



**JR. HIGH RETREAT  
(GRADES 6-8)  
REGISTRATION PACKAGE**





Jr. High Retreat (Grades 6-8)  
January 18-20, 2019  
@ Muskoka Woods  
Cost: \$140/person



Dear Ministry Partners and Friends:

Here it is- your official registration package for Avalanche! Inside is everything you need to know (though we always welcome questions), like why we have Avalanche and all the details about the weekend. If you're not the person taking care of junior high ministry, then please pass this material to the appropriate person in your church.

## **The Avalanche Vision**

Avalanche is not just another retreat. Avalanche is a missional movement, where each element of the retreat is designed to enhance the other aspects of the weekend, strengthen your local youth ministry and provide opportunities for students to come home.

## **What about our church?**

The churches in the CBOQ are very diverse (in size, ethnicity, tradition, etc.). Regardless of your setting, this weekend can be for you. In fact, even if only the leaders come this year (like a reconnaissance mission), you will experience strategic ministry that will give you training and ideas to take home for use in your local youth ministry.

## **But our church does not have a formal junior high program**

You're not alone! Many churches within our family of churches and across Canada are beginning to recognize the need for formal Junior High Ministry. Avalanche is meant to empower Junior High students in local churches no matter what type of program exists for them in their church (jr. high Sunday school, a full-fledged ministry, a combined program with your high school program, or nothing at all). Avalanche can lead to close relationships among the jr. high students and perhaps the birth of a new ministry within your church! You can contact CBOQ's Youth Ministry team about how to make that happen. Contact Alvin or Matt at 416-620-2946 OR [cboqyouth@baptist.ca](mailto:cboqyouth@baptist.ca)

## **I want to bring our junior high students to Avalanche but don't have the resources or time to organize everything by myself.**

No problem! We've provided you with a comprehensive, self-explanatory registration package. But if you need more support, we can help. We are willing to work with you one-on-one to provide you with a strategy and support system to get your students to Avalanche. Whatever obstacle lies in your path – communicate it to us and we will help clear the way so you and your students can get to Avalanche and enjoy the life changing presence of God during this weekend!

## **The Avalanche Team/Small Group Approach**

Regardless of the size of your ministry, your church group will be a part of one of 4 teams (Grizzlies, Rockies, Mounties, or Lumberjacks) to help minimize the distinctions between large and small youth ministries. Your group will become a part of something bigger than just your local ministry. We'll assign youth ministries into teams, (along geographical lines if possible). Our team captains (your leader throughout the weekend) are preparing and praying for your group. During team times throughout the weekend, your group will build team unity. Prepare your students to become a part of a greater team spirit! There'll be more details through email ([cboqyouth@baptist.ca](mailto:cboqyouth@baptist.ca)), Facebook ([facebook.com/cboqyouth](https://www.facebook.com/cboqyouth)) and Twitter ([@cboqyouth](https://twitter.com/cboqyouth)).

Small groups are an integral part of Avalanche; this is where much of a student's development and processing about what God is teaching them will happen. Many times, your cabin will be your small group. However, if you already have a small group structure set up, we can make space available for that. Each church is expected to provide leadership for their small group. Some front-loading (preparatory) material will be sent out in the near future to help get you started. Don't let this be a stumbling block. Contact Alvin for additional assistance if you don't have appropriate adult leaders.

## **Slingshot Students and Team Captains**

Our Slingshot Students (formerly known as interns) and team captains form a core part of our staff. Both are opportunities for young adults to learn about ministry from a different perspective, to serve within their giftedness and to stretch their personal growth. If you know anyone that may be interested, applications are available at [cboqyouth.ca/slingshot](http://cboqyouth.ca/slingshot) and [cboqyouth.ca/teamcaptain](http://cboqyouth.ca/teamcaptain)



## Group contracts

We're replacing our CBOQ waiver form with a group contract. Rather than having all your students and leaders complete another waiver form, your church would sign a contract as part of your registration detailing expectations from both your church and CBOQ. (See the contract further in the registration package.)

We expect that Avalanche will fill up quickly, so please do not delay in making preparations for your young people. There are deadlines that must be met as we work to plan the best possible weekend possible to serve your youth ministry.

Please read all the enclosed information. If you have any questions, do not hesitate to call Alvin to discuss your unique registration situation. We look forward to serving you through all we do regarding this event.

Serving You in Christ's Name,

The Avalanche Team

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# REGISTRATION PROCESS

## BEFORE YOU REGISTER

Make sure the following items are in this package. If anything is missing, please call/email Alvin.

- a. registration form
  - b. promotional flyers (**Note:** Feel free to produce your own brochure with our content.)
  - c. confirmation form
  - d. Muskoka Woods restricted diet checklist
  - e. CBOQ group contract
  - f. Muskoka Woods waiver form (for students and leaders)
1. Read this package and be familiar with its contents.
  2. Pray for everything leading up to, during and after Avalanche. Praise God in advance for all He will do.
  3. Promote Avalanche to your junior high ministry.
  4. Reproduce the flyer (if needed) for your students.
  5. Get your registration #s NOW!

## REGISTRATION (starting Tuesday, October 9, 2018)

There are two ways you can register.

### Option 1: Phone and Mail

1. Call 416-620-2946 to place your reservation with the following information (you can register for Blizzard at the same time):
  - a. name
  - b. church name
  - c. phone number
  - d. email address
  - e. group size (including **all** students and leaders).

2. Mail the form and deposit within 2 weeks.

### **Option 2: Online**

1. Register online at [cboqyouth.ca/avalanche2019](http://cboqyouth.ca/avalanche2019). Complete the form and submit either a credit card payment online or send a cheque **within 2 weeks** of registering.

### **Before Avalanche**

1. Mail the completed group contract within 4 weeks of registering.
2. By January 8, 2019, send in your Confirmation details including your EXACT numbers of female/male students and female/male adult leaders.
  - You can use the Confirmation Form to submit your numbers or email your breakdown to the CBOQ team
  - If applicable, submit all “Restricted Diet Checklists” online at [cboqyouth.ca/avalanche](http://cboqyouth.ca/avalanche)
  - Submit the Muskoka Woods waiver form (both students and leaders). Please make 1 copy for yourself.
  - Submit your final payment for your remaining balance either by cheque (can be post-dated latest January 18, 2019) or online at [www.cboqyouth.ca/creditcard](http://www.cboqyouth.ca/creditcard).

### **On the Day (Friday, January 18, 2019)**

1. Before you leave for Muskoka Woods (MW), please text (or call) 416-620-2946 with the following details:
  - a. Your final #s breakdown (male/female, leaders/students).
  - b. Confirmation that all outstanding forms have been completed properly.
  - c. You have the final payment with you (if applicable).
2. When you arrive at MW, send ONE adult leader from your group to complete registration at the main office.

**Note:** Have your group remain in your vehicle(s) until registration is complete.

- a. Hand in your cabin list and any outstanding forms/monies.
- b. You will receive an arrival package (one per registered group) with all the materials needed for the weekend.
- c. After that, a guide will bring you to your assigned cabins, where your students and leaders can settle in.





# CHECKLIST: PRE-EVENT

## Have I ...

- read through the registration package
- promoted Avalanche (e.g. hanging poster, hand out brochures, made announcements, encouraged early registration)
- arranged for enough adult leaders
- registered by phone/mail or online (starting Oct. 9) with deposit (\$40/person).
- Sent in completed group contract
- arranged transportation to and from Muskoka Woods
- made sure every individual has completed Muskoka Woods waiver form (and dietary checklist if applicable)
- Sent in the Confirmation details, Restricted Diet Checklist, all permission forms and final balance payment before Jan. 8

Yes? Then you're ready! Head up to Muskoka Woods!



# THINGS YOU NEED TO KNOW!

## Cost and Financial Assistance

Avalanche this year costs \$140/registered person by **January 17, 2019** including a non-refundable deposit (\$40/person) due with your registration form. On or after Jan. 17, it will be \$185/person. (NOTE: There will be a \$20 charge for any NSF cheques.) If your numbers change, you may “sell” or possibly “buy” spots for your ministry.

A price is not on the poster or brochure since you may wish to subsidize or include other costs e.g. transportation, for your students. We will invoice you with the appropriate total. Though some believe this is too expensive, we can provide various fund-raising and money management ideas, and offer financial assistance to those who are eligible. Contact Alvin for details.

## Cancellation Policy

If you make your reservation before **January 7, 2019**, you can cancel your group reservation within 2 weeks of the original reservation without penalty.

For example, if you make a reservation on Nov. 13, you can decrease number of reserved spots or cancel your group reservation before Nov. 27 without penalty. However, if you decrease your reserved spots or cancel the group reservation afterwards (in the example, after Nov. 27), your church group will be responsible for the deposit of \$40/person (unless we can sell your spots). Any reservations made after Jan. 7/19 will automatically be subject to the deposit fee. Any cancellations on or after Jan. 17/19 will be subject to the ENTIRE registration fee of \$140/person. Increase in numbers is permitted without penalty, subject to availability.

## Group Leaders

You'll need at least 1 leader per 7 students (max.) of the same sex (e.g. 1 female leader for 5 female students, 3 male leaders for 18 male students) who has been **screened through your church's child protection policy**. These group leaders will also be your small group leaders and cabin leaders. Small group material will be given to your assigned group leaders in advance. Group leaders should be at least 20 years of age.

## Promotional Materials

Along with the brochure and poster, you can find last year's Avalanche video on YouTube ([youtube.com/cboqyouth](https://youtube.com/cboqyouth)).

## Transportation

It is recommended to utilize a transportation company (e.g. school bus company) to drive to and from Avalanche. If you do use personal drivers, we suggest no person under the age of 25 drive to this weekend (be sure to check with your church's insurance policy regarding volunteer drivers). If you're interested in sharing transportation with other ministries, please contact Alvin after **November 12, 2018**.

## Permission Forms

Included in this package are a CBOQ group contract and a Muskoka Woods waiver form for both students and leaders. Each church is required to have their own waiver forms. To help streamline the process, you can add the MW waiver form to your church's waiver form. E.g. If you use a digital waiver, ensure the entire text of the MW waiver is added to your own so the 1 signature covers both. If you use a hard copy, photocopy the MW waiver onto the other side of your own waiver. In either case, you will need to submit the MW waiver with a signature shown. For further assistance, contact Alvin ([alau@baptist.ca](mailto:alau@baptist.ca), 416-620-2946).

## Meal Times

Mealtimes will be in 1 of 2 cafeterias. Each team will be seated together. If anyone in your group has any dietary allergies, is a vegetarian, etc., please complete the **Restricted Diet Checklist** form and email it to Alvin by **January 8, 2019**.

## Sessions

All students and leaders are expected to attend all sessions. Students who are ill, or otherwise unable to attend, must have the permission of their group leader, who will also be responsible for those students while they are away from group events.

## Lights Out

Lights out – 12:30 a.m. While this sounds late, this tends to be the reality with a late start time on Friday night. After 12:30 a.m. all students must remain in their cabins or have permission to use out of cabin bathroom facilities (no more than two students at a time).



# THE FINE PRINT

## **Security:**

For the safety and continued success of Avalanche retreats and Muskoka Woods, security protects you and your students from undo danger, and protects the program at Avalanche and the many amenities at MW. The Avalanche team understands how important it is for young people to have fun. It is our desire to maximize your fun and protect the fun of others, by insisting on your adherence to the established rules (see next page). They are not harsh, nor do we want to emphasize any of them on the weekend. We simply ask for your co-operation.

## **Group Leaders:**

Please note that you will be wholly responsible for the behaviour of your group, and that we reserve the right to send students and leaders home at any point during the weekend if we deem it necessary to the continued success of Avalanche. Each primary group leader must be in full control of their students and leaders during the weekend. In past incidents, we have had needless security issues because leaders do not take their cabin responsibilities seriously. Negligent students and leaders will find their groups fined for negligent behaviour, particularly if vandalism or breakage is an issue. Full replacement and repair costs plus a fine of \$100 will result.



# RULES

- No drugs, alcohol, weapons, fireworks (or other explosives) or any other illegal substance or object. Violation of this will result in immediate expulsion from the retreat.
- No pets.
- No males in female cabins or vice versa – this includes leaders. Women leaders can care for female cabin issues, and men for male cabin issues. The only exception is the nurse or doctor appointed by CBOQ. Violation of this will result in immediate expulsion from the retreat.
- While students may choose to bring portable devices (e.g. cell phones), please note we will not be responsible for lost, stolen or damaged electronic devices. There will also be restrictions on when these devices may be used.
- WiFi service will NOT be available.
- No water balloons or other projectiles.
- No use of any type of vehicle during the weekend.
- Students and leaders are expected to stay on site except for emergencies. Students may only leave the premises earlier if his/her parent/guardian comes to pick them up at the Muskoka Woods main office. The tuck shop can provide for sugar emergencies. Cigarette/e-cigarette purchases are not considered emergencies and are not sold on-site.
- Do not use any sporting equipment or facilities at MW except during understood hours and for expressed purpose.
- A smoking area is assigned; no smoking in any other location. No smoking is allowed between curfew and sun-up.
- Attendance is expected by all at all sessions and meal times. If students are ill, the medical staff should be informed. Leaders must accompany students who are absent during sessions.
- Boots and shoes must be removed before entering most buildings at MW.
- Street shoes or boots are not allowed in the gym. Athletic shoes are required for the gym and climbing walls (or climbing shoes).
- After lights out students must be accompanied by a leader outside their cabins.
- Keep doors closed, the heaters will already be set appropriately... they work just fine!
- Breakage must be reported immediately. (e.g. heater problems, toilet problems etc.)
- Breakage as a result of vandalism will result in repair costs and a fine.

- Be considerate of the septic system, we are maxing it out this weekend. i.e. Don't flush unnecessarily and only flush appropriate items like toilet paper.
- No snowboards or hockey equipment.
- Leaders are responsible for their group members at all times.

\* If you have questions about these, please contact Matt Wilkinson ([mwilkinson@baptist.ca](mailto:mwilkinson@baptist.ca) or 416-620-2941).



# REGISTRATION FORM

RESERVATION BEGINS OCTOBER 9, 2018.

For Avalanche 2019, submit this form with your “best guess” reservation numbers by filling in all requested information. In order to guarantee your spots, please send your deposit of \$40 per registrant (cheque or money order made payable to “CBOQ”, or with a VISA/MC) within two (2) weeks:

CBOQ - Avalanche 2019  
5 International Blvd, Toronto,  
ON M9W 6H3

All reservations must be done by the primary group leader. (If your church does not have a group leader, please have your pastor assist you or join with another local church. If that is not possible, contact Alvin.) Regardless, all registrations from a local youth ministry should come in together. We do not need specific names; the contact person and “guesstimate” are enough for now. We require a male leader to accompany any male students (even if only one) and a female leader to accompany any female students (even if only one) with a ratio of 7:1. (For example, if you have 13 male students coming, you must have 2 male leaders.) Please note, all adult leaders must be screened and cleared based on your church’s child protection policy. Before you register, you need to read through the entire registration package.

## GROUP LEADER’S CONTACT INFO:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Church: \_\_\_\_\_

Work #: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_ Home #: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

Email Address: \_\_\_\_\_

Prayer Contact: \_\_\_\_\_ Phone #: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

Email Address: \_\_\_\_\_

**CREDIT CARD GUARANTEE**

Cardholder's name: \_\_\_\_\_ Signature: \_\_\_\_\_

Card #: \_\_\_\_\_ Exp. \_\_\_\_ / \_\_\_\_

**REGISTRATION NUMBERS (NOTE: adult leaders must be 20 years or older):**

	# female adult leaders (at least 1 female leader per 7 female students)
	# female students
	# male adult leaders (at least 1 male leader per 7 male students)
	# male students
	TOTAL

- Please check here if you have read and understood the package, and adhere to the rules.
- Please check here to acknowledge that your church has a current child protection policy in place.

Date: \_\_\_\_\_





# CONFIRMATION FORM

POST-DATED BY TUESDAY, JANUARY 8, 2019

Church: \_\_\_\_\_

Contact Person: \_\_\_\_\_

## Registration Information (NOTE: These must be your EXACT #s):

Female Leaders		Male leaders	
Female Students		Male Students	
TOTAL		TOTAL	(Females + Males)

## Checklist:

- I have adequate leadership for my group (1 same-gender leader for every 7 same-gender students).
- I have read and understood all the rules.
- I am confirming our church has a current child protection policy in effect.
- I have mailed this form with all appropriate Restricted Diet Checklist forms, all permission forms (both student and leader are completed properly) and cheque totalling final balance (payable to CBOQ and can be post-dated by Jan. 18/19).

Please mail all registration information before Tuesday, January 8, 2019 to:

CBOQ - Avalanch 2019  
5 International Blvd.  
Toronto, ON M9W 6H3

Still have questions? Call Alvin at (416) 620-2946.



# RESTRICTED DIET FORM

Please use this form (or submit online at <https://cboq.wufoo.com/forms/2018-retreat-restricted-diet-form/>) to inform MW of any food allergies or dietary restrictions due to medical reasons only; not for preferences.

Group Name: CBOQ Avalanche retreat	
Church Name:	
Dates of Trip: Jan 18-20, 2019	
Name of Guest	Allergy / Restriction

If there is medication that requires refrigeration please bring it to the Main Office or kitchen door.

**Before the first meal**, please visit the Service Supervisor at the doors of the kitchen to introduce yourself and explain your allergy or restriction.

This form can be faxed to Heather Crawford at 705-732-6430 or Alvin Lau at 416-622-2308.

\* Muskoka Woods \* 4585 Hwy 141 \* PO Box 130 \* Rosseau, ON \* P0C 1J0 \* 705-732-4373 \*



# Individual Guest Waiver

The guest group will be responsible to satisfy itself that the participants of any activities have the requisite skill, provided any necessary supervision by responsible persons and see that all individual safety requirements are observed by participants and Muskoka Woods shall have no responsibility for accident or injury.

Without assuming any liability, and in the interests of safety, in the case of any use of any of these special facilities, Muskoka Woods reserves the right, through any of its responsible employees, to insist upon all appropriate safety rules and procedures being observed and upon any degree of supervision it considers advisable being provided by the guest group, and to limit or terminate the use of any such special facilities as it may consider advisable.

In the event that a guest requires medication, X-ray, or treatment beyond that which is possible at Muskoka Woods, the guest group will be charged with the additional expense of transportation and special care. It is the responsibility of the guest group to notify the affected guest's family.

I/We authorize the administration of any first aid treatment necessary at Muskoka Woods, and in the case of medical emergency, give permission to the Physician selected by the guest group staff or sponsors to hospitalize and secure proper treatment for my child as named above. Every effort will be made to contact parents or guardians before such action.

I grant permission to Muskoka Woods and to any third party authorized by Muskoka Woods to use photos, videos or any other recording or reproduction of my child in any medium for use in promotional materials and/or as otherwise seen fit by Muskoka Woods.

For valuable consideration, the receipt of which is hereby acknowledged, the undersigned hereby releases and forever discharges Muskoka Woods, Muskoka Woods Youth Camp Inc., Gwitmoc Foundation and Muskoka Woods Youth Foundation and their respective members, agents, volunteers, employees, officers and directors (the "Releasees") from any and all actions, causes of action, claims and demands resulting from any loss, injury or damage to person or property which has arisen or may arise from any and all use of the Muskoka Woods including any programs or otherwise, unless any such loss, injury or damage may have arisen by reason of the negligence of the Releasees.

The undersigned agrees that any and all actions arising out of this agreement or the use of the Muskoka Woods will be governed by the laws of Ontario, Canada and consents to the exclusive jurisdiction of the courts in Ontario, Canada in any and all such actions.

**\*\*Group members under 18 years of age require the signature of a Parent or Guardian\*\***

**Name of School or Group:**  
**Date of Trip:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
**Name of Participant (please print)**

\_\_\_\_\_  
**Date Signed**

\_\_\_\_\_  
**Signature of Participant**

\_\_\_\_\_  
**Signature of Parent/Guardian (if necessary)**



# CBOQ AVALANCHE-GROUP CONTRACT

**Dates:** January 18-20, 2019 (arrival on January 18 after 7:00 pm and departure by January 20, 1:00 pm)

**Location:** Muskoka Woods

Church/Organization (aka “The Group”) Name: \_\_\_\_\_

Church/Organization Address: \_\_\_\_\_

## **FINANCES AND GUARANTEE:**

- We agree to pay \$140 per person based on the Group’s Avalanche registration form. A \$40/person deposit is required within 2 weeks of the initial registration. This deposit is non-refundable and will be applied to the final bill.
- Cancellations/reductions in numbers can be made without penalty within 2 weeks of the initial registration. Any cancellations/reductions afterward will forfeit the per-person deposit. (If the cancelled spots are “sold” to another group, the applicable deposits will be credited to the balance owing.) Any cancellations/reductions on or after January 17, 2019 will forfeit the entire registration fee per person.
- Increase in numbers is permitted without penalty, subject to availability.
- In the event that CBOQ cancels the event, any monetary reimbursements will be at the discretion of the CBOQ Director of Next Generation Ministries.

## **ADULT SUPERVISION**

- We will provide at least 1 leader per 7 students (max.) of the same sex (e.g. 1 female leader for 5 female students, 3 male leaders for 18 male students) who has been properly screened through the

Group's child protection policy.

- These group leaders will be responsible for our students including overnight supervision and small group discussion facilitation.
- The primary group leader will be at least 20 years of age.

## **GUIDELINES**

- We acknowledge and respect that Avalanche is a Christian Youth retreat that welcomes all young people to life-changing experiences.
- We agree to abide by the guidelines described in the registration package. The signer accepts the responsibility of communicating these guidelines to the Group and will follow through to ensure compliance.
- We agree that a "Muskoka Woods Individual Guest Waiver" will be signed by each individual group member (or their parent/guardian) and will be collected by CBOQ staff upon arrival.
- We agree to have a proper waiver form for both students and leaders as per our child protection policy.
- We agree that all participants coming to Avalanche permit CBOQ reasonable use of pictures or video of any student or leader in the Group in any CBOQ publications (in print, online or other media yet to be invented).
- We are aware that some program activities carry with them the inherent risk of personal injury. We understand and accept these risks.
- We acknowledge that all individuals in the Group are in proper physical condition to participate in program activities.
- We acknowledge that will be responsible to sign a consent for medical treatment and to authorize any physician, dentist or hospital to provide medical assessment, treatment or procedures for any individual in the Group.
- We agree, in the event that an individual in the Group conducts him/herself in a manner that is not appropriate, that person will be dealt with appropriately, including the possibility of immediate dismissal at the expense of the Group.

Any and all actions arising out of this agreement or the use of the Muskoka Woods will be governed by the laws of Ontario, Canada and the Group consents to the exclusive jurisdiction of the courts in Ontario, Canada in any and all such actions. By signing below and in consideration of its attendance at Avalanche,

the Group releases CBOQ and their respective members, agents, volunteers, employees, officers and directors from any and all actions, causes of action, claims and demands (“Claims”) resulting from any loss, injury or damage to the Group or any Individual Group member or their property which has arisen or may arise from any and all use of the Muskoka Woods including any programs or otherwise, unless such loss, injury or damage has arisen as a result of the sole negligence of the Releasees. The Group also agrees to add “CBOQ, Muskoka Woods, Muskoka Woods Youth Camp Inc., Gwitmoc Foundation and Lawrason Bay Foundation” as an “additional insured” on its insurance policy and to forward to CBOQ a copy of the certificate of insurance to that effect.

**SIGNATURES OF ACCEPTANCE:**

The Senior Official or Business Administrator of the organization and the Primary Group Leader are to sign in the spaces provided. The authorized officer for CBOQ will sign and return a copy of the contract to the Group.

As the contact person, I understand and accept the conditions of this contract on behalf of the Guest Group. I accept responsibility for interpreting the fees to participants and seeing that CBOQ receives full payment. I have read this agreement and accept the conditions as listed.

---

(Senior Official or Business Administrator) (sign above)

Name (print): \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

---

(Primary Group Leader) (sign above)

Name (print): \_\_\_\_\_

Date: \_\_\_\_\_

---

(Authorized Signature) CBOQ





**CANADIAN  
BAPTISTS**  
of Ontario  
and Quebec

---

5 International Blvd  
Etobicoke, ON M9W 6H3  
416 622 8600 • [cboq@baptist.ca](mailto:cboq@baptist.ca)  
[baptist.ca](http://baptist.ca)

