

HIDDEN ACRES
Mennonite Camp & Retreat Centre

SCHOOL PROGRAMS

2027 Winter Information Package



Team Building



Outdoors



Fun!

519-625-8602

hiddenacres.ca

Hidden Acres Information Package

Hello!

My name is Josh and I am the Program Director at Hidden Acres. I am excited to work with you to create a memorable learning experience for your school.

Whether you have been coming to Hidden Acres for many years or are still exploring the possibility of a school trip, this package will help you along the way. This document has been laid out to help you find the information you need wherever you're at in the planning process. If, at any point, you have questions beyond the information found on these pages please don't hesitate to contact me or visit our website hiddenacres.ca/programs/school-programs



Josh Penfold - Program Director
josh@hiddenacres.ca
519-625-8602

Table of Contents

Organizer Checklists.....3
Rental Agreement.....4
Assumption of Risk Form.....5
Activity Options.....6
Sample Schedules & Rates.....8
Policies and Other Helpful Information.....10
Packing Lists.....13
Map of Camp.....14

Organizer's Check List

Initial Registration

The following are required to complete your registration after a date has been set with the Program Director

- [ ] **Rental Agreement** - Send a completed Rental Agreement to josh@hiddenacres.ca
- [ ] **Deposit -** A $100/day deposit is required to reserve your selected day. Preferred payment options are: *EFT* - contact our office (519-625-8602) if you are not set up yet; *cheque* - made out to Hidden Acres Mennonite Camp; *e-transfer* - sent to maryanne@hiddenacres.ca.
  Payment by *credit card* is also an option by calling our office.
- [ ] **Insurance** - Contact Josh (Program Director) to determine if your school needs to send a copy of your Certificate of Liability Insurance.

Before Your Visit

- [ ] **Confirm Schedule** - A tentative schedule and pricing quote will be shared with you. Please confirm that the schedule, activities, pricing, arrival and departure times are all correct.
- [ ] **Assumption of Risk Form** - Please obtain a signed form (page 5) for each student attending the trip. Please bring forms with you to be handed to Program Director upon arrival.

Two weeks before your trip

- [ ] **Dietary Restrictions** - If Hidden Acres is providing your meals please send any dietary needs (food allergies, vegetarian, halal, etc.) to josh@hiddenacres.ca

After your trip

- [ ] **Invoice, Feedback, and Rebooking -** You will receive an email with an invoice for your trip, a link to offer feedback and first choice to rebook for next year's equivalent date. See above for payment options.

1921 Line 37, New Hamburg, ON, N3A 4B5 – 519-625-8602 -- info@hiddenacres.ca -- www.hiddenacres.ca

RENTAL AGREEMENT & WAIVER - WINTER SCHOOL GROUPS

NAME OF GROUP		CONTACT PERSON	
ADDRESS		CITY	
POSTAL CODE		EMAIL	
PURPOSE OF EVENT		PHONE	
DATE(S) REQUESTED		ANTICIPATED ATTENDANCE	
ARRIVAL TIME	DEPARTURE TIME	STUDENTS	ADULTS
DEPOSIT ENCLOSED ($100/day): AMT. $		GRADE(S)	

All school groups are required to provide a certificate of liability insurance from your insurance company in order to use Hidden Acres : ☐ COPY ENCLOSED ☐ WILL SEND COPY PRIOR TO RENTAL DATE

CHECK THE APPROPRIATE BOX(ES) FOR ACCOMMODATIONS AND PROGRAMMING REQUESTED:

Programming:	
Outdoor Winter Experience -up to 25 students	
This option integrates various activities into a full day program and includes Snowshoeing, Orienteering, Outdoor Cooking, Shelter Building and Broomball	
Outdoor Winter Rotations (approx 1hr each) **-**up to 60 students	
Arts and Crafts	
Broomball	
Low Ropes	
Nature Exploration	
Outdoor Skills - Cooking	
Outdoor Skills - Shelter Building	
Photo Orienteering	
Sports of other Sorts (9 Square, Gaga Ball, etc)	
Snowshoeing	
Team-Building	
Widegame	

Overnight Accommodations:	
Woodhouse	
Stonehouse	
Pineview Cabins	
Hilltop Cabins	
Meals provided: *	
No	
Yes	

* Groups must help with clean-up and dishes unless other arrangements have been made.

1 TEACHER/VOLUNTEER FREE FOR EVERY 10 STUDENTS (meals excluded)

We are pleased to serve you by allowing your group the use of Hidden Acres' facilities and by offering our help in whatever way we can to make your stay enjoyable and meaningful. We feel confident that with cooperation between your leadership and ours, this will be accomplished. To that end, we welcome any requests or comments that you might have, and ask that you abide by our policies and guidelines. **If you have any special requests, comments or questions, please include them here:**

_____

_____

TO CONFIRM YOUR RESERVATION, PLEASE SIGN BELOW AND RETURN THIS FORM WITH YOUR RESERVATION DEPOSIT. KEEP A DUPLICATE FORM FOR YOUR RECORDS.

I have read the Information Package and agree to abide by the listed policies. I will inform all members of the group of these policies and we will undertake to conduct our activities in a safe and careful manner. I, and our group, understand that there are inherent and unforeseen risks involved while participating in a retreat at Hidden Acres. We also understand that Hidden Acres has done what it can to minimize the risks associated with visiting the camp and we assume the risks involved. I assume full responsibility for the conduct, safety, and health care of our group. I agree, on behalf of the group, that we will not hold Hidden Acres Mennonite Camp Inc., its board members, staff, or volunteers liable in any way for any accidents which may happen while we are using the camp. I freely and willingly sign this agreement and waiver on behalf of my group.

SIGNED _____ DATE _____

FOR OFFICE USE ONLY

DEPOSIT RECEIVED (DATE): AMOUNT:

Assumption of Risk Form

At Hidden Acres we are committed to safety in all aspects of your trip. Our capable staff will provide participants with safe instruction using quality equipment under proper supervision. Participants are required to follow the written and verbal rules and instructions given by our staff to ensure the minimization of risk. In every activity, though we meet or exceed all the safety standards set out by OCA (Ontario Camping Association) and OPHEA (Ontario Physical & Health Education Association) in all of our activities, there still remains inherent risk.

To the best of my knowledge, I am in good health and I will notify the camp if I am exposed to any communicable diseases or have any medical conditions that might affect my participation (specific health conditions to note for the climbing tower are: kidney or liver transplants, pregnancy, atlantoaxial instability, hepatitis, mononucleosis, broken/fractured bones, cardiac disease, and any condition that a physician has determined creates significant limitation for physical activity). Please share any health concerns you have that might affect your participation in the program:

_____

_____

By signing below, I indicate that I have read this form in its entirety, and I understand that participation in the program at Hidden Acres Mennonite Camp could result in personal injury, loss, or illness. I willingly assume responsibility for my own safety while participating at Hidden Acres Mennonite Camp and will not hold Hidden Acres Mennonite Camp responsible should any accident occur.

Participant Name: _____ Group Name: _____

Participant Signature: _____ Date: _____

Parent/Guardian Signature (if under 18): _____ Date:_____

Photo Release:

Occasionally Hidden Acres will take photos and videos of participants for promotional purposes. Pictures may be used on Hidden Acres' social media channels, website and printed materials. Please initial below to give consent for photos and videos to be taken and used by Hidden Acres Mennonite Camp for promotional purposes.

Initial: _____

Activity Options

Activities are led by trained staff, providing each student with a safe, fun, and successful experience

Arts and Crafts

Develop your student's creative capabilities and manual dexterity. Your students will be led by our staff in an engaging craft that will encourage them to use their imaginations to create keepsakes from their outdoor education experience at Hidden Acres.

Broomball

Learn about the history and rules of this Canadian classic winter sport, practice some basic skills and then dive into a game of Broomball.

Low Ropes

At the low ropes course, students will explore communication, balance, trust, taking initiative and leadership all while having fun. Using elements like the "Wild Woozy", "Low V", "Whale Watch" and the "Spider's Web", they will have opportunities to foster teamwork and learn to care for the emotional and physical safety of others.

Nature Exploration

Participate in fun activities that encourage an awareness of nature and the environment by exploring local habitats through a variety of nature trails or by visiting our Nature Centre with a one-way bird-watching window and nature displays. This activity can be combined with Snowshoeing.

Outdoor Cooking

Students will work in groups, along with leaders, to learn how to safely build a fire and cook food in the great outdoors. They will first learn what is needed to start a fire and the best ways to successfully build one using only materials found in nature.

Photo Orienteering

In this twist on traditional orienteering students will learn to use a map to orient themselves at camp. The map will help them find where various photos have been taken at camp. They will test their compass skills by recording the exact degree that the photo was taken and will check their findings to see how they score.

Activity Options

Shelter Building

Take a hands-on approach to learning about survival structures. Students will learn about structural integrity, insulation, and basic outdoor survival skills. Then, with the guidance of staff, they will take what they've learned and try their hand at building their own debris shelter.

Snowshoeing

Students will learn the history of snowshoeing in Canada. They will be fitted with appropriately sized snowshoes, learn and practice the basics skills of how to maneuver, then hit the trails and enjoy a snowshoeing hike in the forest.

Sports of other Sorts

Get your students moving by enjoying new and fun Sports of Other Sorts like Nine-Square-in-the-Air, Ga-Ga Ball, and more.

Team Building

Have fun while working through a variety of challenging activities that demand strategic thinking, effective communication, leadership, teamwork and co-operation. Thought provoking and engaging debriefing at the end of activities will help students understand leadership roles and will foster growth towards a close knit and trusting team.

Sample Schedules & Rates

The following are standard schedules based on the length of your stay.
Each schedule can be edited and adjusted to fit your groups needs and preferences.

A minimum program charge is based on ten students participating.

You are expected to provide 1 adult to supervise each group of 10-12 students.

There are two one-day trip options

Day Trip 1

9:00	Arrival & Welcome
9:15	Snowshoeing Intro
10:00	Orienteering
11:00	Firebuilding/Cooking
12:00	**Lunch (warm up)**
1:00	Winter Hike
2:00	Warm Up
2:20	Broomball
3:20	Departure

Outdoor Winter Experience
$34.00/student

This option blends the various winter activities (snowshoeing, orienteering, shelter building, outdoor cooking, broomball) into an integrated day of activities.

This program is designed for a single group of **12-25 students**

Day Trip 2

9:00	Arrival & Welcome
9:15	Activity Choice 1
10:15	**Nutrition & Warm Break**
10:45	Activity Choice 2
11:45	Warm up break
12:00	Activity Choice 3
1:00	**Nutrition & Warm Break**
1:30	Activity Choice 4
2:30	Departure

Outdoor Winter Rotations
$29.50/student

Your school chooses activities from a list and groups rotate through multiple one hour activity periods.

This program can accommodate **up to 60 student**s (four groups of 10-15 students)

Sample Schedules & Rates

2 Day Overnight Trip

$102.25/student
5 activities, 4 meals, 1 snack, evening program, accommodations

Day 1		Day 2	
9:00	Arrive & Settle in	8:00	**Breakfast**
9:45	Intros & Expectations	9:00	Dishes / Cabin Clean
10:15	Orientation Games	10:00	Activity Choice 4
11:00	Activity Choice 1	11:00	Activity Choice 5
12:00	**Lunch**	12:00	**Lunch**
1:00	Quiet Time / Dishes	1:00	Pack / Dishes
2:00	Activity Choice 2	1:30	Game/Wrap-up
3:00	Activity Choice 3	2:00	Departure
4:00	Choice Activities		
5:15	**Supper**		
6:15	Dishes / Choice Act		
7:15	Wide Game		
8:45	Campfire		
9:45	**Snack** - Bed time routine		
10:30	Lights Out		

Hidden Acres staff provide leadership to one evening program. Teachers are responsible for the other evening program(s).

Applicable Taxes

HST (13%) will be applied to the following groups:

- Overnight groups that are participating in Hidden Acres staffed programming
- Day use groups that are participating in Hidden Acres programming and where the majority of participants are over 14 years of age

Policies

AND OTHER HELPFUL INFORMATION

Alcohol, cannabis and illegal drugs are prohibited on the premises.

Bedding – Hidden Acres does NOT provide sheets, pillowcases or towels. Blankets & pillows are available in the STONEHOUSE and WOODHOUSE ONLY and should remain in the bedrooms at all times. Please refold blankets prior to leaving.
Users of Oakview, Hillltop and Pineview must provide ALL of their own bedding.

Cancellations – Deposits will be refunded less a $50 administration fee if cancellation is made 60 days (or more) prior to the event. For any cancellation made less than 60 days in advance of your reservation, 50% of the deposit will be refunded only if we are able to fill your reserved dates with another group. If we are unable to fill the dates with another group, your deposit is non-refundable and non-transferable.

Deposits must be received within 30 days of booking to confirm your reservation. All deposits serve as both reservation and damage deposits.

Drinking Water – All of the tap water on the premises is drinkable and is treated and tested according to Ministry of the Environment standards. We encourage groups to bring reusable water bottles.

Facility Care – Groups renting our facilities are responsible for all damages beyond normal wear and tear to equipment, buildings, facilities and grounds, and will be charged accordingly. We ask that prior to your departure all furniture be returned to where it was upon arrival.

Fires are permitted in existing fire areas only.

Fireworks are not permitted.

First Aid – School Groups are responsible for their own basic first aid.

Garbage/Recycling – Please keep our property beautiful and put your trash in the many garbage and recycling bins that are available throughout the camp grounds.

Kitchen/Dining Hall Use– Please enjoy food and drink only in the kitchen & dining areas or outside. Please ensure that all posted Public Health guidelines are followed.

Lost & Found – Hidden Acres will not be responsible for lost or forgotten articles. Lost and found articles not claimed within three months may be donated to the local thrift shop.

Policies Continued

AND OTHER HELPFUL INFORMATION

Meals – When meals are provided by Hidden Acres, groups are expected to assist with cleanup and dishwashing after meals and snacks.

We will try to accommodate any of your group's special dietary needs (e.g. food allergies) provided we are given details at least 2 weeks in advance.

Information regarding group size and meal/break schedule must be provided to the camp at least 1 week prior to your event. We can accommodate a 10% variance from the number of people you confirm 1 week in advance.

Nature & Wildlife – Please do not cut trees or remove twigs/leaves/bark from trees. Do not pick wildflowers. Respect wildlife - i.e. no cruelty, destruction or removal of wildlife.

Out of Bounds – Areas around the staff residences and drive-in shed are out of bounds. Please respect our neighbours and stay on the camp property.

Noise – Please respect other groups and keep a reasonable noise level. No excessive noise between 11:00 p.m. and 7:00 a.m.

Pets – No pets are allowed without prior permission.

Reservations – are accepted on a "first come" basis without exception. Tentative dates may be set by phone; however, reservations are guaranteed only upon receipt of a non-refundable reservation deposit.

Shared Use – There are occasions when there is more than one group using Hidden Acres at a time. The following areas are considered shared when multiple groups are renting at the same time: outdoor washrooms, pond and beach, volleyball courts, horseshoe pits, shuffleboard, tetherball, swing areas, ball diamond, basketball/tennis court, nature trails and "popcorn" fire pit. Groups needing assistance with details regarding use of shared facilities should speak with Hidden Acres staff.

Smoking, in any camp building, is absolutely prohibited.

Summer Cabins – No electric heating or cooking appliances are permitted in summer cabins.

Just A Few More

Policies

AND OTHER HELPFUL INFORMATION

Teacher/Adult Supervision & Rates– School Groups are required to provide adequate supervision – one adult for every 10 students is recommended. One adult for each Rotational Activity Group is required. One teacher/adult volunteer is free for every 10 students (meals excluded). Additional adult volunteers are half-price.

Vehicles – All cars should be parked in the parking lot unless overflow space is required. No speeding or driving vehicles on the lawn. Motorized off-road vehicles are not permitted.

Waterfront – Use of the pond (swimming/canoeing) is subject to following all waterfront rules and providing responsible supervision. Hidden Acres will only supply lifeguards for programming that we provide. Groups using the waterfront apart from this programming do so at their own risk and liability.

Failure to comply with the rental policies as outlined above may result in your group being asked to leave early and/or not being allowed to use the facilities again. Hidden Acres reserves the right to revise rates as necessary. Hidden Acres would like to do whatever we can to accommodate your group's needs. Special discounts may be available for certain groups. Please contact the Outdoor Education Director to discuss these or any other questions that you might have.



Packing Lists

The following are suggested lists of what to bring on your trip.
Packing lists may vary based on season and selected activities.

Day Trip

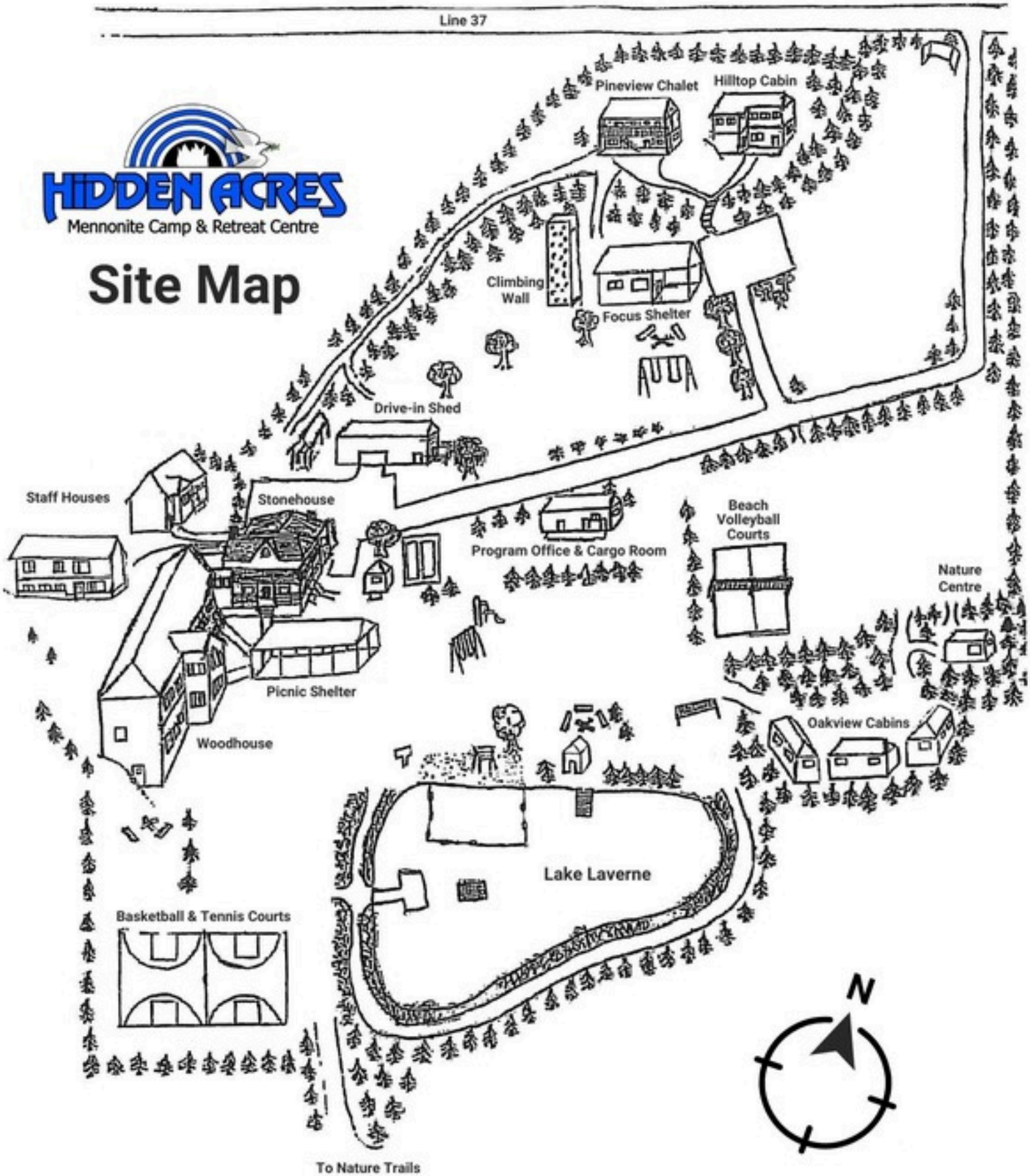
- [ ] Water Bottle
- [ ] Winter Boots
- [ ] Snow Suit (Jacket & Pants)
- [ ] Winter Mitts/Gloves
- [ ] Hat/Toque & Scarf
- [ ] Any additional weather-appropriate clothing for being outside for the day
- [ ] Bagged Lunch (if not having a catered hot lunch)

Overnight Trip

- [ ] Indoor Shoes
- [ ] Water Bottle
- [ ] Winter Boots
- [ ] Winter Mitts/Gloves
- [ ] Hat/Toque & Scarf
- [ ] Pillow with case
- [ ] Toiletries
  - Toothbrush/Toothpaste
  - Deodorant
  - Shampoo/Conditioner
- [ ] Sweater & Pants
- [ ] Sleeping Bag or Warm Bedding
- [ ] Shower Towel
- [ ] Additional weather appropriate clothing for being outdoors
- [ ] Changes of clothes for each day (Underwear, socks, shirts, pants)

Please Leave @ Home

- [ ] Electronic Devices
- [ ] Junk Food, Candy, & Gum
- [ ] Cigarettes/alcohol/ non-perscription drugs


HIDDEN ACRES
Mennonite Camp & Retreat Centre
Site Map
Line 37
Pineview Chalet
Hilltop Cabin
Climbing Wall
Focus Shelter
Drive-in Shed
Staff Houses
Stonehouse
Program Office & Cargo Room
Beach Volleyball Courts
Nature Centre
Picnic Shelter
Woodhouse
Oakview Cabins
Lake Laverne
Basketball & Tennis Courts
N
To Nature Trails
Tina Ashley
2011