

2019 GUIDE



MANSFIELD SKI CLUB
MULMUR ONTARIO

SCHOOL GROUP INFORMATION AND PROCEDURES

MANSFIELD SKI CLUB

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Our Step-By-Step Guide

Mansfield Ski Club thanks you for booking your winter sports education program. Please read and follow the instructions below to prepare for your upcoming visit. Each supervisor attending the trip should be familiar with the all relevant information contained in this package.

1. **RESERVATION CONFIRMATION** – Please review your confirmation sheet for: Trip date(s); Number of students, Arrival time and daily rates. If there are any changes, please contact our office at 705.435.3838 ext. 238 or groups@mansfieldskiclub.com.
2. **CONSENT FORMS** – Each student must have a “Special Winter Excursion Form/Parental Consent” signed by a parent. OSBIE approved consent forms below:

Note to Parents and Students Appendix 1a - must accompany Appendix 1b Special Winter Excursion Form/Parental Consent Appendix 1b

A copy of the signed parental consent form for each student on the day of the trip. The teacher-in-charge for the day will be asked to sign that they are acknowledging that a signed consent form has been collected for each student attending the trip.

If additional information about school trips is needed, please go to:
<https://skiontario.ca/teacher>

3. FINAL NUMBERS CONFIRMATION & RENTAL FORMS

To allow the Club adequate time to pre-set rental equipment and ensure all lessons are staffed correctly – Final numbers and rental sheets are due no later than 10 DAYS prior to each trip date.

Email all forms and sheets to:
groups@mansfieldskiclub.com

Required Form #1 Final Numbers Confirmation
Required Form #2 Students Ski Rental
Required Form #3 Students Snowboard Rental
Required Form #5 Supervisors Renting Skis or Snowboards

NEW sets of rental forms must be completed for **EACH** visit.
****Please note:** Rental sheets are pre-numbered for skiers/snowboarders and contain formulas – Please do not edit those columns.

Please ensure that you have entered one of the following ability codes for each person, correct information is imperative for proper ski binding release settings:

- **Beginner, (B)** A non-skier/snowboarder, beginner or novice would normally be considered Type I for binding release settings.
- **Intermediate, (I)** -This is a “**Moderate**” skier/snowboarder. An intermediate would normally be considered Type II for binding release settings.
- **Advanced, (A)** -This is an “**Aggressive**” skier/snowboarder. Advanced skiers/snowboarders would normally be considered Type III for binding release settings.

4. OSBIE SCHOOL BOARD / SNOW RESORT SAFETY GUIDELINES FOR OUT-OF-SCHOOL TRIPS FOR WINTER SPORTS EDUCATION PROGRAMS

This document was produced by Ontario School Boards' Insurance Exchange (OSBIE) and Ontario Snow Resorts Association (OSRA). It contains important safety information that you should review with all students and supervisors attending the ski trip. This document can be found at <https://skiontario.ca/doc/English-Ski-Package%202018%20FINAL.pdf>

Plan for Your Trip to Mansfield

ARRIVAL AT MANSFIELD:

- Arrive at your assigned time. A Mansfield Ski Club staff member will join you on the bus & review the Skiers Responsibility Code and safety plan for the day with all students.
- Send a Lead Teacher to the Main Chalet Front Desk to pick up tickets. *Note: Tickets cannot be given out to parents and students who arrive early.* Please be prepared with accurate number of students/teachers. Extra lift tickets must be returned to the Front Desk by Noon for billing accuracy.
- Teachers/Supervisors should meet with a Mansfield Ski Club representative to review the Chaperone Information document. Supervisor Lift Tickets and Armbands are ONLY handed out to Supervisors at the Front Desk. Armbands are important to identify them on the hill to staff and students. All Supervisors will sign a resort waiver and provide a cell phone number to the resort. Armbands must be returned to the Front Desk by end of day. **Schools will be billed \$10 each for any lost or unreturned arm bands.**
- Please unload all students from the bus and proceed to their assigned area inside the chalet for orientation. Lunches and personal belongings can be left in this area (please be tidy).
- After the orientation, students with their own equipment can then proceed to the Ski/Ride test area for level assessment and lesson assignment.
- Students who are renting equipment will have their ticket numbered with the pre-assigned rental number and can proceed to the side door of the Winter Activity Centre to pick up equipment.

Under the guidance of Mansfield Staff; school supervisors will assist students with selecting and fastening their ski or snowboard boots. Street shoes replace ski/snowboard boots on the same rack spot. Once they have their boots, the students will get in line for either skis or snowboards. Mansfield Staff will provide and adjust the appropriate equipment to ensure a safe & efficient process. First time skiers will not require ski poles. Helmets will be provided just prior to heading outside.

- Students with rental equipment will be directed to the Ski/Ride test area for level assessment/lesson assignment or directly to the beginner lesson area.
- Prior notification of any students with special needs would be greatly appreciated so that we may provide a positive experience for all your participants. If required, one on one instruction is available at a cost of \$75/ hour or \$135/ 2 hours. Please contact Dina Riddick, Snow School Director, directly to set up these lessons. She can be reached at 705.435.3838 ext 225 or dina@mansfieldskiclub.com. Lessons should be booked a minimum of 3-weeks prior to your scheduled school visit.

STUDENTS ARE ON SNOW:

1. Students that can competently stop and turn both ways should proceed directly to the Ski/Ride test area.
2. Beginners or students that require more practice to be able to stop or turn will be directed to go to the Ski/Ride learning stations.
3. Green and Orange Sticker Lesson times are posted in the Winter Activity Centre window. It is the responsibility of the student to arrive for his/her lesson on time.
4. Following the morning activity (lesson or stations), students are free to ski/ride on terrain that is appropriate to their skill level. Instructors will place a check mark on all lift tickets at the end of the lesson so that the school supervisor can ensure that the students have attended their lessons.
5. Students wanting to upgrade their sticker level meet at 12:30 p.m. at the Ski/Ride test area on the far side of Hemlock (north side of long carpet lift). Students wanting to upgrade from a GREEN to an ORANGE sticker will be directed to the correct lesson after this assessment.
6. All Students, Chaperones or Staff must follow the Alpine Responsibility Code. Students acting in direct violation of the Alpine Responsibility Code, or students who are stopped after being warned once may have their lift ticket removed and no longer have access to the hill.

The student may be given a warning if they are showing a lack of control for the terrain. "W" will be placed on the lift ticket to indicate that a warning was given.

3 LEVELS OF TICKET COLOURS AT MANSFIELD SKI CLUB:

- **TICKET ONLY** (no sticker) Able to ride ski/ride the beginner trails on the Magic Carpet & Handle tow lifts.
- **GREEN** sticker are able to ride the Magic Carpet, the Handle tow & the Low's chairlift. They are able to ski/ride on Low's run and any run to the south of Low's.
- **ORANGE** sticker are able to ride any lift operating at Mansfield Ski Club, & all terrain including the terrain park, at the school's discretion.

If Students need HELP & are unable to locate their teachers/supervisors, just ask any of the Mansfield Club staff or Ski Patrollers.

NOTE: Students are required to be assessed at each visit as weather/snow conditions may vary. Students may not necessarily receive the same sticker colour on each visit as the safety of the students is always our first concern.

CANCELLATIONS AND CHANGES:

Cancellations due to weather should be made by 3:00 pm the day prior to your visit if possible.

In the event of bus cancellations on the morning of your scheduled visit please notify Mansfield no later than 7:00 am.

For cancellations please contact: 705.435.3838 ext. 238 or groups@mansfieldskiclub.com.

RETURN OF EQUIPMENT & TIDY UP:

Students will return all rental equipment to the Winter Activity Centre. Equipment will be verified prior to a school's departure to ensure all items have been returned. Teachers and Supervisors should be in the Winter Activity Centre to assist students in returning their equipment.

Please tidy up your area in the Chalet before you leave.

A clean up fee of \$250 will be charged to any group who does not comply with clean up policies.

PAYMENT PROCEDURE:

Invoices will be provided on the day of your visit (on most occasions) or mailed within 24 hours.

Payments should be made upon receipt of invoice from Mansfield Ski Club.

Lift Tickets and Rentals are **complimentary** for supervisors at a **rate of one for every 10 paying students**. Supervisors may participate in lessons free of charge. Additional lift tickets will be charged at the rates listed below under Appreciation Bonus Offer.

NOTE: Supervisors wishing to ski or snowboard must be competent on any of Mansfield Ski Club terrain and lifts. Chaperones who are beginners cannot properly monitor the activities of the children while out on the slopes.

APPRECIATION:

Mansfield Ski Club offers one complimentary lift ticket to each supervisor/chaperone so that can return to the resort on a later date during the 2019 season at no charge. This is limited to one complimentary ticket per person, per season and is non-transferable.

We welcome you to bring one guest with you on this date. Guests are responsible for the purchase of their own ticket and no discounts are applicable.

To redeem the complimentary lift ticket you need to contact 705.435.3838 ext. 238 or groups@mansfieldskiclub.com a minimum of **24 hours** prior to your preferred date so that you can be added to the Guest List for that day. When you arrive at the resort, proceed to the Front Desk located in the main chalet to pick up your ticket and sign your resort waiver.

NEW FOR 2019 – BONUS OFFER

Mansfield Ski Club is offering school groups a preferred skiing rate for any parents/student siblings that would like to come up to the Club on their own on the **SAME DAY** as your scheduled school trip. We hope your school can take advantage of this offer. Pricing and details are below:

Adult lift tickets = \$35 (Regular ticket 2018 season \$59)

Student/Youth tickets = \$30 (Regular ticket 2018 season \$42-46)

Ski or snowboard rental package, all ages = \$20 (Regular 2018 season \$39-48)

PLEASE NOTE - All rates are PLUS HST. A resort waiver must be signed upon arrival. Rental and lift tickets waivers can only be signed by a parent or guardian 18 years of age or above. All children must be accompanied by an adult. Exclusive offer tickets are paid for by the individual on arrival and are not included in the school invoice.

SAFETY

One supervisor must always remain in the chalet and will be used as the first point of contact in the event of a student injury. We request that you bring one supervisor with their own transportation in case they are needed to drive to our Ski Patrol Building to pick up a student or transport someone to hospital. We cannot allow a student to leave the Ski Patrol Building without signed permission from a school representative, or a guardian.

If a child has a mild injury, (small cuts, bruises, etc.) they may walk into the chalet looking for assistance. Our Ski Patrol will attend to them in your schools' designated area within the chalet and release them to your care if deemed appropriate.

For more serious injuries, the student will be taken to the ski patrol building. A supervisor will need to meet the student there. The patrol building is located at the bottom of the hill, so you can ski there or drive. The patrol building is located on the 17th Sideroad, the first road north of Mansfield Ski Club; on Airport Rd. Turn left on the 17th Sideroad. The lower parking lot is just past the small bridge.

If the injury is not severe, the child may return to skiing/snowboarding or go to the main chalet for the balance of the day. If the student is to return to the main chalet, we ask that they be transported by road. If you do not have a vehicle available, we can provide transportation.

If the child is to be transported to the hospital, we will call for an ambulance and they will be taken from the patrol building when the ambulance arrives.

HELMETS

Helmets are mandatory for all students and supervisors. Mansfield Ski Club provides rental helmets for all participants. Wrist guards are recommended for all participants especially beginners. Students wishing to try snowboarding for the first time should keep in mind that it is a very physical and demanding sport.

If students bring their own snowboards, the boards must have metal edges and retention straps/leashes. Leashes are available for purchase at our Pro Shop in the Winter Activity Centre.