

CLASSROOM PREP INFORMATION

(📩 PLEASE RETURN ONCE COMPLETED)

CIMI staff meet each week to review pertinent information concerning our arriving groups. In order to help us better serve you during your stay, please fill out the following:

1. Describe your group in a classroom situation:

- a. What does this class respond to best and what discipline rules are they used to?
- b. Are there any special behaviors we should know about (LDs, ADD, GATE, etc.)
- c. Describe your school's teaching philosophy, especially regarding the teaching of the sciences.
- d. What concepts taught at school will tie into CIMI's curriculum?
- e. Has your class studied any CIMI subject matter prior to the trip?
- f. How would you like us to use the CIMI logbooks (i.e. have students fill out for a grade, souvenir, etc.)?

2. How are your chaperones being prepared for this trip? Do they know that they must participate in activities?

3. Has any of this group had overnight field trips before? Where?

4. What is the main focus of your trip (i.e. science related, group bonding exp. etc.)?

5. How was your group financed?

OVER

STATEMENT OF UNDERSTANDING

(👉 Please return once completed)

Catalina Island Marine Institute is pleased to serve you during your stay at CIMI. The Program Director and your group's Program Coordinator will meet you at the Pier when you arrive.

Prior to check in, CIMI will ensure that the housing and restroom facilities are neat and operational. Restroom and shower facilities will be sanitized and restocked daily.

Each full day with CIMI will consist of two three-hour program sessions and an evening program of approximately one to two hours in length. All programs are conducted by CIMI instructional staff. The components of the program will be pre-arranged by phone between a program office representative from CIMI and the group leader. During program time your group, depending on availability, is entitled to the use of all-relevant equipment and materials.

Your group will be provided three nutritionally balanced meals each full program day. Meals provided by CIMI on partial days will be discussed with the group leader by CIMI staff prior to the visit and indicated in the contract. Please read this document carefully.

To increase the effectiveness of the program, CIMI requests your assistance in the following areas as outlined in the Teachers Syllabus:

1. Chaperones will remain and participate with assigned study groups during all programs including **Snorkeling** and **Kayaking**.
2. Chaperones are expected to supervise student recreational periods between programs.
3. Group leaders are responsible for assigning program participants into study groups consisting of 15 students unless an arrangement has been made previously through the CIMI program office.
4. Students or adults possessing symptoms of communicable diseases such as chicken pox, measles and others will, following consultation with a physician, be removed from program participation and returned to the custody of the school/parent at the earliest opportunity. This is a protective measure for the patient, guests and CIMI staff.
5. Computers, cell phones and IPODS are not permitted at CIMI. If the school allows students to use such devices during the trip to the island, CIMI requests that they be collected and stored during the stay.
6. Alcoholic beverages are not permitted at any of our facilities. Consumption of alcohol by chaperones may impair proper supervision of the students.
7. Students are not permitted to smoke while at CIMI and chaperones should only smoke in designated areas.
8. Chaperones have the responsibility of enforcing 9:00pm to 7:00am 'Quiet Hours' and overseeing housing and restroom conduct.

I have read the above statement and agree to the conditions.

Signature

Date

School/Organization