



## 2024 Registration Policy

Dear Gould Lake Students, Parents and Guardians,

We hope you will join us this summer for our *2024 Summer Programs*. Our website at [www.gouldlake.ca](http://www.gouldlake.ca) is always a great place to see what's new with our programs and to keep you up to date on what is happening in outdoor education within the Limestone District School Board. Please feel free to contact our office if you have any questions regarding these policies.

### REGISTRATION INFORMATION

1. Registration for summer 2024 courses will begin on November 20th, 2023.
2. Registrations will be accepted through our online system at [registration.gouldlake.ca](http://registration.gouldlake.ca).
3. Registrations received prior to December 1<sup>st</sup>, 2023, will be processed with no regard to date received. Please refer to *Registration Policies* below for further information.
4. Registrations received on and after December 1<sup>st</sup>, 2023, will be processed based off of the timestamp applied at the time of application. Please refer to *Registration Policies* below for further information.
5. Registrations will be reviewed as they arrive to ensure they are complete, and all course requirements are met. Confirmation emails will be sent to those students who meet all requirements are placed in a program.
6. Those students not accepted and/or placed on a waiting list will be contacted by email.
7. To be placed on a waiting list, a completed registration must be submitted.
8. Once a student is placed in a program, the \$50.00 non-refundable deposit must be made online though School Day by February 1<sup>st</sup>, 2024.

### REGISTRATION POLICIES

1. Course prerequisites (listed on page 3) are required to ensure students have a fair opportunity to achieve the curricular objectives of the program, as well as to guarantee they have the skills necessary to ensure their safety and the safety of their tripping group. All registrations that have met the minimum prerequisites will be considered, however, having obtained the minimum prerequisite(s) does not guarantee acceptance into a program.
2. If, on December 1<sup>st</sup>, 2023, numbers of registrations for a particular session of Nature Camp, Outdoor Escape, Quest, or Outreach exceed the available spots, all acceptable registrations from those registrants currently attending schools within the Limestone District School Board will be placed first. Registrations from all other boards will be considered second.
3. All Outdoor Pursuits (OP), Outdoor Skills (OS), Wilderness Instructor Course (WIC), and Kayak Instructor Course (KIC) registrations will be reviewed and cross-referenced with courses taken at the Gould Lake Outdoor Centre, or other locations which have similar experiences. Due to the skill level of these courses and their remote destinations, proven skill acquisition, leadership, experience, and past behaviour on trips will be determining factors in acceptance.
4. Students having completed OP will be given priority when registering for OS and vice versa (previous OS student registering for OP). Students with previous experience with our programs may be given preference over those with experience from outside of the Gould Lake Outdoor Centre programs.
5. For courses with more than one session to choose from, to increase the likelihood of being placed in a program, student registration forms should indicate at least two sessions as options.
6. After applying the policies above, a "lottery" system will be used if applicants of a particular session exceed spaces available.
7. Registrations received on and after December 1<sup>st</sup>, 2023, will be reviewed and placed in a course (or placed on a waiting list if necessary), by date and time of arrival. These registrations will be accepted regardless of their home school board.
8. In the event of a health issue arising that puts the student and/or group at risk, participation in the program may

be re-considered. Clear communication concerning **all** health and wellness areas (i.e., anxiety, past injury, ADHD etc.) is welcomed and necessary to ensure a safe and positive experience for all. Gould Lake Outdoor Centre staff want to provide the best possible support to students. **To achieve that goal, it is very important to explain all such health issues when completing the online registration please clearly.**

9. The LDSB Outdoor Education Consultant will oversee the registration process and approve all course lists and waiting lists.
10. If the \$50.00 non-refundable deposit and waiver are not received by February 1<sup>st</sup>, 2024, the registration will be void.
11. Final payment must be received by June 1<sup>st</sup>, 2024, or registration will be void.

### **CANCELLATION AND REFUND POLICIES**

1. First payment is a non-refundable deposit (\$50.00) that must be made by February 1<sup>st</sup>, 2024.
2. If a student withdraws prior to April 1<sup>st</sup>, 2024, the 2<sup>nd</sup> and 3<sup>rd</sup> payments will be refunded.
3. If a student withdraws between April 1<sup>st</sup>, 2024, and June 1<sup>st</sup>, 2024, only the 3<sup>rd</sup> payment will be refunded, unless the allocated spot fills, in which case the 2<sup>nd</sup> and 3<sup>rd</sup> payments will be refunded.
4. If the student withdraws after June 1<sup>st</sup>, 2024, no refund will be issued, unless the allocated spot fills, in which case the 2<sup>nd</sup> and 3<sup>rd</sup> payments will be refunded.
5. If the student is placed on the waiting list, payment is not required until the student has been accepted into a program. Upon acceptance, the refund policies above will apply if the student chooses to withdraw.
6. If a student must withdraw from a program for medical reasons, a refund of the 2<sup>nd</sup> and 3<sup>rd</sup> payments will be considered if a doctor's note is provided.
7. In the event of a trip route change due to unforeseen safety concerns (i.e. forest fire, low water levels etc.) a full refund may be offered to those who choose not to participate in any part of the altered program.
8. In the event of program cancellations due to COVID 19 safety measures a full refund will be issued of all made payments.

### **UNFORESEEN CIRCUMSTANCES AND TRIP ALTERATIONS**

The safety of staff and students will always be our top priority. In the event of a fire ban our trips still run as planned. Cooking is done on portable camping stoves with guidance and supervision from our instructors. In the event of forest fires, or other unpredictable conditions, trips may be rerouted or completely moved to an alternate **safe** location. Changing the route for a trip is never a decision that is made lightly, but ultimately it is the responsibility of Gould Lake Outdoor Centre administration to ensure that our students and staff are not taking unnecessary risks on the trip. We will notify parents and guardians as soon as these situations arise. If you are unhappy with a route change and no longer wish to send your student on trip - a refund may be issued. Please refer to *Cancellation and Refund Policies* for further information.

### **BALANCED TRIPPING GROUPS**

Creating balanced tripping groups is a responsibility that lies with Gould Lake Outdoor Centre administration. Ultimately, the goal is to create groups that provide each student the opportunity to meet new people and each group the opportunity to develop in an environment that is safe and equitable to all. To ensure these philosophies are upheld, no guarantee will be made concerning with whom students will be tripping.

### **PHOTOGRAPHS**

Each December we host a video slide show highlighting the previous summer's programs. We also produce brochures and posters to promote our programs within our community and maintain a website, X (Twitter) and Instagram account. For that reason, we take numerous photographs during the summer, as nothing speaks more clearly than photographs of students enjoying the wilderness. As part of the registration process, we ask for your consent to use photos or video of your child for these purposes.

### **GRADING AND ASSESSMENT**

Please note that if a grade is refuted and is re assessed by the Outdoor Education Consultant the grade may change negatively or positively in the student's favour.

Thank you,

*Nate Zahn*

Outdoor Education Consultant  
Gould Lake Outdoor Centre

**PROGRAMS / PROGRAM PREREQUISITES / TOTAL COSTS FOR 2024**

Program	Minimum Prerequisites	Total Cost (taxes included)
Nature Camp (NC)	Senior Kindergarten graduate (max grade 3)	\$ 257.00
Outdoor Escape (OE)	Grade 6 graduate	\$ 325.00
Girls Adventure Program (GAP)	Grade 7 graduate (identified females only)	\$ 480.00
Quest (Q)	Grade 7 graduate	\$ 480.00
Outreach (OR)	Grade 8 graduate	\$ 790.00
Outdoor Pursuits (OP)	Grade 9 graduate Completion of Outreach <i>or equivalent</i>	\$ 1100.00
Outdoor Skills (OS)	Grade 9 graduate Completion of Outreach <i>or equivalent</i> Recommended to have completed OP prior to taking OS	\$ 975.00
Wilderness Instructor Course (WIC)	Grade 10 graduate Completion of OS and/or OP <i>or equivalent</i> ORCKA Canoe Tripping Level 1 <i>or equivalent</i> ORCKA Moving Water Canoeing Level 1A <i>or equivalent</i>	\$ 1200.00
Kayak Instructor Course (KIC)	Grade 10 graduate Completion of OS and/or OP <i>or equivalent</i> ORCKA Canoe Tripping Level 1 <i>or equivalent</i> ORCKA Flatwater Kayaking <i>or equivalent</i>	\$ 2100.00
Winter Camp	Graduate 10 graduate Completion of OS or OP	\$215.00

*Please contact the Gould Lake office for prerequisite equivalencies.*