



**NW Outdoor Science School**

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**Northwest Regional  
Education Service District**

Dear Caregivers:

We are thrilled to invite your student to participate in a four-day, three-night Outdoor Science School program. Northwest Outdoor Science School has been serving Oregon schools since 1969. Your student's class and staff members from their school will attend one of five Outdoor School sites across Northwest Oregon and will be supervised by our highly qualified staff from Northwest Regional Education Service District (NWRES D).

The Outdoor School experience is an educational program where students attend school 24-hours a day in a beautiful outdoor setting. Outdoor School is an extension of the classroom, offering a hands-on, engaging approach to learning. Best of all, it supplies an enjoyable learning experience in which students show a genuine enthusiasm for their studies.

The Outdoor School program has taken precautions to ensure your student's comfort, health, and safety while at an Outdoor School site. Students will be transported to Outdoor School in a regular school district bus with a fully qualified driver. Students are housed in winterized, heated cabins, and adequate rain shelters and dry rooms are available for wet-weather days.

A licensed nurse will manage health concerns and oversee medications and treatments necessary to students on site. Should an emergency arise, students will either be transported by ambulance to the nearest hospital, or a legal guardian will need to transport them off-site. Additionally, we follow OHA "Too Sick for School" guidelines. If your student has any symptoms listed, we will contact you to pick them up as soon as possible.

**PRIOR TO OUTDOOR SCHOOL:** Your school will provide important dates and other information regarding your student's Outdoor School experience. The teacher(s) have been given firm dates to have all paperwork turned in, and we appreciate your effort to get all forms returned in a timely manner.

**HOMESICKNESS:** Students sometimes experience homesickness while attending Outdoor School. We have found that a positive talk at home prior to attending helps to alleviate many student's concerns. When preparing for your student's Outdoor School experience, please use encouraging, uplifting language during your talk. For students and/or families that are experience anxiety about Outdoor School please reach out to our School & Family Engagement Liaison, our office staff, or a trusted adult at their school. In the event that your student becomes homesick at Outdoor School, our staff is experienced in assisting students in overcoming their homesickness. **Please feel free to send letters in your students luggage.**

**PERMISSION/ HEALTH HISTORY FORM:** We require a **completed** Permission and Health History Form for every student. Information you share will only be shared with staff members who need to know of any needs your student has. If you have a student with a chronic medical condition such as diabetes or epilepsy, if your student has life-threatening allergies, or if you have any additional information that will help our staff support your student please make sure to note this on your health form in as much detail as possible. If your student's medical condition or medications change after completing the health history form, please send a signed note to the Outdoor School office with what the changes are.

The completed Permission Form/Health History should be returned to the teacher at least three weeks before your student is scheduled to go to Outdoor School. Your student's teacher, the NOSS site supervisor and Nurse will have access to this information. It will be archived and destroyed by NOSS.

**REQUIRED SIGNATURE:** By signing the top of the Permission and Student Health History Form you are consenting that your student will be attending. By consenting to have your student attend Outdoor School you understand that if your student requires medical attention in addition to the specifically requested administration of medication, the licensed nurse will provide care in accordance with a physician's standing orders. If the care needed is beyond the scope of those standing orders, the Outdoor School staff on site will attempt to contact you first. If you are unavailable, your student's physician will be called. Should you or the student's physician be unavailable, you are authorizing any physician of the Northwest Regional ESD's choosing to attend to your student. You are authorizing such physician to perform any emergency medical treatment that is deemed necessary and agree to hold harmless the Northwest Regional ESD and their offices and employees for accidents and injuries that take place on site. You also give permission for Outdoor School to arrange emergency transportation if medical care is needed, and understand that any charges associated with medical care will be billed directly to you or medical insurance carrier. **If your student is not planning on attending, you only need to fill the top of the form and return it to your student's teacher.**

**PERMISSION TO PHOTOGRAPH:** Northwest Outdoor Science School sometimes uses student's photographs for publicity and public relation purposes. Photos, recordings and audio interviews could be used in a variety of ways, including NWRES D's websites, promotional and educational flyers and fact sheets, news releases, promotional and educational videos, social media channels and other promotional and educational projects. If you do not want your student's images used for the above purposes please check the box at the top of the Permission and Student Health History Form.

**Please make sure to read ALL of the directions below on medications your student will need administered - failure to follow these instructions may result in our Registered Nurses being unable to administer the medication/dietary supplements you send.**

**MEDICATION:** All medications must be turned into the classroom teacher before leaving for Outdoor School. All medications must be in the original container and placed in a Ziploc bag with the student's name on the outside. Do not mix medications; each type of medication should be packaged separately. Your pharmacist will provide small, labeled containers if requested. Prescription medication must have the pharmacist's label as it contains the physician's order to dispense the medication. Non-prescription over-the-counter medications must be accompanied by **written instructions from the parent**. Only send the amount of medication needed for the time your student is at Outdoor School. The Outdoor School Medical Staff will dispense all medications that are prescribed by a doctor without any interference. **DO NOT** pack any medications in your student's luggage. All medications and containers will be returned to the classroom teacher at the end of the week. If your student uses an inhaler or EPI pen please include that with your medications.

**VITAMINS/SUPPLEMENTS:** All vitamins/ supplements require a note from the student's health care provider in order to give. (See OAR 581-021-0037 <http://goo.gl/ovHkBg>). The note needs to include the name of the student, name of the vitamin/supplement, dose, time, purpose, signature from health care provider and date. (Examples of vitamins/supplements: melatonin, lactaid, probiotics, daily vitamins, herbs, homeopathic supplements, enzymes). Please include the health care provider note with the Permission and Student Health History Form, if sending separately include the name of the school and the site your student is attending. Outdoor School Medical Staff will not dispense any vitamins/supplements that do not meet the above requirement.

**OVER-THE-COUNTER MEDICATIONS:** The Outdoor School consulting physician has issued orders permitting the dispensing of common over-the-counter medications. These medications will be dispensed, as needed, to the student in accordance with the physician's standing orders. Brand names have been listed but their generic equivalent (the same medication of a different brand) may be substituted. Some of the medications that are supplied on site are found on the Permission and Student Health History Form.

**RELIGIOUS OR PERSONAL OBJECTION:** If you have a religious/ personal objection to medical treatment please check the appropriate boxes on the Permission and Student Health History Form. Additionally please include any medications your student cannot take for religious reasons on the Religious/ Cultural Observance form. You understand and consent that in the event of a life-threatening situation, your student or ward, regardless of religious or personal convictions, will be administered life-sustaining first aid and medical care.

**FOOD:** All meals and snacks are provided by Northwest Outdoor Science School while your student is with us. Our kitchen staff can accommodate nearly all dietary needs and allergies, including gluten-free, dairy-free, vegetarian & vegan diets, nut allergies, and most other dietary concerns. Please be sure that you note these needs on the Permission and Student Health History Form, and our office will contact you if we are unable to accommodate your student's needs.

**CONDUCT:** Just as at their home school, students at Outdoor School will be provided a learning climate supported by positive behavior expectations. When students are having difficulty meeting those expectations our staff will implement a positive behavior support plan. In cases with repeated or extreme behavior, students may need to return home, in which case a legal guardian/ preapproved adult will need to pick up your student as soon as possible. We ask teachers to talk with their classes before attending Outdoor School about the expectations for behavior. Information about our positive behavior support plan available on our website.

**INCLUSION POLICY FOR STUDENTS:** Northwest Outdoor Science School is committed to creating a learning environment conducive to the overall development and social-emotional health and well-being of students. Students in the BIPOC, LGBTQ+ communities and students with disabilities often experience discrimination, harassment, and implicit bias at school and in their lives. These experiences can send students the message that they do not belong. We make it clear: all students do belong and are welcome here. We honor pronouns, ensure access to spaces that affirm students' gender identities, and do not disclose a student's or staff persons gender identity without their consent. For more information please visit the FAQ sections of our website.

**CABINS & BATHROOMS:** Students stay in cabins with typically 8 to 12 other students, and 1 to 2 High School Student Leaders. Teachers make cabin groupings prior to arriving at Outdoor School. Bathrooms are equipped with single stall toilets and showers, there are private changing spaces available in every cabin.

**CLOTHING & BEDDING:** Please refer to the **CLOTHING & EQUIPMENT LIST FOR STUDENTS** prior to packing for Outdoor School. This list gives specific details on what to bring and what not to bring. The NWRES D is not responsible for loss, damage or theft of personal belongings, so please avoid sending expensive clothing, footwear and other items. If an item is missing upon your student's return from Outdoor School, please contact the Outdoor School Office at 503-614-1402 or [ODSOfficeAdmin@nwresd.k12.or.us](mailto:ODSOfficeAdmin@nwresd.k12.or.us) and we will try to locate the lost item.

**WEBSITE:** [www.nwresd.org/outdoorschool](http://www.nwresd.org/outdoorschool) Our website offers program information, photos and more. You will find a FAQ (Frequently Asked Questions), all forms sent home by your student's teacher and detailed videos on how to complete these forms.

Our experienced Outdoor School staff works diligently to provide your student with an outstanding program full of learning. If, however, you have concerns about your student's attendance, you are encouraged to talk with your student's teacher/school about your concerns. If, after doing so, you still have concerns, please contact our main office at (503) 614-1402 or [ODSOfficeAdmin@nwresd.k12.or.us](mailto:ODSOfficeAdmin@nwresd.k12.or.us). We believe that **every** student can be successful at Outdoor Science School!

Sincerely,

The Outdoor School Team

The *Permission and Student Health History Form* and the *Religious/ Cultural Observance Form* must be completed in English or Spanish. Please reach out to your teacher if you need assistance completing these forms.