will be contacted whenever an Incident Report Form is needed; however, these serve as notification only and a Brightwheel notification is appropriate depending on the caregiver's preference.

In urgent non-emergencies, the phone numbers listed in the Child Care Plan will be used to notify of any issues.

In the event of a more severe injury such as possible concussion, fracture, burn, laceration (1/2" deep or more), etc. one teacher shall attend to the student and apply first aid while the other contacts the caregiver or the emergency contact. If caregivers and emergency contacts cannot be reached, ambulatory services may be requested to provide emergency care to the student depending on the severity of the injury. In life-threatening emergencies, 911 will be called before any other contacts.

Emergencies

In the event of an emergency, such as severe head trauma, anaphylaxis, major fractures, excessive bleeding, or external threat, the following procedures will be followed.

1. Safety of the group will be secured by one of the teachers while the other calls 911 and administers first aid as instructed by emergency dispatch.
2. When immediately possible, the caregivers will be notified of the incident.
3. EverWild Forest School's Summer Camp Director and Executive Director will be contacted and summoned to the site should support be needed.