

Planning Ski and Snowboarding Education Programs

A Reference Guide for Schools

updated
2021



Acknowledgments

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Disclaimer

This document has been developed to provide guidance for individuals responsible for the planning and implementation of school ski and snowboarding trips. Specifically, it is intended to assist administrators, teachers and service providers in ensuring that procedures are in place to minimize the risks that are inherent in these winter sports activities. The Manitoba School Boards Association does not accept liability or responsibility for any occurrence arising out of the use of this document.



Table of Contents

This manual describes the basic steps in planning and implementing a ski/snowboarding trip that actively encourages the safe participation of students of all levels of ability and experience, while minimizing the risks inherent in these winter sports activities. In addition, it provides basic information about equipment, etiquette, emergency response, and template forms. This Table of Contents will help users locate quickly the specific information required.

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Introduction

Manitoba Schools Insurance (MSI) provides property and liability coverage for Manitoba public school boards. Risk management is a key component of MSI, in the knowledge that proactive measures can ensure a safer environment with fewer losses and injuries. This manual is a risk management initiative intended to assist school ski/snowboarding trip organizers in implementing measures that will make these sports safer than they might otherwise be. The pages that follow outline some of the key lessons and procedures that can keep students and others as safe as possible while enjoying a day on the slopes.

While beyond the scope of this manual, anyone involved in planning such a trip should also be aware of the potential need for supplementary accident insurance for participants. Government medical coverage may not be sufficient, especially in the case of out-of-province or out-of-country trips. Additional medical coverage, whether through an extended health plan, individual student accident insurance policy, or some other program, is strongly recommended. Appendix 9 of this document includes contact information for medical insurance providers.

Finally, some activities outlined in this manual may be restricted due to school board policy. Board policy always takes precedence over this reference guide.



School ski and snowboarding trips

There are three stages to organizing and executing a successful school ski or snowboarding event: pre-trip planning, the trip itself, and post-trip follow-up. This section will outline the main steps and considerations at each of these stages. It also provides information about both emergency planning, and what to do in the event that an emergency actually arises.

This information serves as a guideline for anyone involved in planning a school ski/snowboarding trip. School division policies may set down different rules and procedures, and as always, those take precedence over this manual. On-site procedures may also vary from one resort to the next, although they should all address the key elements described in the following sections.

Pre-trip planning

Careful planning is the best way to ensure a successful school ski/snowboarding trip. Good planning means that everyone involved—students, parents, teachers and supervisors—are fully aware of what is expected of them, their responsibilities, any associated risks, and the rules and procedures which must be followed. It is also at the planning stage that clear communication between the trip organizers and the ski resort occurs, communication that is required if students and supervisors are to enjoy a fun and safe day on the slopes.

Key elements of the pre-trip planning stage are listed and described below. For ease of reference, they have been grouped into three stages: Stage 1 or preliminary planning, which includes initial inquiries and the determination of whether or not the trip will actually happen, Stage 2 planning, which involves those who will be participating on the trip, and Stage 3, in which details are finalized.

Stage 1

Stage 1 or preliminary planning includes those steps that will help the organizer decide whether a ski/snowboarding trip is actually viable—that is, is it allowed, is there a suitable site, can transportation be arranged, is there student interest, are supervisors available, etc. It includes the following steps:

Familiarize yourself with the contents and requirements of any school or divisional policy relating to field trips in general, and ski/snowboarding trips in particular. Remember, local policy always takes precedence over this manual.

Obtain the necessary internal approval(s). Approval may be required from the school principal or the superintendent or another divisional administrator. The correct individuals will be identified in divisional policy. In most instances, trip organizers will be required to complete and submit a division-specific outdoor education excursion form.

Make preliminary arrangements with the resort that will be hosting the planned trip. At this preliminary stage, determine a mutually agreeable date, provide anticipated numbers, and obtain information about rules and procedures relating to the upcoming trip, including orientation materials that can be shared with students, parents and supervisors. As the trip organizer, this is your opportunity to review resort policies and procedures, and to identify any areas of concern, particularly safety concerns. Any such concerns should be discussed with resort management. If, after such discussions, those concerns remain, you may want to reconsider the planned trip. ***Student safety must always be your primary consideration.***

Recruit individuals to serve as supervisors on the day of the trip. Supervisors may include teachers, school support staff, or parents, and may be skiers or non-skiers, depending on their assigned responsibilities. As a general rule, you should look to achieve a supervisor/student ratio of 1:10 for early years, 1:15 for middle years, and 1:20 for senior years, although divisional or resort policy may require something different.

Arrange for transportation for the day of the trip. Transportation may be provided by divisional school buses, commercial carrier, or private vehicle(s), depending on divisional policies and procedures. All students **must** arrive in an authorized vehicle, and sufficient transportation must be booked to allow for this requirement. ***Students who arrive on their own will not be considered part of the school activity.*** Resorts should be asked to turn away any student who arrives at the resort in anything other than an authorized vehicle.



Inform parents/guardians of the planned trip, and obtain their permission. Parents and guardians need to know more than just the date and destination of the planned ski or snowboarding trip; they also need to be fully informed about cost, equipment requirements, expectations regarding student conduct, transportation arrangements, inherent dangers, and anything else that might impact their decision as to whether or not their child will participate. That decision should be communicated by the completion and submission of a parental consent form. This form should include a section for the parent to indicate the student's skill level and previous experience, although the parent's assessment is subject to confirmation and/or change by the resort. A sample consent form is included as Appendix 1 of this document, while Appendix 2 describes the various skill levels. ***Some resorts may require a copy of the completed parental consent forms.***

Stage 2

Once the preliminary planning described above has happened and the decision has been made to go ahead with the trip, it's time for Stage 2 planning. Stage 2 planning, which more closely involves those people (primarily students and supervisors) who will be participating in the actual trip, includes the following.

Orientate students who will be participating in the trip. This orientation will normally take the form of one or more meetings. Ensure that all students are aware of:

- logistical details such as the trip itinerary and transportation arrangements;
- behavioural expectations (including the Alpine Code of Responsibility, Appendix 3);
- evaluation/skill classification procedures;
- on-slope identification requirements, and penalties for modifying, exchanging or tampering with any identifiers;
- ski resort trail and run maps (if possible);
- safety issues; and
- instructional resources that may help students prepare for the trip activities (two such resources, on snowboarding safety and lift use guidelines, can be found in Appendices 6 and 7).

Classroom orientation materials provided by the resort may be useful in this regard.

While all information covered in the orientation session is important, two matters should be stressed.

- *All* students participating in the trip must utilize the buses or other vehicles provided by the school to travel to and from the resort. Students arriving in private vehicles will not be considered part of the school group, and will likely be turned away by the resort.
- One of the major factors contributing to accidents on the slopes is exhaustion (mental and physical). This is borne out by the higher incidence of accidents later in the day. Students can avoid the consequences of exhaustion by taking frequent breaks throughout the day.

Orientate teachers, parents, and other volunteers who will be serving as supervisors on the trip. While some of this orientation may take place in conjunction with the student orientation, described above, it is also recommended that the supervisors meet separately. This will allow the trip organizer(s) to ensure that the supervisors are fully informed of their responsibilities, and also provide a forum for supervisors to address any specific concerns they may have. Potential safety issues (such as students attempting maneuvers beyond their skill level) should be explicitly identified at this meeting.

Students should be grouped by skill level. This grouping is preliminary and subject to change as a result of the on-site evaluation that will occur at the resort, but it is necessary. The preliminary numbers, which will be provided to the resort in Stage 3 planning, below, will help the resort ensure that it has the necessary instructors and other staff on hand on the day of the trip.

Equipment rental needs should be determined. Some students may have some or all of the required equipment, while others will have none. Rental needs are determined at this stage so the resort can ensure not only that it has the necessary equipment at hand, but also that it can organize that equipment to facilitate distribution on the day of the trip. A description of the equipment associated with skiing and snowboarding can be found in Appendix 4. ***Helmets are mandatory equipment for all students participating in school ski or snowboarding activities in Manitoba.***

Stage 3

In Stage 3 planning, details that will help ensure a good experience for all on the day of the trip are finalized. Those details are outlined below.

Final numbers (student and supervisor) are confirmed with the transportation provider(s).

Emergency contact and any necessary medical information relating to each student participant is compiled in a format that will be readily accessible during the trip. This information may have been provided by parents or guardians as part of the consent process, or it may already be on file with the school or division.

Final arrangements are made and information is shared between the resort and the organizer. Details to be confirmed include:

- itinerary;
- arrival procedures;
- final student numbers (including by skill classification); and
- rental equipment requirements.

At this point, the organizer should also confirm how many other students/school groups will be at the resort on the scheduled day, and determine a means of identifying those students for whom the organizer is responsible (e.g. a same-coloured armband for students that are part of the same group).



Trip day

Each resort will have its own specific procedures to be followed by school groups on the day of its ski/snowboarding trip, and these should have been shared with the trip organizer during the planning phase. What follows are general guidelines, which will apply in most locations.

Arrival: The teacher/supervisor will advise the resort reception desk that the group has arrived. Students will remain on the bus or follow previously arranged procedures. Resort staff will board the bus or assemble students to welcome them.

Orientation: Resort staff will explain area procedures, including equipment rental procedures, skills assessment, and lessons. They may also advise the group of current snow conditions, and the number of lifts and trails/runs in operation, etc. Orientation may also include a review of safety issues and behavioural expectations, and departure procedures may be explained at this time.

Outfitting: Resort staff and teachers will take those students requiring equipment to the rental shop, where previously requested equipment will be distributed. The teacher will assist in this process, and may be required to sign the group equipment rental agreement.

Evaluation: Students will be tested to determine their skill classification. Classification will be based on a visual assessment of their performance by a qualified instructor. This assessment may be compared to the classification on the trip consent form, but ultimately the decision belongs to the instructor who is watching the student ski/board. No school program should be organized unless this important aspect is included. Students will be issued with a marker that indicates their level of expertise, which in turn determines the slopes they are able to access. The teacher in charge, along with the resort staff, must emphasize to students that they must not go on slopes or trails beyond their ability. Access to the lifts is provided only after the classification program is complete. No classification will be upgraded over the course of a trip unless the student is reassessed by an instructor.

Lessons: Most ski/snowboarding trips will include a lessons component. Students classified as beginners or novices will take a beginner lesson prior to leaving the beginner area or attempting to navigate any slope without direct supervision. Students who have been identified by an instructor as intermediate or advanced will be taking separate lessons. Most resorts offer intermediate and advanced lessons all day to ensure skill progression, but remember, students must be reassessed before they can be re-classified at a more advanced level.

Supervision: Significant on-slope supervision must be in place for ski and snowboarding activities, as the teacher in charge will not be able to see all of the students at one time. Supervisors must be clear on their duties, which will include circulating to all hills that are in use by the students. Supervisors must ensure that only students who are authorized to be on a particular run or trail are permitted to remain. Any other students should immediately be directed to their correct hill. Ideally, supervisors will be placed at the front and back of each group, to provide appropriate in-the-area supervision.

Identification and Controls Procedures: The teacher in charge will have made contact with the resort operator in the planning phase to arrange and clarify student identification and controls procedure. Each student should be provided with:

- an armband or other distinctive marker that indicates which school group he or she is with; and
- a second marker that clearly indicate his or her skill classification.

Both types of markers must be easily visible from a distance, to assist supervisors in their duties, and should be affixed in such a manner that they are not easily removed or “traded” between students, to enable a student with a lower classification to access a run of greater difficulty or avoid the notice of his or her group’s supervisors. ***If a marker is removable (e.g. an armband), a requirement that all students return their markers along with other equipment may minimize the likelihood of those markers being exchanged between students.***

Supervisors should also be outfitted with the same armband or marker as students in the school group for which they are responsible. In addition, they should be provided with a an additional marker, such as a coloured vest, that indicates their supervisory role.

Post-trip follow-up

After the ski or snowboarding trip has concluded, some follow-up is appropriate. Some of that may be dictated by school or divisional policies. For instance, the organizing teacher may be required to submit a report to the principal or school board about the trip in general, or certain aspects, such as any disciplinary issues that arose, or recommendations for future trips.

In addition to any such required reports, it is strongly recommended that:

- the resort be provided with an opportunity to share its perspective on the trip (a form such as the one contained in Appendix 5, Sample Resort Evaluation of School Ski/Snowboarding Trip, may assist in this process); and
- any significant concerns, especially safety concerns, be shared with the resort and the school board, in order that they might be addressed and/or factored into the decision-making process regarding future ski/snowboarding trips.

Significant safety concerns should also be brought to the attention of the Manitoba School Boards Association Risk Manager, who will work with school boards and resorts to remediate any problems.

Emergency preparedness and management

Emergency action plan

Emergency preparedness means planning for possible situations where something goes wrong. In order to be prepared, it is mandatory that the teacher in charge of any ski/snowboarding trip have an emergency plan. This plan will identify available, local medical resources, and clearly explain how to access them if a serious injury situation arises. The teacher in charge will consult with the resort to ensure that in the event of an accident, resort staff are prepared to care for the injured and act quickly to prevent further injuries.

Steps in developing an emergency action plan

Identify potential emergencies: Personal injuries, transportation difficulties and sudden storms should be at the top of the list when determining what could go wrong.

Review facility and equipment: Review equipment and training of staff (resort and on-site school staff, such as teachers and other supervisors) to determine any potential shortcomings or problems. For example, determine how outside help could be brought to an accident scene, or how an accident victim could be evacuated.

Formalize and review regularly your emergency action plan: The action plan must cover what needs to be done before an emergency (i.e. developing procedures and training the appropriate people), what needs to be done during an emergency (i.e. bringing in equipment), and what must be done after an emergency (i.e. communications and reporting). But an emergency action plan is never complete, and neither is the training of staff and volunteers. Ongoing testing of the plan through drills, incident reports, and evaluations will lead to refinements. This will ensure that the plan continues to meet the needs of staff and students, and the continued safe operation of programs.



In case of injury

As mentioned earlier in this document, skiing and snowboarding are sports that carry with them inherent risks, and despite everyone's best efforts, accidents sometimes happen. If an accident does occur that results in an apparent injury, here are some things to keep in mind.

- Act quickly. If you witness an accident, time is precious.
- Your first action is to prevent further injury to yourself and others. The international signal for an accident is a pair of crossed skis approximately 10 meters uphill from the accident site. This tells others to avoid the area and signals the patrol. If the injured person is lying in an area that is not easily seen from above (such as the landing of a jump) send someone at least 10 meters uphill from the accident scene to divert traffic.
- Send someone to notify the ski patrol or an employee.
- While waiting for assistance, clear the area. Do not move the injured person. Do not give the person anything to eat or drink, even if they ask for something. If people stop to help, indicate that you have notified the patrol and ask them to move on down the hill. Do not remove skis, snowboards or boots.
- Once the patrol arrives, they are in charge. Spectators are not welcome at an accident scene, so, ask the patrol if you can be of any more assistance. If not, please leave the patrol to do their job. In case of a collision, or if you witnessed the accident, wait at the bottom of the hill to give a statement to the patrol once they are finished with the injured person.
- If the injured individual is a member of your school group, begin implementing your emergency action plan (e.g. notifying the school) as soon as your assistance is no longer required at the accident scene.

In the event of an accident resulting in personal injury, the Manitoba School Boards Association Risk Manager and the MSI insurance broker should be notified as soon as possible after the event.



Appendix 1

Consent form

(School name) is arranging a student skiing/snowboarding trip to (name of resort). A signed form is required for all students who wish to participate in this outdoor recreation and education program. It must be completed by the parent or guardian of a student under 18 years of age, or the student him or herself, if 18 years of age or older.

Acknowledgment of Inherent Risk

Skiing and snowboarding are physically demanding sports with inherent risks which are beyond the control of (name of resort) and (name of school division). Falls, collisions and other incidents may occur and cause injury. Skiing/snowboarding equipment is designed to minimize such risks, but it does not eliminate them. Skiers and snowboarders assume these inherent risks and dangers.

Alpine Responsibility Code

The Alpine Responsibility Code (attached) was developed by the Canada West Ski Areas Association and the National Ski Areas Association. The Alpine Responsibility Code is being followed by (name of school). All skiers/snowboarders must know and obey it. Skiers/boarders must always be in control. (Name of resort) may revoke a lift ticket for violation of the code or other unacceptable conduct.

Skills Classification

The skill levels of all skiers/snowboarders are assessed as one of novice, beginner, intermediate, or advanced. A description of each of these levels is attached. On the basis of these description, categorize your child's skill level as:

	Novice	Beginner	Intermediate	Advanced
Skier:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Snowboarder:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

By signing this consent form, I give permission for (name of student) to participate in the snow education program to be held at (name of resort) on (date). Further, we acknowledge that (a) we have read and understood all warnings contained herein; (b) any information we have provided is, to the best of our knowledge, complete and accurate; and (c) we agree to adhere to all rules and procedures associated with this trip.

Signature of Student: _____

Signature of parent/guardian (if student is under 18 years of age): _____

Date: _____

This information may be duplicated and shared with (Name of resort)

Appendix 2

(to be included with the Appendix 1: Consent form)

Skier/snowboarder classification

All students must be classified according to the following plan. These stages are consistent with the operations of all C.W.S.A.A. and N.S.A.A. Resorts in North America. The classifications must appear on the Parent Consent Form and be checked off by the parents. Parents should understand that these classifications will be verified by a professional skier/snowboarder prior to the student skiing/boarding.

Novice: The student has never skied/boarded before.

Beginner: The student has skied/boarded a few times before and has experienced and maintained control on a number of novice hills. He/she can stop and turn with some success. This classification is indicated by a green circle.

Intermediate: The student has skied/boarded on many occasions and has experienced a variety of hills and different ski/board areas. He/she can turn and stop under control using recognized formal techniques. This classification is indicated by a blue square.

Advanced: The student is an experienced and competent skier/boarder. He/she has received formal instruction, knows and understands the Alpine Responsibility Code and can demonstrate ability at an advanced level. Such students can be called upon to assist in the program. This classification is indicated by a black diamond.

Freestyle terrain: Freestyle terrain may contain jumps, hits, ramps, embankments, fun boxes, jibs, rails, half pipes, quarter pipes, snow cross, freestyle bump terrain and other constructed or natural terrain features. Freestyle skill involves maintaining control on the ground and in the air. Only students with an advanced rating will be allowed to use Terrain Parks or Halfpipes. This classification is shown by an orange oval, which indicates "Varied Freestyle Terrain."

Under no circumstances will a student be given an upgrade to the next level without an evaluation by and approval from a qualified instructor.

Appendix 3

(to be included with the Appendix 1: Consent form)

Responsibility codes: Alpine and Cross Country

Alpine Responsibility Code

1. Always stay in control. You must be able to stop, or avoid other people or objects.
2. People ahead of you have the right-of-way. It is your responsibility to avoid them.
3. Do not stop where you obstruct a trail or are not visible from above.
4. Before starting downhill or merging onto a trail, look uphill and yield to others.
5. If you are involved in or witness a collision or accident, you must remain at the scene and identify yourself to the Ski Patrol.
6. Always use proper devices to help prevent runaway equipment.
7. Observe and obey all posted signs and warnings.
8. Keep off closed trails and closed areas.
9. You must not use lifts or terrain if your ability is impaired through use of alcohol or drugs.
10. You must have sufficient physical dexterity, ability and knowledge to safely load, ride and unload lifts. If in doubt, ask the lift attendant.

Know the Code. Be safety conscious. It is your responsibility.

ALPINE RESPONSIBILITY CODE



THERE ARE ELEMENTS OF RISK THAT COMMON SENSE AND PERSONAL AWARENESS CAN HELP REDUCE. REGARDLESS OF HOW YOU DECIDE TO USE THE SLOPES, ALWAYS SHOW COURTESY TO OTHERS. PLEASE ADHERE TO THE CODE LISTED BELOW AND SHARE WITH OTHERS THE RESPONSIBILITY FOR A SAFE OUTDOOR EXPERIENCE.

- 1 Always stay in control. You must be able to stop, or avoid other people or objects.
- 2 People ahead of you have the right-of-way. It is your responsibility to avoid them.
- 3 Do not stop where you obstruct a trail or are not visible from above.
- 4 Before starting downhill or merging onto a trail, look uphill and yield to others.
- 5 If you are involved in or witness a collision or accident, you must remain at the scene and identify yourself to the Ski Patrol.
- 6 Always use proper devices to help prevent runaway equipment.
- 7 Observe and obey all posted signs and warnings.
- 8 Keep off closed trails and closed areas.
- 9 You must not use lifts or terrain if your ability is impaired through use of alcohol or drugs.
- 10 You must have sufficient physical dexterity, ability and knowledge to safely load, ride and unload lifts. If in doubt, ask the lift attendant.

**Know the Code - Be Safety Conscious
It is Your Responsibility**



10/05

Cross Country Responsibility Code

1. Always check posted trail conditions.
2. Ski in indicated direction and obey all posted signs and warnings. Keep off closed trails.
3. Always ski to right when meeting on-coming skiers and when skiing on double track.
4. Yield the track to faster skiers and skiers calling 'track'.
5. Ski in control. On two-way trails descending skiers have right-of-way.
6. Do not stop where you obstruct a trail or are not visible to others. Move off the track quickly if you fall or during rest stops.
7. Do not litter. Take out what you pack in. Respect all property.
8. Report any incidents or concerns to staff.

Know the Code. Be safety conscious. It is your responsibility.

CROSS COUNTRY RESPONSIBILITY CODE



THERE ARE ELEMENTS OF RISK THAT COMMON SENSE AND PERSONAL AWARENESS CAN HELP REDUCE. REGARDLESS OF HOW YOU DECIDE TO USE THE TRAILS, ALWAYS SHOW COURTESY TO OTHERS. PLEASE ADHERE TO THE CODE LISTED BELOW AND SHARE WITH OTHERS THE RESPONSIBILITY FOR A SAFE OUTDOOR EXPERIENCE.

- 1 Always check posted trail conditions.
- 2 Ski in indicated direction and obey all posted signs and warnings. Keep off closed trails.
- 3 Always ski to right when meeting on-coming skiers and when skiing on double track.
- 4 Yield the track to faster skiers and skiers calling "track".
- 5 Ski in control. On two-way trails descending skiers have the right-of-way.
- 6 Do not stop where you obstruct a trail or are not visible to others. Move off the track quickly if you fall or during rest stops.
- 7 Do not litter. Take out what you pack in. Respect all property.
- 8 Report all incidents.

**Know the Code - Be Safety Conscious
It is Your Responsibility**

Appendix 4

Gearing up

Skis: Skis must be of the proper length and the edges and bases of the skis must be in acceptable condition. Skis are fitted according to the skier's height, weight, and ability level.

Ski Boots: Ski boots need to be comfortable and fit properly. They should be worn with only one pair of socks, and pants should not be tucked into ski boots. The fit should be snug, and the wearer's heel should remain in place when knees and ankles are bent.

Ski Bindings: Bindings hold boots to skis, and are designed to release during a fall. Bindings have a "DIN" setting on them (Deutsche Industries Norm). This number is determined by a technician according to the skier's height, weight and ability level. The DIN setting should not be changed without the help of a professional. These settings are essential to ski safety.

Poles: Like skis, the correct pole length depends on the skier's height. When holding the poles, the skier's elbow should be bent at a 90-degree angle. When used correctly, poles help a skier's stance and balance, as well as create rhythm in turns.

Helmets: Helmets must fit correctly to be of any help, and improperly fitted ones can actually cause injuries. To help ensure a proper fit, toques or other headwear worn under the helmet must not include pom-poms or other, similar decorative elements. Most resorts do not allow the use of non-snow sport helmets such as bicycle or hockey helmets. When purchasing or renting a helmet, be sure that it is a multiple impact helmet that meets either the C.E.N. 1077 (Common European Norm,) Snell, or A.S.T.M. (American Society of Testing & Materials) standard. **There is currently no CSA approved ski/snowboard helmet. There is an inherent risk to snow sports as there is in any sport. Helmets can reduce injury, but should be viewed as a secondary precaution. Skiing/riding safely and in control is the first line of defense. All participants must wear an appropriate snow sport helmet for school excursions to ski resorts.**

Snowboard Boots: Snowboard boots have laces, and are soft boots made of leather and nylon. Tying the laces tightly will aid in board performance; it is not acceptable to wear these boots with the laces not done up. Like ski boots, snowboard boots must be comfortable and fit correctly.

Snowboard Bindings: Unlike ski bindings, snowboard bindings do not release when the boarder falls. All boards will be set at a relatively low angle, towards the middle of the board, but this angle can be adjusted upon request. Most resorts recommend the use of a leash to attach the board to the boarder's boot, to prevent a runaway board.

Clothing: Skiers/snowboarders should dress in layers, so they can add or remove clothing as required. Clothing should include a toque (without any pom-poms or similar decorative elements), and helmets should be sized to accommodate that headwear. Sunglasses and goggles protect eyes, and sunscreen is highly recommended. Gloves or mittens are essential, but those made of cotton should be avoided, as they provide little warmth when wet. The same goes for denim; outdoor pants are much warmer. A warm coat and good socks round out the clothing requirements. **Backpacks are not allowed on the chairlifts.**



Appendix 5

Sample resort evaluation school ski/snowboarding trip

School/Division: _____ Date of trip: _____

Teacher in charge: _____

Was the trip well-organized? Yes _____ No _____

If not, what organizational shortcomings did you identify?

Was the level of supervision adequate? Yes _____ No _____

If not, what were the apparent problems?

Did the resort have to reprimand any students or revoke lift tickets? Yes _____ No _____

Were there any complaints by other skiers/boarders over student conduct or violations of the Alpine Responsibility Code? Yes _____ No _____

Would the resort welcome another outing from our school? Yes _____ No _____

General comments:

Signature _____ Title _____

*Please return this completed form to (insert name and address) at your earliest convenience.
Thank you for helping enhance the education experience of our students!*

Appendix 6

Snowboarding safety

Just because you may be able to ski or skateboard doesn't mean you're a good snowboarder. Take some lessons from a certified snowboard instructor and learn how to balance, stop, fall and get back up.

Beginner snowboarders are more prone to injury than advanced snowboarders because they have not learned how to maintain a stable stance on the snowboard and are likely to lose balance and fall. Statistics show nearly 25% of injuries occur during a snowboarder's first experience. However, the percentage of injuries rapidly declines as the rider's skill progresses.

- Take a lesson with a professional instructor. Snowboarding is a challenging sport that is tough to learn on your own.
- Practice on smaller hills before heading to a steeper run and pay particular attention to turning and controlling your speed.
- Boards must have steel edges and industry approved attached bindings. Plastic edged boards will not be allowed at any CWSAA resort.
- Attach your board leash securely. This strap between your leg and the board will keep the board from flying away which could injure you or someone else.
- Leave sufficient space between you and others on the hill.
- No hot dogging. You can get hurt by attempting reckless stunts.
- If you are using lifts, take your back foot out of the binding and push the board along the snow. When getting off the lift, put your back foot onto the board and glide down the ramp. Refrain from loading the lift with both feet attached to the board.
- If you would prefer to carry your board while riding the chairlift, ask a resort representative if this is permissible, as some resorts prohibit foot passengers.
- Factor in the conditions of the snow, steepness of the hill, rocks and trees, etc. Know your environment.
- Wear appropriate clothes to prevent frostbite.
- Above all, follow the Alpine Responsibility Code and enjoy responsibly.



Appendix 7

Sample lift use guidelines

Chair lifts

- Where applicable only those students who received an approval from the resort staff, use lifts other than those designated as beginner lifts.
- All riders must be aware and obey signs posted around the lift loading and unloading areas and along the tow path.
- While waiting for their turn in a lift line, skiers/boarders must refrain from horseplay and prepare themselves for loading.
- When approaching a loading area, obey instructions given by a lift operator.
- Always use the restraining bar on chairlifts that are so equipped.
- Do not rock the chairlift. Remain seated with skis pointed straight ahead.
- Skiers/boarders are never allowed to jump from chairs. In most cases this will result in immediate expulsion from the area by resort staff.
- If a chairlift stops, remain calm and wait until it restarts. In case of an emergency evacuation, remain calm and follow all instructions given by the patrol.
- Do not lift the restraining bar until instructed to do so and then leave the unloading area promptly.

Surface lifts

- When riding a surface lift, always remain in the designated tow path and never zigzag.
- Unload only at designated area unless lift stops and ski patrol instructs you to unload.
- If a rider falls, clear the path immediately, remove skis/board and exit the tow path.
- It is prohibited to ski/board down or through a moving lift line.
- When riding a rope tow, the student must wear appropriate gloves. Long hair must be tied back or covered, scarves are prohibited, and all loose clothing should be tucked in.
- When riding a T-Bar, do not straddle the bar, or attempt to sit down.
- When riding a Carpet lift, always stand facing the top of the hill and refrain from jumping on the belt or interacting with other riders.
- Never sit or lay down on a surface lift.

All skiers/snowboarders must:

- display their lift ticket;
- follow all instructions given by the area personnel;
- behave in a responsible manner;
- be courteous to other skiers/boarders; and
- abide by Alpine Responsibility Code.

Behaviour contrary to the above endangers offenders as well as other users and may result in serious injury. All offenders will lose their ski/snowboard privileges.

Appendix 8

Online resources

Organizations

Ski Canada <http://www.skicanada.org/>

Canada West Ski Areas Association <http://www.cwsaa.org/>

Manitoba Ski Resorts

Asessippi Ski Area and Resort <http://www.asesissippi.com/>

Falcon Ridge Ski Trails <https://www.falconridgeski.com>

Holiday Mountain Resort <http://www.holidaymountain.com/>

Mystery Mountain <http://www.mysterymountain.ca/>

Ski Valley <http://www.skivalley.ca/>

Spring Hill Winter Park <http://www.springhillwinterpark.com/>

Stony Mountain Ski Area <http://www.skistony.com/>

Thunderhill Ski Area <http://www.skithunderhill.ca/>

Equipment /Safety

Lids on Kids <http://www.lidsonkids.org/>

Ski Canada Safety Tips for Parents <http://www.skicanada.org/safety/safety-tips-for-parents/>

Ski Canada Safety on the Slopes <http://www.skicanada.org/safety/safety-on-the-slopes/>

Contacts

Since 1978, the Manitoba Schools Insurance (MSI) Program has worked with the Manitoba School Boards Association to provide comprehensive insurance coverage to over 600 schools. The program continues to provide schools with the best insurance coverages, reasonable and stable pricing and comprehensive risk management techniques.

HUB International is the Plan Administrator of the Manitoba Schools Insurance Program.

To submit an incident online or for any insurance related questions or inquiries, visit the HUB website:
<https://www.hubinternational.com/programs-associations/manitoba-school-boards-association/>