



CHALLENGE COURSE

University Inn & Conference Center

UtahStateUniversity

Planning Packet for Group Events





Preparing for Your Challenge Course

***To ensure a fun, safe, and successful Challenge Course experience, meet with your group prior to the event and discuss all of the items in this planning packet.

***All adult participants must complete and sign the *"Adult Participant - Informed Consent Form"* at the end of this packet. All minor participants, under age 18, must have their parent or legal guardian complete and sign the *"Minor Participant - Informed Consent Form"* at the end of this packet. Bring a signed form for each participant to the course on the day of your program.

What to Expect from Your Challenge Course Experience

The program you will be participating in is a low and high initiative program. Initiatives are best defined as *activities that teach*. Many of the initiatives are designed so that participants must solve problems as they go. The facilitators will give instruction when needed, but have been trained to let the participants figure things out on their own as much as possible.

The low initiatives are on the ground or low to the ground and are used to develop teamwork, decision-making, problem solving, communication, and leadership skills. The high initiatives require climbing up to elements that are high off the ground. These initiatives are geared towards personal growth, goal setting, self-accomplishment, and self-confidence. Participants need to come prepared to focus on these aspects.

On most of the high initiatives, participants are belayed by a facilitator on the ground, meaning the two are attached by a rope. When a participant is ready to come down, whenever that is (it is their choice) then the facilitator will slowly lower them to the ground. Everyone participating on the high initiatives course is required to wear climbing harnesses and helmets.

Physical Activity

The activities may require some bending, kneeling, and lifting. Participants should be in fair physical condition. All persons are strongly encouraged to participate, and we will accommodate those with disabilities to the best of our abilities. Please notify the program coordinator in advance of any special needs. Confidentiality will be maintained.

A Learning Experience

Your visit to the USU Challenge Course is more than just a fun activity; there is a purpose for your visit. The Staff will be asking questions throughout the activities, as well as tying goals and objectives in with the different activities. At the end of the program, we will talk as a group about the experiences and lessons learned.

Challenge by Choice

No one will be forced to participate in any of the activities. We believe in "Challenge by Choice." Participants are encouraged to get out of their comfort zone and go *one step* further than they think they can go, however, the choice is up to them.

Policies & Guidelines

For your safety and the safety of all participants, these policies must be followed.

What to wear (and what not to wear):

Please understand, you will not be allowed to participate if you do not follow the dress code.

- Clothing should be loose, comfortable, casual, durable and able to get dirty. Shorts must be knee-length; shirts must have sleeves and cover the midriff.
- Shoes should be fully enclosed, flat heeled, comfortable and suitable for running & jumping.
- Shoelaces must be tied and double knotted.
- No slip-on shoes or sandals allowed.
- All jewelry will need to be removed prior to conducting high initiatives. This includes watches, bracelets, necklaces, rings, earrings, and face and body jewelry.
- Eyeglass wearers should take the necessary precautions to insure their glasses do not fall by removing the glasses or wearing a restraining strap.
- Participants should wear sunscreen and a brimmed hat for sun protection.
- Participants should bring a jacket or long sleeve shirt, as necessary, based on the possibility of inclement weather.

What to bring (and what not to bring):

- Each participant needs to bring their own water bottle, sunscreen, and brimmed hat.
- Because of the choking hazard, gum and candy are only allowed during break times.
- For safety considerations, no alcoholic beverages are allowed on the premises at any time.
- Neither participants nor any other person shall bring onto, or possess on University Challenge Course premises, any animals, pets, weapons, contraband, explosives, fireworks, candles, any flame device or any other controlled substances.

What you agree to:

- No horseplay will be tolerated. Safety is our number one concern.
- For health consideration of others and fire control concerns, no smoking is allowed on the premises at any time.
- Participants must comply with all state and federal laws while on USU Challenge Course property.
- Participants must abide by all policies regarding the use of the premises and follow all instructions of the Challenge Course Staff.
- All participants 18 years of age and over must complete and sign an "Informed Consent Form" prior to participating in any of the activities.
- All participants under 18 years of age must have a parent or legal guardian complete and sign an "Informed Consent Form" prior to participating in any of the activities.
- The USU Challenge Course Staff, Utah State University, and the University Inn & Conference Center reserve the right to refuse service to anyone and to take such action as may be necessary in the event that any participant or the sponsoring group is in violation of any of the forgoing guidelines and expectations.

Goals & Objectives Worksheet

Group Name _____ Event Date _____

Please answer the following questions so that we may effectively plan for your group's specific needs. Share/discuss your goals with your group before your Challenge Course event.

Please return this form at least 5 days prior to your event:

Email: Challenge@usu.edu

Fax: 435-797-0036

Mail: USU Challenge Course, 5005 Old Main Hill, Logan, UT 84322-5005

1. Why are you choosing to participate in the USU Challenge Course?

--

2. Please explain the background and structure of your group.

--

3. How do the participants know each other?

--

4. How long has the group been together?

--

5. How are the participants currently interacting with each other?

--

6. What are some areas of the participant's interactions that need attention (i.e. communication, teamwork, problem solving, cooperation, trust, etc)?

--

7. Has the group ever had any teambuilding experience? If so, where?

--

8. What would you like to gain from your experience at the USU Challenge Course? Please state your specific goals and objectives.

--

9. Please explain any other special requests including participants with special needs.

--

Please note: We cannot address specific religious topics; however, we can address values and certain beliefs. If you have questions about this, please feel free to call so we may discuss the topic.

Driving Directions

Routes

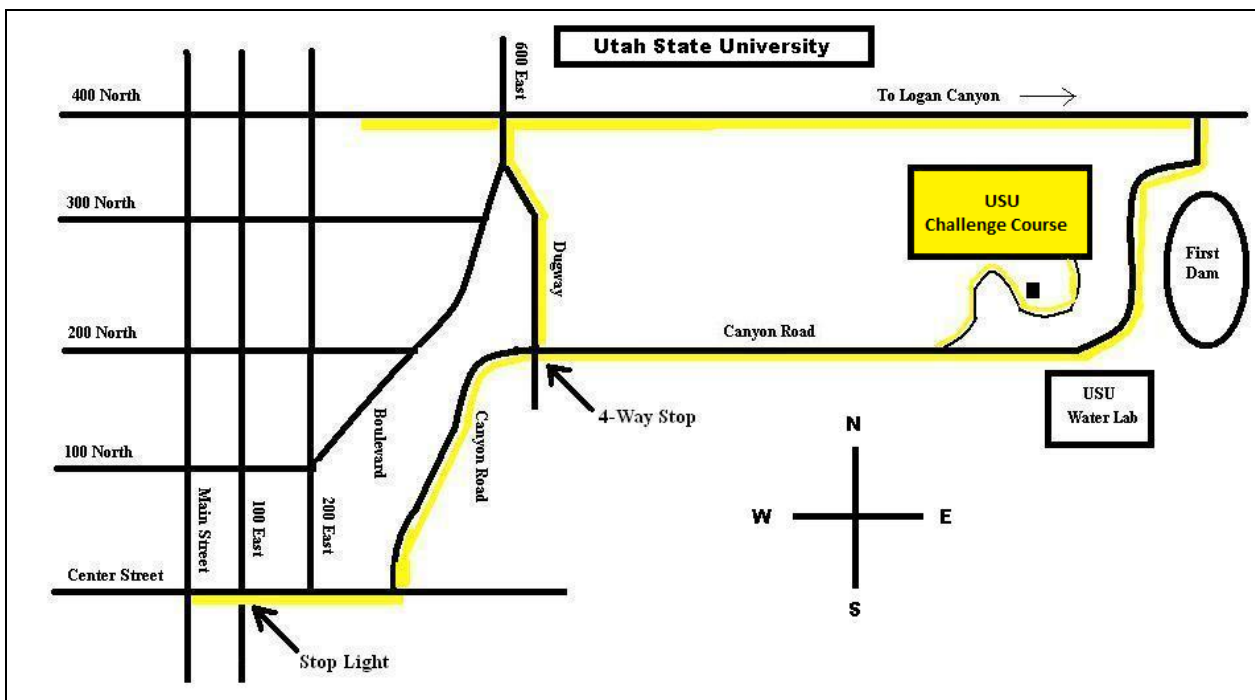
The USU Challenge Course is located in Logan, Utah, just off Canyon Road near the entrance to Logan Canyon. It is approximately 5 minutes from the USU campus and downtown Logan.

Driving Directions - From Logan's Main Street

- Go East on Center Street (towards the nearest mountains)
- Continue on Center through the light at 100 East, and go down a small hill
- At the bottom of the hill turn left onto Canyon Road
- Continue east on Canyon Road, go through the four-way stop
- From the four-way stop go 1.1 miles, you will see the USU Challenge Course sign on your left
- Take the gravel road on your left
- Follow this gravel road past the "No Trespassing" sign and the house
- The road will take you to the Challenge Course parking area

Driving Directions - From Utah State University

- Go East on 400 North (to the Mouth of Logan Canyon)
- You will drive past the Forest Service Station on your right and down the steep hill
- At the bottom of the hill, turn right onto Canyon Road (before you cross the bridge)
- Continue West on Canyon Road and drive around First Dam (heading West)
- Once past the Dam itself go past the Water Service Building (on your left) and follow Canyon Road for less than ¼ mile.
- You will see the Challenge Course sign on your right (hairpin turn right onto gravel road)
- Follow this gravel road past the "No Trespassing" sign, hairpin turn to the right, go past the house. Follow this road to the Challenge Course parking area.





Adult Participant Informed Consent Form

I, the undersigned, being at least 18 years of age, and for myself, my personal representatives, my estate, heirs, and next of kin, and in consideration for the opportunity to participate in the event described below do hereby sign this waiver, release and indemnity agreement. I certify that I have reviewed this agreement and sign it voluntarily of my own free will.

Group Name _____ Event Date _____

Activity Location USU Challenge Course, Logan, Utah

Activity Description Will include both the low course elements and the high course elements

Transportation to and from activity Will be arranged by participants

I understand and certify that I am voluntarily choosing to participate in the Utah State University Challenge Course and will not hold them responsible for known and unanticipated risks and dangers. These risks and dangers include, but are not limited to, falls, falling objects, and unobservable broken equipment or unauthorized use of equipment which could result in damage to or loss of property, illness or disease, physical or mental injury, or death of myself or other persons. I understand injuries that may result from my participation in scheduled or unscheduled activities related to this program include, but are not limited to: cuts, bruises, sprained joints, broken bones, psychological trauma, infection, and death.

Medical Condition: Participant should be free from any known physical or health problems that could prevent participation in the activities associated with the program or activities described above. Listed below are known allergies and medical or physical conditions that may restrict my participation in the program (write none if none):

If these conditions could cause a medical emergency during the program, a medical doctor has to be consulted prior to the program and a written statement must be obtained from the medical doctor stating that the condition should not be a problem during participation in the program. The doctor's statement must accompany this document.

Medical Treatment Consent: Consent is expressly given, in the event of injury, for any emergency medical aid, anesthesia and/or operation, if in the opinion of the attending physician, such treatment is necessary. Participant's medical insurance will be the primary and sole source of coverage for treatment.

Health/Medical Insurance Company _____ Policy # _____

Emergency Contact Name _____ Phone _____

Liability Release: I agree to release, acquit and forever discharge Utah State University, its officers, employees, agents, students, advisors, teachers, volunteers, organizers and others associated with this event from any and all liability, claims, demands, actions and causes of actions whatsoever that I may have, or which occurs in favor of my executor, administrators or representatives resulting from or arising out of my participation in this event. I agree to defend, indemnify and hold harmless all the entities or persons named above from any claim, demand, actions or causes of action whatsoever for any loss, claim, damage, injury, illness or harm of any kind or nature arising from any accident or injury resulting from my participation in this event.

Photography & Video Release: I hereby grant absolute rights and permission to the USU Challenge Course staff and their sponsors to use photographic portraits and/or video footage of me for illustration, promotion or advertising purposes.

I have read and understand the nature of the activity and its inherent risks and I knowingly give consent for participation.

Participant's printed name _____

Participant's signature _____ Date _____

RMS 9-03



Minor Participant Informed Consent Form

This is an Informed Consent Form for Minors, which identifies risks of participating in the Utah State University Challenge Course, and a Waiver and Release for parents/guardians.

Group Name _____ Event Date _____
Activity Location _____ USU Challenge Course, Logan, Utah
Activity Description _____ Will include both the low course elements and the high course elements
Transportation to and from activity _____ Will be arranged by participants and/or group chaperones

I understand and certify that I am voluntarily choosing to participate in the Utah State University Challenge Course and will not hold them responsible for known and unanticipated risks and dangers. These risks and dangers include, but are not limited to, falls, falling objects, and unobservable broken equipment or unauthorized use of equipment which could result in damage to or loss of property, illness or disease, physical or mental injury, or death of myself or other persons. I understand injuries that may result from my participation in scheduled or unscheduled activities related to this program include, but are not limited to: cuts, bruises, sprained joints, broken bones, psychological trauma, infection, and death.

I, _____ (print name of minor participant) acknowledge that I have familiarized myself with the risks and dangers of the USU Challenge Course, I am voluntarily choosing to participate, will follow the rules of conduct, will follow the operating and safety procedures, and will follow any directions given by an authorized University employees.

Signature of minor participant _____ Date _____

Parent/Legal Guardian Waiver & Release

I, the undersigned, the legal guardian of the above named minor, under eighteen years of age, in consideration of participant's participation in a Utah State University Challenge Course, do hereby agree to this waiver and release.

I recognize that participation in a Utah State University Challenge Course program may involve moderate to strenuous physical activity and may cause physical and or emotional distress to participants. There may also be associated health risks. I state that participant is free from any known heart, respiratory or other health problems that could prevent participant from safely participating in any of the activities.

Medical Treatment Consent: Consent is expressly given, in the event of injury, for any emergency medical aid, anesthesia and/or operation, if in the opinion of the attending physician, such treatment is necessary. I agree to be personally responsible for costs of any emergency or other medical care that participant receives. Participant's medical insurance will be the primary and sole source of coverage for treatment. I agree to release State of Utah, Utah State University and their agencies, departments, officers, employees, agents, and all sponsors, officials and staff or volunteers from the cost of any medical care that participant receives as a result of participation in the Utah State University Challenge Course.

Health/Medical Insurance Company _____ Policy # _____

Emergency Contact Name _____ Phone _____

Photography & Video Release: I hereby grant absolute rights and permission to the USU Challenge Course staff and their sponsors to use photographic portraits and/or video footage of this minor for illustration, promotion or advertising purposes.

I further agree to release the State of Utah, Utah State University, their agencies, departments, officers, employees, agents and all sponsors, officials and staff or volunteers from any and all liability, claims, demands, breach of warranty, negligence, actions, and causes of actions whatsoever for any loss, claim, damage, injury, illness, attorney's fees or harm of any kind or nature to me arising out of participant's participation in this Utah State University Challenge Course program. This release extends to any claim made by parents or guardians or their assigns arising from or in any way connected with the aforementioned activities.

I have carefully read and understand the contents of the foregoing language and I specifically intend it to cover participant's participation in the above stated Utah State University Challenge Course.

Printed Name of Parent or Legal Guardian _____

Signature of Parent or Legal Guardian _____ Date _____

Group Check List

This check list is for your use. Do not return this page to us.

Prior to Your Challenge Course Event:

- SERVICE AGREEMENT –Signed & sent back
- DEPOSIT PAYMENT –Payment complete
- PLANNING PACKET –Read through
- CONSENT FORMS –Handed out to participants
- CONSENT FORMS –Signed and collected by leader

3 Days Prior to Event:

- GUARANTEED NUMBERS –Given to the Challenge Course Scheduling Coordinator
- FINAL PAYMENT –Payment complete with Challenge Course Scheduling Coordinator

Day of Your Challenge Course Event:

- Signed Consent Forms –in hand
- Final Payment by Check –in hand (ONLY IF YOU HAVE ARRANGED WITH THE OFFICE TO PAY ON THE COURSE INSTEAD OF THREE DAYS IN ADVANCE AS STATED IN YOUR CONTRACT.)
- Water Bottles –each participant to bring their own
- Sun Screen –for all participants to use