

D.C. Everest School Forest Facility Use Rules and Procedures

It is the responsibility of the group leader of each user group to inform all participants of these rules and procedures.

1. By order of the Fire Department, all cars must be parked in either the visitor or staff parking lots. No cars are to be parked in the driveways surrounding the lodge or main camp area.
2. No fires are permitted in the lodge fireplace or in the outdoor campfire ring without school forest staff present.
3. A phone is available for emergency use in the Environmental Center (Lodge). For emergencies, dial 911. Outgoing long distance calls need to be made with a calling card or by calling collect. For questions or problems, call Terry Brand, Community Services Supervisor, 715-627-7653, or Joe Jakusz, Custodian, 355-1896.
4. No smoking is allowed inside the Lodge or anywhere on the school forest property. Alcohol is prohibited. All medications for anyone under the age of 18 must be kept in a locked medication cabinet located in the Lodge.
5. Walking on the ice-covered pond in winter is prohibited. Damage to the natural environment is strictly prohibited. Use of trails must be adhered to.
6. No firearms, pets, fireworks, weapons, skateboards, rollerblades, or motorbikes of any kind are permitted.
7. The D.C. Everest School Forest and the Wisconsin State Health Regulations for Recreational and Educational Camps require the following for **overnight use groups**:
 - a. Maintenance of a 1:10 adult to child ratio during your camp stay. For children 6 years of age or younger, the ratio must be 1:4. Children must be supervised at all times.

- b. The group leader must gather the following information on each participant:
 - name and addresses of all participants
 - emergency contact names and numbers
 - a listing of all persons with known allergies, health conditions requiring treatment, restrictions, or other accommodations.
- c. User groups are required to have a person with CPR and First Aid certification on site at all times.

- 8. A weather alert radio is provided in the main Lodge. The basement is the designated storm shelter.
- 9. The D.C. Everest School District and School Forest staff have the right to terminate any activity, program or behavior and dismiss any person from the facility that is deemed potentially harmful to the participants or facilities or image of the school forest.
- 10. Only those buildings, facilities, and equipment specified as available may be used. Upon the completion of your visit, all facilities and equipment used by your group are to be left in the same condition as they were upon arrival.