



**GRANITE SCHOOL DISTRICT
MILL HOLLOW OUTDOOR EDUCATION CENTER**

GENERAL INFORMATION & POLICIES

The Mill Hollow Center is nestled in a secluded alpine canyon approximately sixty miles southeast of Salt Lake City on the south rim of the Uinta Mountains at an elevation of 8,900 feet. The nearest community is Woodland, which is fifteen miles away.

ACTIVITIES

Educational programs during the day are designed to actively involve students in outdoor learning activities, wildlife observation and nature trail hikes. Qualified teachers provide students with unique learning opportunities in various subjects including plants, animals, geology, ecology, astronomy, and the environment.

Local history comes alive for students as they pan for "gold" in a creek near the center, or learn about Native Americans while sitting next to a tepee located in a nearby meadow. A visit from our Mill Hollow Mountain Man helps students learn how the mountain men played an important part in opening the American West to our expanding nation.

Recreational activities during the evening hours include campfire programs (singing and skits), crafts, volleyball, horseshoes and ping pong along with other games and sports. Sports equipment and games are furnished at the Center. In case of inclement weather and during some evenings, indoor activities are provided which include educational films and other appropriate movie entertainment.

Note: Fishing is only allowed if planned as part of each school's program and an adult supervisor is available to accompany the students. Students provide their own poles and other materials for fishing. Fishing licenses for students under 12 are not required if the adult supervisor has one.

HOUSING, TRANSPORTATION, FOOD & SPECIAL MEAL REQUESTS

Boys and girls stay in separate, modern cabins equipped with bunk beds and covered mattresses. Qualified adult supervision is provided both during the day and night. Each cabin has modern restroom facilities located inside. Transportation is by Granite District busses. Convenient departure and return locations are arranged and are typically at the students' school. Meals are prepared by the expert staff in the kitchen and served in the cafeteria at the Center. Arrangements can be made for most medically necessary special diets by submitting a Special Meal request (with medical authorization) to the Bates Food Center by the end of May or no later than three weeks prior to your child's departure to Mill Hollow. Forms are available at your child's school, the Mill Hollow office or on-line at www.granitepeaks.org

FEES

Tuition is \$65.00 per student for a three day/two night stay. This fee covers food, transportation, housing, supervision and instruction. Full or partial fee waivers are available for eligible students; please apply through your child's school. **Insurance** is \$1.05 for a 3 day/two night stay. If your student is not adequately covered through another source, insurance may be purchased through Granite District. Please include this fee when registering. Note: This insurance fee is not eligible for fee waiver.

MEDICATION

Most children who require medication do not need to have it administered during school hours. However, Mill Hollow is a continuous 3 day 2 night program which means there are some students who will need us to distribute their medication.

Every precaution must be taken to ensure that medication is administered accurately. Students that need to take medication (whether prescription or over-the-counter; i.e., aspirin, Tylenol, Benadryl, etc.) while at Mill Hollow, must have a completed "Medication Authorization" form filled out and **signed by a parent or guardian AND a physician**. We cannot dispense medications without this signed form. The forms are available through your school, the Mill Hollow office or on-line. Please note: Students have been and will be turned away at the bus without proper documentation for their medication.

Medication must be sent in a currently labeled prescription container or original packaging. Please place the medication container in a re-closeable plastic bag, write the student's name and school on the outside of the bag and attach or enclose the permission form. On the day of departure, give the medication and permission slip to the teacher in charge. Please do not send or fax the completed form to the Mill Hollow Salt Lake office; it must be on site at the Center with the teacher in charge of the student group.

Under no circumstances may a student be in possession of any drug or other controlled substance. Exception: Parents who request that their student carry their own epi- pens, insulin, or asthma inhalers; this must be indicated on the Medication Authorization form with required signatures.

State law prohibits teachers or Mill Hollow staff from administering medication of any kind without this completed permission form; therefore, if the form is not with the medication it will not be dispensed. Mill Hollow is a school and state laws apply.

REFUNDS

To request a refund, please call the Mill Hollow Office Mon-Fri, 8 a.m. to 4 p.m. at 385-646-4668.

- Full refunds are issued if cancellation requests are received by May 31st.
- Partial refunds of \$45.00 will be issued if cancellation requests are received between June 1st and 2 weeks prior to students' reservation date.
- No refunds will be issued if cancellation requests are received within 2 weeks of, or after the students' reservation date.

TRADING POST

The Trading Post has a variety of items that are available but not necessary to ensure your student has a memorable outing. Please do not send large amounts of money. If money is sent, small bills are preferred. Vending machines take \$1.00 bills. Logo T-shirts, water bottles & mugs, crafts items such as boondoggle, necklace beads, leather bracelets, etc.; personal items such as toothpaste, toothbrush, combs, deodorant, etc.; publications such as The Songbook, Nature Trail Guide, and Animal & Bird identification booklets; and other items are available at nominal prices. NOTE: We sell disposable cameras but we do not sell film or memory cards for other cameras.

TEACHING STAFF

Certified teachers from Granite School District help students discover, explore, and learn about the natural wonders found in the world around them. The beautiful alpine meadows and forests become their classroom in the out-of-doors. **VOLUNTEERS:** Parent volunteers may be used (in moderation) during the *Fall* program when/if Mill Hollow staff is limited. Please make arrangements with the Group Leader at your school and obtain a volunteer application from your school principal. All volunteers must have an approved background check through Granite School District Human Resources. The \$45.00 processing fee is paid by the volunteer at the time of fingerprinting (cash only). We encourage volunteers to apply early as approvals may take 3 weeks to 3 months or more clear.

WHAT TO BRING

Summer Program When schools are not in session (June-August). During the month of May, your child's school should provide a detailed list of what to pack for Mill Hollow *and* a letter indicating when and where your student should meet the bus. Please contact the school if your child has not received these two letters by the end of May.

Fall Program When school is in session (late Aug-September). Schools will distribute the packing list and other information to students that have registered for Mill Hollow as their departure time nears in the fall.

LOST AND FOUND

Clothing and personal items should be well marked with first initial & last name.

Items lost or left at the Mill Hollow center generally arrive in the Salt Lake office 1 week after the student's stay. Please call 385-646-4668 to see if the item has been turned in. Found items will be held for one month and then donated to charitable organizations. Bus drivers should give items that were left on the bus to the teacher in charge to be placed in the school's lost and found. Please contact the school where your student was dropped off for these items. Custodial staff should be on location over the summer. Also note that if your school shared a bus with another school, items may have been mistakenly unloaded at the other school. Call the Mill Hollow office for more information on other schools that attended during the same time.

REMINDERS

- Please make a note of your child's Mill Hollow dates where you can easily find it after the schools have closed for the summer.
- If you have a Special Meal request, make sure the complete paperwork has been submitted to the Bates Food Center by the end of May or no later than 3 weeks prior to the student's reservation. These forms require medical authorization.
- If your child requires medication while at Mill Hollow, complete the Medication Authorization form and give it to the teacher in charge on the day of departure. This form requires medical authorization with a physician's signature.
- There are no refunds for students who forget their reserved dates and miss their trip or for those who call for a refund within 2 weeks or less of their scheduled trip.

If you have any questions or concerns, please call the Mill Hollow office at 385-646-4668, Monday-Friday, 8:00 a.m.-4:00 p.m. Please leave a detailed message if we have stepped out of the office or are on another line and we will call you back.

CONTACT YOUR SCHOOL FOR SCHEDULED DATE OF ATTENDANCE.

Forms are available at your school, the Mill Hollow office or on-line.