

1.4 **TELEPHONE CONTACT SHEET:** (Complete this sheet but do not send it.)

Approximately two weeks prior to your departure, the CIMI Fox Landing Office will contact the attending group leader to discuss details of your trip. Below is the list of information we will cover at that time. Please keep this in a convenient location so that you can give or note any pertinent information.

Group: _____ **Dates:** _____ M - T - W - Th - F - Sa - Su

Leader: _____ **Grade:** _____ **Ages:** _____

School Phone: _____ **Attended CIMI?** _____

Cell Phone: _____ **Email:** _____

- | | | | | |
|------------------------------------------------------|-------------------------------------------------------|---------------------------------------------------|----------------------------------------------------|---------------------------------------------------------|
| <input type="checkbox"/> Contracted number of spaces | <input type="checkbox"/> Number of students attending | <input type="checkbox"/> Number of boys attending | <input type="checkbox"/> Number of girls attending | <input type="checkbox"/> Number of chaperones attending |
|------------------------------------------------------|-------------------------------------------------------|---------------------------------------------------|----------------------------------------------------|---------------------------------------------------------|

GROUP ASSIGNMENTS: (Should be assigned and told to students prior to arrival.)

Assigned # of Study Groups: _____ (Limit of 16 students to a group and divide groups evenly.)

Cabin/Villa Assignments (6 bunks = 12 beds total per cabin/villa): _____

BOAT TRANSPORTATION:

The **Catalina Classic Cruises** boat terminal is located at **The Queen Mary** (1046 Queens Hwy, Long Beach, CA 90802). See section 1.12 in syllabus for directions.

ARRIVAL DAY TO FOX	DEPARTURE DAY FROM FOX
<ul style="list-style-type: none"> • 8:30 - Check-in @ Queen Mary Catalina Terminal • 9:00 - Board @ Queen Mary Catalina Terminal • 9:30 - Departure • 12:00 - 12:30 - Arrive Fox Landing 	<ul style="list-style-type: none"> • 12:30 - 1:30 - Depart Fox Landing • 2:30 - 3:30 - Arrive Long Beach <p>**Boat duration is approximately 2 hours** (Times subject to change to weather or CIMI/ Boat discretion)</p>

***Have students bring LUNCH on the arrival boat, unless pre-ordering a Lunch on Arrival (LOA) (\$2.75/person*)*

Luggage Color: _____ Circle one: Bringing Lunch / Lunch on Arrival (LOA)

IMPORTANT ITEMS TO BRING:

- | | | |
|------------------------------------------------------------|---------------------------------------------------------------|-----------------------------------------------------------------|
| <input type="checkbox"/> Daypack, Water Bottle, Flashlight | <input type="checkbox"/> Prescription medications if needed!! | <input type="checkbox"/> Closed toe shoes |
| <input type="checkbox"/> Warm clothing & rain gear | <input type="checkbox"/> Plastic bag for wet items | <input type="checkbox"/> Warm sleeping bag and pillow (no heat) |
| <input type="checkbox"/> Sunscreen, sunglasses, hat | <input type="checkbox"/> 2 copies of the boat manifest | |

Store Money:

Hooded Sweatshirts: \$40 T- Shirts: \$15 Baseball Hats: \$12 Sunglasses: \$10
 CIMI Tote Bag: \$12 CIMI water bottles: \$15 Beanies: \$12 Metal straws: \$5 Post Cards: \$1

IMPORTANT DETAILS TO KNOW / REMEMBER:

- Please leave valuables at home (iPods, cell phones, jewelry, etc.)
- Have you mailed the 'Statement of Understanding' and Program Planner?
- Bring ALL Student Health Forms (If you need copies, please make them at school ahead of time)
- There is ALMOST NO CELL phone service at Fox.

PROGRAMS: Confirm program selections on Program Planner you returned.

Day Programs:		Night Programs:	
<input type="checkbox"/> Orientation snorkel	<input type="checkbox"/> Oceanography/Plankton	<input type="checkbox"/> Night Snorkel	<input type="checkbox"/> Astronomy
<input type="checkbox"/> Basic snorkel	<input type="checkbox"/> Fish/Shark/Invert/Algae	<input type="checkbox"/> Marine Mammals	<input type="checkbox"/> Environmental Awareness
<input type="checkbox"/> Kayak	<input type="checkbox"/> Day Trip (5 Day)	<input type="checkbox"/> Deep Sea	<input type="checkbox"/> Campfire (School Led)
<input type="checkbox"/> Hike	<input type="checkbox"/> High/Low Ropes	<input type="checkbox"/> Squid Dissection	<input type="checkbox"/> Night Rock Wall
<input type="checkbox"/> Rock Wall/Mini Hike		<input type="checkbox"/> Discovering Sharks	

MEAL INFORMATION:

Due to the logistics of ordering food on the island, it is difficult for the chef to accommodate last-minute dietary needs (i.e., life-threatening allergies such as airborne peanut, seafood, etc...) upon the school's arrival. Please assist us by obtaining the information below. The Student Health Forms should be consulted for food allergies. Please collect these at an early date so that you will have the appropriate information. The Assistant Program Director will call one week prior your departure for this information. We can offer no assurance after this time. *If a student's condition is relatively complex, please have a parent call/email us.*

_____ Number of vegetarians
_____ Number of vegans
_____ Number of gluten-free
_____ Number of non-dairy, lactose intolerant students
_____ Dietary allergies (peanuts, eggs, etc.): _____

Birthdays while at camp: _____

- Sack lunches provided on the day of departure.

- **NOTE:**

Please discourage extra snack foods as they usually go to waste or get eaten by the native fauna of our island. Saltines and anti-sea sickness foods are a wise choice for the boat trip over and back.

MEDICAL INFORMATION:

Please double-check to ensure students have all necessary prescriptions with them!

If this is your first visit and you have any concerns about a student's condition, please call the CIMI Program Office for assistance.

- Student Health Forms
- Parents signed the bottom
- Asthmatics - **All students with asthma must bring inhalers**
- Fatal Allergies (bee stings, peanuts, poison oak, etc.): _____
- Inhalers: _____
- EpiPens: _____
- Diabetic (may bring snacks): _____
- Wheelchairs: _____
- Broken Bones: _____
- Other: _____

FINAL REVIEW:

- ❖ Chaperones need to be active participants in all activities including snorkeling, kayaking and hiking.
- ❖ Remember to divide the groups and do cabin assignments before arriving at Fox Landing.
- ❖ Students should know group and cabin assignments prior to arrival. A list of these details should be given to your group's personal Program Coordinator (PC).
- ❖ Chaperones are responsible for students during free time
- ❖ Chaperones have access to a phone in first aid for contacting schools or in case of emergency.

REMEMBER! ASTHMATIC STUDENTS WITH AN INHALER PRESCRIPTION WILL NOT BE ALLOWED TO PARTICIPATE WITHOUT AN INHALER. YOU WILL BE RESPONSIBLE FOR COORDINATING WITH PARENTS, DOCTORS, AND PHARMACISTS TO GET INHALERS/ EPIPENS TO THE ISLAND. DO NOT FORGET TO DOUBLE CHECK - THIS CAN BE A LIFE & DEATH ISSUE!