



LEADERSHIP CENTRE PLANNING GUIDE

Your guide to an awesome leadership
and outdoor education experience



WELCOME TO THE LEADERSHIP CENTRE

At Camp Scugog's Leadership Centre, we're thrilled to help build the next generation of young leaders through outstanding leadership and outdoor education programs. We're pleased to offer a wide range of fully customizable activities and team building initiatives to meet the unique needs of your group.

Camp Scugog can accommodate groups of 15-90 people plus advisors/supervisors. Our location offers comfortable sleeping cabins, modern washroom facilities, a variety of breakout buildings and spaces, and a beautiful dining hall.

Camp Scugog is located just 75 minutes north-east of Toronto on the shores of Lake Scugog. With over 300 acres of diverse forest and wetlands, we offer guests an extraordinary opportunity to learn, grow, and discover.

This guide is designed to assist you in the preparation and planning of a successful experience. We look forward to working with you, and are pleased to answer any questions you may have.

In Leadership,

Dana Leahey

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Camp Scugog
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PROGRAMS

Single or multi-day programs are custom designed from our extensive range of activity options, and are created to serve all ages, sizes and types of groups. Below are some of our available programs.

Grade 9 Welcome Retreat

Grade 9 Welcome Retreats are a perfect start to High School — Students will be challenged to grow their leadership and communication skills as individuals, and as a larger group. Fun and interactive programming includes team building activities, Low Ropes, High Ropes and Large Group Games. These custom-designed programs prepare students for a successful start to high school, and focus on activities that explore self-awareness, the benefits of getting involved, and improve decision making abilities.

Year End Class Trip

Year End Class Trips combine fun, learning, and self-discovery with your end of year celebration. Bringing students to Camp Scugog's Leadership Centre provides them with the chance to enjoy their final moments together while challenging them to look within themselves to consider who they are, and who they want to become. We recommend selecting activities listed under Low Ropes, High Ropes, Outdoor Living, Large Group Games, and Crafts. These year-end class trips are available between May 1 and June 22.

Student-Run Leadership Retreat

This retreat provides the opportunity for your student-based camp committee to plan and carry out their own retreat. Through this process, the committee learns about planning, flexibility, hard work and positive leadership. Participants are challenged to discover their own leadership qualities, barriers, talents, and ultimately, find a place to shine. Please contact us for further details on the facilities and materials we can offer to support your planning committee.



PROGRAMS

Student Council Retreat

Student Council Retreats provide your group with the opportunity to leave with a sense of purpose, direction and exciting new event ideas for the upcoming school year. We offer a wide range of activities including team building initiatives, planning workshops, Low Ropes, High Ropes activities, and fun evening programs.

Environmental Education Field Trip

Environmental Education Field Trips provide your students with hands-on experiences to bring their classroom learning to life. This program covers elements in learning outdoor skills, environmental leadership, science, geography, physical education and so much more. Participants spend the majority of their time outdoors connecting with ecosystems, preparing shelters, building fires, testing their survival skills, and learning tree and plant identification. Let us know what you are currently studying in class, and we will plan an interactive program based on your curriculum goals. Session activities will vary by season.



STAFF

Our extraordinary and diverse team will take care of all aspects of your visit. You are sure to find our staff to be warm, welcoming, and provoke meaningful thought and discussions among your group. Staff are highly qualified and extensively trained; everyone on site holds their Standard First Aid and CPR certifications, and if the waterfront is being used, Waterfront NLS Certified Lifeguards will be supervising.

ACCREDITATIONS

Camp Scugog is an accredited member of the Ontario Camps Association, The Lifesaving Society, and Ontario Canoe and Kayak Association. We have committed ourselves to following best camping practices and standards to create an enriching, positive and safe experience for the children, youth and staff in our care.



ACTIVITIES

We are constantly updating, researching and honing our activities to ensure a positive experience. Each rotation is between 60 - 90 minutes, and is designed as an experiential learning activity followed by a debrief. Below you will find some of our tried-and-true favorites. If you don't find what you are looking for, we would be more than happy to adapt, add, or change an activity to meet your needs. Please call us to discuss tailoring activities – we are ready to work with you!

High Ropes

The high ropes courses provide fantastic opportunities for growth and achievement. Most of our elements are oriented for groups to work together as a team. Participants can traverse the obstacles suspended in the air with more than one teammate at a time, or help to belay their teammates and communicate with them from below. These courses challenge participants to develop trust within themselves and their teammates. Creating lasting impressions, many groups benefit from this unique program and look forward to it every year.

Low Ropes

The low ropes course consists of a series of ground based obstacles designed to challenge teams and individuals to work together. The elements are built to reduce inhibitions and barriers. Participants are given a real or imaginary scenario to solve group-based obstacles together using only the resources at hand. Exercises focus on building trust, improving participants' ability to communicate, stimulating creative problem solving, collaborating even with constraints, and developing and executing a plan with many moving parts.

Personal Development Workshops

These guided workshops help students get to know one another and become comfortable working together as a team. Most importantly, these workshops equip students with leadership skills and activities they can bring back to their school.

- Games Workshop: Back-pocket games you can do with any group
- Sweet 16: Determining the qualities of a leader
- Strength Sheets/Warm Fuzzies: Share the leadership qualities you see in your peers, as well as other positive and kind words on a memento you get to take home.
- Drumming Circle: Learn the basics of how to play a djembe drum, follow and lead percussion patterns, and create community amongst your team.
- Evening Campfire: Relax around the fire, bond with your peers, and learn new campfire songs!
- Airband/Skit Night: Develop skits, songs and dances to perform to your peers. Great opportunity for students to work as a team and for leaders to emerge.

ACTIVITIES

Large Group Games

Active competition based games that students complete in teams. Activities encourage communication, sportsmanship, teamwork, and cooperation.

- Running Pictionary: An active Pictionary relay race.
- Outdoor "Escape Room": As a team, challenge your brain and survival skills in this race against time.
- Survival: A tag-based game with tasks that earn you points!
- Night Adventure: A game of Commando, stargazing, and a lights-out walk before bed.
- Capture the Flag: Played in field or forest, work together to retrieve the other team's flag and save your peers in 'jail' without getting caught!
- Other available sports: ultimate frisbee, gaga ball, basketball, volleyball, soccer

Outdoor Recreation

With 300+ acres of land on the shores of Lake Scugog, the possibilities are endless.

- Knot-tying & Shelter-Building
- Fire-Building and Outdoor Cooking
- Archery
- Plant & Tree Identification
- Astronomy
- Day Hikes
- Scavenger Hunts
- Outdoor Movie (evening activity)
- Canoeing
- Kayaking
- Swimming
- Tree-transplanting
- Maple Syrup Program (March only)
- Winter activities available upon inquiry

Environmental Education

Activities and programs aligned with environment-based science curriculum goals. We deliver a day of fun and interactive learning!

- Ecosystems and Food Webs
- Animal Adaptations
- Plant Identification and Study
- Water Study
- Seasonal Changes
- Camping Skills
- Orienteering
- "Forest-bathing": A nature walk with a focus on mindfulness and meditation
- Winter activities available upon inquiry
- Custom activities upon request

Crafts

Custom activities available upon request.

- Bracelet-making
- T-shirt Tie-dying
- Nature-based crafts
- Wood Whittling

RATES

Rates are available upon request.

Please inquire about our rates for:

- Day Programs
 - 9 AM earliest - 3:30 PM latest
- Extended Day Programs
 - 9 AM earliest - 8 PM latest
- Overnight Programs
- Chaperone Rates

Please note that we have optional activities and fees for:

- Waterfront - Swimming
- Waterfront - Boating
- Late-night Supervision
 - 10pm - 12am
- Overnight Supervision
 - 10pm - 7am
- T-Shirts or sweaters for tie-dye program



DEPOSIT AND PAYMENT POLICIES

Booking

Once your group date(s) have been confirmed, you will be sent a contract. In order to hold these dates, you must read, sign, date, and return a copy with a security deposit. Failure to do so by the date indicated on your contract will result in cancellation of your booking, and your dates will no longer be held. Your dates are not secure until the deposit is received. Please be as accurate as possible when estimating how many students will attend the program. If your booking numbers are significantly different from your actual numbers, we cannot properly staff or provide food, and may be unable to accommodate your group.

Minimum & Maximum Group Size

The minimum group we can accommodate is 15 participants plus chaperones. If your group numbers decrease below 15, you will be billed for 15 people. The maximum group we can accommodate is 90 participants plus chaperones.

Changes to the Contract

30 Days Prior to Arrival

If you contact Camp Scugog a minimum of 30 days before your arrival date, your invoice can be changed to reflect an increase or decrease of 25% of your originally booked number. If your attendance number decreases by more than 25% of the originally booked number, your invoice will only be reduced by 25%. If Camp Scugog can accommodate an increase by more than 25%, the extra cost will be added to your invoice. For example, if your retreat was originally booked for 50 persons and you contact Camp Scugog a minimum of 30 days prior to your arrival date, you can change the attendance number to be anywhere between 37 and 62. If you would like to change the duration of your retreat, we must be advised a minimum of 30 days before your arrival date.

Less Than 30 Days Prior to Arrival

If you contact Camp Scugog less than 30 days prior to your arrival date, your invoice can be changed to reflect an increase or decrease of 10% of your originally booked number. If there is a decrease by more than 10% of the originally booked number, your invoice can only be reduced by 10%. For example, if your retreat was booked for 50 persons, and you contact Camp Scugog less than 30 days prior to your arrival date, your invoice can be changed to reflect numbers anywhere between 45 and 55. No changes will be made to the contract on or after arrival. For example, if the last contract sent to you a month before the retreat noted 50 persons, and you arrive with 48, you will be billed for 50 people. Changes to the duration of your retreat may not be made less than 30 days prior to your arrival date. If your stay turns out to be shorter than originally booked, you will be billed for the originally booked duration.

DEPOSIT AND PAYMENT POLICIES

Payment Schedule

1. To reserve your date, a 20% non-refundable, non-transferable security deposit is due by the date shown on your contract.
2. Final payment is due upon arrival at Camp Scugog. If a cheque has not been provided from your school or organization, the group organizer will be required to put the balance owing on a personal or company credit card to ensure that the program can proceed.

Credits & Refunds

Camp Scugog does not issue refunds. Please ensure that you have undertaken proper planning to make your visit a success. We appreciate your understanding and cooperation.

Camp Scugog reserves the right to cancel any retreat without notice if the above policies are not abided by.

Damaged Equipment and Property

If your group is responsible for damage to Camp Scugog equipment or property beyond what is reasonably expected during your time on site, you will be responsible for the repair or replacement thereof.



PREPARING FOR YOUR VISIT

One of the most important ways you can help ensure a successful experience at Camp Scugog's Leadership Centre is to prepare yourself and your students for their trip. The sleeping, eating, and activity schedule may likely be different from their daily routine. Below are some suggestions to best prepare your group for their experience:

Preparing for the Environment

Most of our programs are designed to be outdoor experiences and will continue rain or shine. Encourage participants to bring clothing that they don't mind getting dirty and wet. Stress the importance of proper rain gear, warm clothing and appropriate footwear (closed toe and heel shoes are mandatory).

Preparing for Camp Culture

While at our centre, there will be no internet access for participants. Cell phones and electronic devices are not recommended on site. When discussing these rules with your group, focus on the positive aspects: the new skills they will learn without electronic distractions, the new friends they may meet, and the beautiful outdoors they will get to experience. Also, remind everyone that Camp Scugog is not responsible for lost or stolen goods.

Preparing Chaperones

We want everyone, including chaperones, to have positive experiences while at Camp Scugog. Chaperones are not expected to lead group activities, but are encouraged to participate. Ultimately, chaperones are responsible for ensuring their group is following Camp Scugog rules and expectations, and are responsible for all behaviour challenges, and managing and administering medications.

Overnight: Camp Scugog staff do not sleep in the cabins with your group. Chaperones are responsible for ensuring their group is quiet, safe, and sleeping at night. Please inquire about nightly supervision packages.



PREPARING FOR YOUR VISIT

Forms

Please distribute the Packing List (appendix A) to all participants so that they can pack for success.

Our talented kitchen staff will accommodate your group's dietary needs. Please complete the Dietary & Health Summary Sheet (appendix B) and submit it to Camp Scugog a minimum of 2 weeks prior to your arrival.

Nut Allergies

Camp Scugog is a “Nut Aware” facility. This means that we do not serve meals using ingredients that contain nuts (whole or part), nut extracts or products that include a “may contain” label. Further, we discourage guests from bringing nuts on site, but do not search belongings. **We cannot guarantee a nut free experience for your group.**

Cabin Groups

All cabins sleep up to 8 people. You are responsible for cabin assignments based on how many cabins your group requires. Please note that all cabins are non-winterized.

Transportation

Every group is responsible for transportation to and from our centre. All groups are recommended to have one vehicle that can remain on site for the duration of your stay in case of emergencies.

Tuck Shop

Camp Scugog has a tuck shop where students can purchase snacks, chips, pop, and candy. We also offer Camp Scugog swag such as hoodies, hats, and water bottles. We open the tuck shop for a select period of time once per day. We accept cash, debit or credit.



Student Accommodation



Nestled among beautiful cedar trees in a horseshoe formation, each of the 13 sleeping cabins accommodate up to 8 individuals.

With ample storage space, shutters to open and close at your leisure, an indoor fan, and washroom facilities nearby, a stay in one of Camp Scugog's lodging cabins is sure to be comfortable and safe.

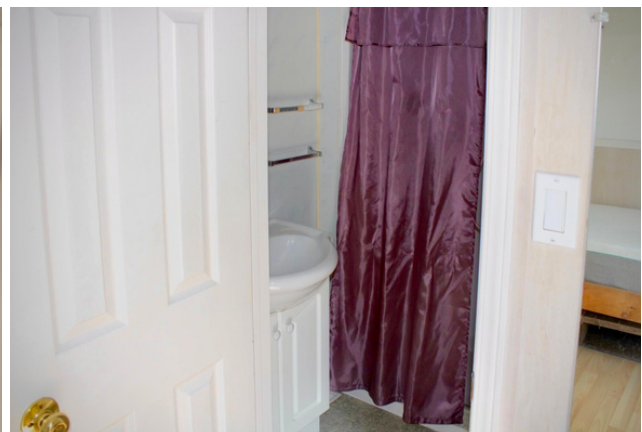


Chaperone Accommodation



Tucked away, just off of our beautiful "Leahey Lane" are the chaperone and teacher accommodations, consisting of 4 private rooms, each with their own en suite bathroom.

Private yet close to the students and main site, a 30 second walk brings you back into the action.



PACKING LIST

Appendix A

We're really looking forward to hosting you! Below are suggested items to bring with you (and to leave at home) when visiting Camp Scugog's Leadership Centre.

DAY PROGRAM

- Water bottle
- Sunscreen
- Insect Repellent
- One extra seasonal & weather appropriate outfit
- Footwear:
 - MUST have closed toe and heel
- Medication
 - MUST be clearly labelled with participants name in a zip lock bag. Medication will be managed and administered by chaperones.
- Sun hat
- Bathing suit and towel (if participating in water activities)
- Cash or card for Tuck Shop

OVERNIGHT PROGRAM

- Water bottle
- Sunscreen
- Insect Repellent
- Seasonal & weather appropriate clothing for the length of your stay
- Footwear:
 - MUST have closed toe and heel
 - Shower shoes
- Medication
 - MUST be clearly labelled, in original package, with participants name in a zip lock bag. Medication will be managed and administered by chaperones.
- Sun hat
- Bathing suit and towel (if participating in water activities)
- Bedding
 - Sleeping bag
 - Pillow
 - Extra blanket
- Toiletries
- Flashlight
- Cash or card for Tuck Shop

WHAT NOT TO BRING

- Electronics
- Nut products
- Anything that can't get dirty
- Valuables

IMPORTANT INFORMATION

Participants are responsible for their own personal belongings while at Camp Scugog. Camp Scugog is not responsible for loss, damage or theft.

All participants are recommended to label their belongings.



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Part of Lake Scugog United Church Camp, Inc.

