

Central Wisconsin Environmental Station: 2023-2024 School Group Reservation Form

Please complete this form to reserve your program dates at the Central Wisconsin Environmental Station. Please return this form by **April 15, 2023**.

School: _____ Grade: _____

Coordinating Teacher or Leader: _____

Address of School: _____

Address

City

Zip

Telephone School: (____) _____ Group Leader Cell: (____) _____

Email Address: _____

Number of years you have been coming to CWES: _____

Check the program length you are interested in. Program fees are listed on the back of this form.

☐ 1 Day

☐ 2 Days, 1 Night

☐ 3 Days, 2 Nights

☐ Other (Please note preference)

Special Notes: _____

Number of field trips requested: _____

(i.e. If you will be bringing 3 classes, each on a different day, you are requesting 3 field trips.)

Number of students/field trip: _____ (Minimum 15, Day trip maximum 70, Overnight trip maximum 52 including adults)

Meal Options

1-Day Programs:

☐ We will bring a bag lunch.

☐ We want CWES to prepare a hot lunch.

2 and 3-Day Programs:

CWES will prepare all meals.

2023 – 2024 CWES Date Availability:

*****ALL Mondays: NOT Available*****

- September 19 - December 15, 2023**

**Note: No Sessions held November 22nd-27, 2023*

- February 6 – May 10, 2024**

**Note: No sessions held March 16-25, 2024*

Preference for program dates: (Please list 3 different choices for each trip you are requesting to CWES)

1st Choice Dates: _____

2nd Choice Dates: _____

3rd Choice Dates: _____

Fees All programs include educational activities, use of facilities, and equipment. For day programs, lunch is available for \$9.00 per person. Adults do not pay for day programs. Residential programs include full meal service and accommodation in dormitory or log cabins. Full meal service includes lunch on arrival day through lunch on departure day. Adults accompanying residential groups pay only for meals; the fees for programming and lodging are waived. Minimum number of students for residential programs is 15 students. See fees for specific programs in the table below.

Length of Stay	Cost Per Student	Cost Per Adult
One-Day Program	\$10.00/\$19.00 with Lunch	0/\$9.00 with Lunch
Extended-Day Program	\$12.00/\$21.00 with Lunch	0/\$9.00 with Lunch
One-Plus-One Two-Day Program	\$20.00/\$38.00 with Lunch	0/\$18.00 with Lunch
Extended One-Day Plus Evening Program	\$34.00	\$18.00
Two-Day Program	\$64.00	\$36.00
Three-Day Program	\$104.00	\$63.00
Four-Day Program	\$144.00	\$90.00
Five-Day Program	\$182.00	\$117.00

Medical Information

Teachers are responsible for the care and dispensing of student medications. A locked box and key will be provided to the designated teacher upon arrival for residential groups. Inhalers, bee sting medications, insulin syringes, and other medication used in the event of life-threatening situations must be carried by the student or the adult assigned to the student's group. Persons holding a current certificate for the completion of the American Red Cross Community first-aid and safety course or equivalent and a current certificate for the completion of a course for adult, child and infant cardiopulmonary resuscitation/AED must be on-site during the visit. A CWES staff member will be available for day groups. Overnight groups must provide their own certified adult. This will be further addressed before your visit on your Program Planning Form.

Photographic/Video Release

I understand that the University of Wisconsin-Stevens Point and the Central Wisconsin Environmental Station may take photographs and/or videos of camp participants and activities. I agree that the University of Wisconsin-Stevens Point shall be the owner and may use such photos and/or videos relating to the promotion of future camps and programs. I relinquish all rights that I may claim in relation to the use of said photographs and/or videos.

CWES Facility Use Rules and Procedures for Visiting Groups:

I have received and reviewed the CWES Facility Use Rules and Procedures for Visiting Groups document, and understand the rules, policies, and procedures. I understand that it is the responsibility of me, the group leader, to orient these policies and procedures to all participants.

Signature for Consent: _____

Contractual Agreement: Hold Harmless and Indemnity Agreement (Informed Consent)

The undersigned does voluntarily agree to indemnify and to hold harmless the University of Wisconsin Stevens Point, the Board of Regents of the University of Wisconsin System (Board of Regents), their respective officers, employees, and agents from any and all liability, loss, damages, costs, or expenses (including attorney fees) arising out of the use of University buildings/facilities which do not arise out of the negligent acts or omissions of an officer, employee, or agent of the University and/or Board of Regents.

Group Representative Signature _____ Date: _____
 Representative's Number (____) _____ Cell: (____) _____
 Email Address _____

Please return form to:

Rachel Loomis, CWES Program Manager:

raloomis@uwsp.edu

Office Phone: 715-346-2798

Fax: 715-346-2937

Cancellations/Changes of Date: Cancellations and/or changes of dates may be made only upon mutual consent of the CWES Staff and the group leader.

For Office Use Only: _____ Date Reservation Form Received: _____
 _____ Date Reservation Confirmed _____