

TELEPHONE CONTACT SHEET

Approximately two weeks prior to your departure, the Assistant Program Director will contact the attending lead chaperone 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 you can give or note any pertinent information.

Group: _____ **Trip Dates:** _____
City, State: _____ **No. of years your school has attended CIMI:** _____
Grade: _____ **No. of years you personally have attended CIMI:** _____
Lead Chaperone: _____ **Telephone #:** _____

↳ Is this you? Y N

NUMBERS

Number of spaces written on contract: _____ Non-refundable deposit paid: _____

Female students: _____ + # Male students: _____ + # Non-binary students: _____ = # Total students: _____

Female chaps: _____ + # Male chaps: _____ + # Non-binary chaps: _____ = # Total chaperones: _____

Dorm Assignments: _____

ACTIVITY GROUP ASSIGNMENTS (should be assigned and told to students prior to arrival)

of Activity Groups: _____ (no more than 16 students per group; please divide students evenly into each group)

BOAT TRANSPORTATION

The Catalina Classic Cruises boat terminal is located at 1046 Queens Hwy, Long Beach, CA 90802. Arrive at the terminal at least one hour prior to departure time.

Departure time from Long Beach: _____

Departure time from Toyon Bay: _____

Arrival time at Toyon Bay: _____

Arrival time in Long Beach: _____

Assigned luggage color: _____

CIMI STORE

Pre-order? Y N Paid in advance? Check #: _____ Amount: \$_____ (or bring check to camp)

T-shirts - \$15 / Hooded sweatshirts - \$40

IMPORTANT ITEMS TO BRING

___ Sack lunches (or order an LOA = \$2.75/person)

___ Backpack/drawstring bag

___ Plastic bag for wet items to travel home

___ Water bottles, flashlights

___ Warm clothing & rain gear

___ Sunscreen, sunglasses, hat

___ Warm sleeping bag & pillow (no heat)

___ Prescription medications!

IMPORTANT DETAILS TO KNOW/REMEMBER

___ Leave all valuables at home (electronics, jewelry, etc.)

___ Have you completed the Online Program Planner?

___ Bring hard copies of the Student Health Forms with you - We will need to keep these. If you need your own copies, please bring duplicates with you)

___ There is no cell phone service, but we have (slow) wireless internet available to chaperones. A phone is available in the First Aid Room for any necessary communications with parents and school administrators.

ACTIVITIES

Please confirm the selections that you made in the Online Program Planner:

Daytime Activities

___ Orientation Snorkel

___ Hike

___ Basic Snorkel

___ Climbing Wall

___ Marine Eco Snorkel

___ Initiatives

___ FSA

___ Kayak (5-day only)

___ PI (O, M, or H)

Evening Activities

___ Night Snorkel (\$5/person)

___ Astronomy

___ Marine Mammals

___ Squid Dissection

___ Creatures of the Night

___ Climbing Wall

___ Campfire (led by your school)

___ Santa Clara

MEAL INFORMATION

Due to the logistics of ordering food on the island, it is difficult for the chef to accommodate last-minute dietary needs or birthday "surprises" upon a 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. **If any information arises after you talk with the Assistant Program Director, please contact the Program Office. We can offer no assurance unless we have at least one week's advance notification. If a particular student's needs are relatively complex, have a parent call us.**

- | | | |
|---|--|--|
| <input type="checkbox"/> Vegetarian | <input type="checkbox"/> Gluten-free (GF) | <input type="checkbox"/> Dairy-free (DF) |
| <input type="checkbox"/> Vegan | <input type="checkbox"/> GF & Vegetarian | <input type="checkbox"/> DF & Vegetarian |
| <input type="checkbox"/> No pork | <input type="checkbox"/> GF & Vegan | <input type="checkbox"/> DF & GF |
| <input type="checkbox"/> No red meat | | |
| <input type="checkbox"/> Peanut allergy | <input type="checkbox"/> Shellfish allergy | |
| <input type="checkbox"/> Tree nut allergy | <input type="checkbox"/> Citrus allergy | |
| <input type="checkbox"/> Other allergies: | _____ | |

_____ Birthdays - dates: _____

Note:

Schools have always been satisfied with the quality and quantity of food from our kitchen. 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, however, 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! We are located 30 minutes via hilly dirt roads from the nearest and only pharmacy.

If this is your first visit and you have any medical concerns about any of your students, please call the CIMI Program Office for assistance.

Student Health Forms - Please check the following:

- | | |
|--|---|
| <input type="checkbox"/> Parent signature | <input type="checkbox"/> All students with 'asthma' marked on their form must bring their inhalers |
| | <input type="checkbox"/> All students with prescribed EpiPens must bring them to camp |
| <input type="checkbox"/> Asthmatics | |
| <input type="checkbox"/> EpiPens - associated allergies: | _____ |
| <input type="checkbox"/> Diabetics (may bring snacks; mini-fridge in First Aid Room for insulin) | |
| <input type="checkbox"/> Wheelchairs | |
| <input type="checkbox"/> Broken bones, crutches, etc. | |

Other: _____

FINAL REVIEW

- Chaperones must be active participants in **all activities**, including snorkeling, kayaking, and hiking.
- Chaperones are responsible for students during meals and free time.
- Campfire activity is led by the group/school - we will light the fire and provide marshmallows.
- Remember to assign students to their dorms and activity groups prior to your arrival in camp. Students should know this information prior to arrival at camp to facilitate moving into their dorms and an easy start to afternoon activities.
- Students are discouraged from calling home (except for medical situations and family emergencies)
- Many students will get seasick on the boat crossing. Suggest fresh air, ginger ale and saltines, and that they sit still.