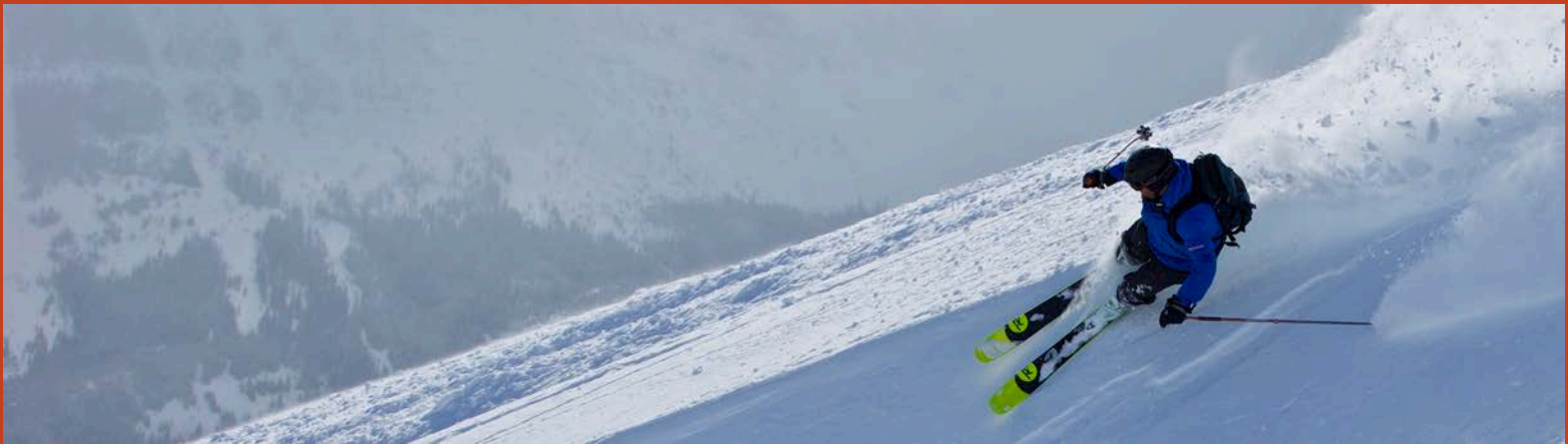




2018-19 SCHOOL GROUP BOOKING





2018-19 SCHOOL GROUP BOOKING PACKAGE

Dear School Group Trip Organizer,

Thank you for choosing Castle Mountain Resort as your school ski trip destination! We agree that the promotion of a physically active lifestyle and teaching the importance of outdoor activities is vital to the health and wellbeing of your students. Our program is designed to mitigate the risks of a ski and snowboard trip and to ensure a great day is had by all! Our staff looks forward to making your day a special..

We want your experienced students to be able to take full advantage of the incredible terrain and snow conditions at Castle Mountain! We have developed a new Afternoon Adventure series of clinics for your experienced skiers and snowboarders who want to get to the top of the mountain with a certified instructor to explore all Castle has to offer.

Everything you need to know to plan and prepare for a successful school trip to Castle Mountain can be found in this information booklet. Please take the time to familiarize yourself with our forms and ensure you have all the information required before you send them to us. Proper and accurate completion of these forms is vital to ensure that our staff scheduling and operational plan for the day are customized to the needs of your group. Please ensure your parents and chaperones have been provided the parent and chaperone information sheet which will keep them informed about the happenings expected at the resort that day. Please take a moment to consider your chaperone plan and how the ASBIE method we use to organize your groups may affect this plan. I and my staff are available to be able to assist you in evaluating your plan prior to putting it in place.

If you have any questions or special requests about our School Group Program, please let us know prior to your visit so we can do our best to accommodate and address these needs.

We look forward to your visit,

Peter Stewart

Director of Snow-Sports School

Castle Mountain Resort

Enjoy your next Mountain Experience



2018-19 SCHOOL GROUP BOOKING PACKAGE

CHANGES FOR THE 2018-19 SEASON!!!!

Beginner GR K to 2 Ski and Snowboard Program for Students in School Groups, **minimum of 12** students required at this age group for this program to book as a kinder group.

This program is provided for Grades K to 2 beginner students, if your school is bringing this age group to Castle this winter we will be using a different format for these grades to focus more effectively on their skill development. These students will need to be grouped separately from grades 3 and up. They will have a separate group of instructors working with this age group. Staff will be leading them through some fun tasks that will help them learn to ski or snowboard more effectively.

The students who are level 2 and higher will proceed to the stamp test and the second lesson as usual but be grouped differently in these lessons.

This kinder beginner group will meet in the day-lodge starting between 9:30am and 9:45am. The lesson will progress from there until lunch time at 12:00pm.

During this process the K to 2 instructor team will be moving through this group once on they are on the moving carpet. Working through these little guys and gals and getting them ready to experience the chair lift. The intent is to progress those that are ready up the chairlift in groups of 3 to 4 and get them rolling on the green chair. It is important that some parent chaperones are available to assist moving these groups of little guys and gals up the chair effectively. This process should be pre-communicated to the chaperones prior to ensure the expectations are understood. The Instructor will then take over once the little group is at the top and assist them with mastering the green chair runs. It may take several runs to get each group confident and some students may prefer to stay on the carpet run which is perfectly fine.

NEW for 2018-19 CMR will require a completed chaperone plan that illustrates how your teachers and parent chaperones will supervise your group throughout the day maintaining your ASBIE ratios. We suggest consulting the ASBIE guidelines for the requirements of such a plan. Additionally this plan must be submitted one week prior to your visit. Please refer to our chaperone information package which details this information. Additionally CMR offers a teacher education session during family week which covers chaperoning methods and how to educate chaperones on their roles and responsibilities. In our chaperone package you will notice a sample plan which is a good starting point for you to keep your group organized and appropriately supervised while visiting the resort.



2018-19 SCHOOL GROUP BOOKING PACKAGE

SAFETY

We have designed our School Program to adhere to the safety guidelines set out by ASBIE through the Safety Guidelines for Physical Activity in Alberta Schools. Accordingly, we have implemented the following safety policies and procedures;

ABILITY ASSESSMENT

On your ticket order form, we request an estimate of how many students you will have in each of the ability levels. Please refer to the Ability Levels chart included in this package.

Students will be required to have their abilities formally assessed by a certified ski or snowboard instructor. All experienced skiers/snowboarders will participate in the Ability Assessment (Stamp Test) as their FIRST RUN of the day. This assessment will determine which lesson will be most appropriate for their ability level. (Beginners will automatically participate in an introductory lesson)

LIFT ACCESS

The Safety Guidelines for Physical Activity in Alberta Schools requires that students are restricted to terrain and lifts deemed appropriate for their ability level as determined by a Snow School instructor. We use a stamp system to indicate which chairlift a student may ride. Supervisors, teachers, and parents may not take students on a lift beyond the ability level as assessed by our instructors.

Throughout the day, students will have up to 3 opportunities to show their skills for a stamp to give them access to the Huckleberry chairlift which services our intermediate terrain. Students wishing to ride the Sundance chair or the Tamarack chair to the top of the mountain must earn those stamps during their 1hr lesson.

TERRAIN PARK

Students are not permitted in the terrain park. As part of the policy when using equipment from Alpenland, no rental equipment is permitted in the terrain park.

HELMETS

Please refer to your board policies for helmet use. We strongly recommended that all students wear helmets.

INSTRUCTORS

All our instructors are certified professionals either through the Canadian Ski Instructors Alliance (CSIA), the Canadian Association of Snowboard Instructors (CASI), or an international association of professional ski and snowboard instructors. Our instructors are also required to participate in additional training specific to our schools program to ensure they are fully knowledgeable in all safety procedures and practices.

LESSONS

Following the measures laid out in the Safety Guidelines for Physical Activity in Alberta Schools (June 2014) "All students should be grouped appropriately and must participate in a lesson". Students will be split into groups based on their ability as determined by our certified instructors. Lessons will be skill specific for all ability levels from first-time beginners to expert



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skiers/snowboarders. All lessons will run for 1hr with the option of a skill specific clinic in the afternoon.

SCHOOL GROUP WEEKDAY PRICES 2018 – 2019

	Lift Ticket	Rentals Ski or Snowboard (includes helmet rental)	Helmet Only Rental	Lesson ASBIE required for all students	Afternoon Adventure Series	Lunch Option *Hot dog *Hamburger *Grilled Cheese + sm. fries & beverage
Child Gr. K-2	\$28	\$21.00	\$5	\$35	N/A	\$14
Child Gr. 3 – 6	\$28	\$21.00	\$5	\$28	N/A	\$14
Junior Gr. 7 – 12	\$28	\$26.00	\$5	\$28	\$45	\$14
Required Adult Chaperones (1:10)	\$49.00	\$30.00	\$5	\$28	\$45	\$14
Additional Adults	Regular ticket price	\$30.00	\$5	\$28	\$45	\$14

All prices include GST
All prices include GST

Booking Terms & Conditions

Groups must have a minimum of 15 students attending to qualify for school group pricing. For every 15 students, 1 complimentary adult ticket will be provided PLUS for every 10 students, a discounted adult chaperone ticket will be offered at \$49 Additional adult tickets may be ordered at regular season rates ALL complimentary and chaperone tickets must be included on your ticket order form – adult tickets added the day of your visit will be subject to regular season rates

- The invoice must be paid in full before departure, unless otherwise arranged
- Prices are subject to change without notice



2018-19 SCHOOL GROUP BOOKING PACKAGE

AFTERNOON ADVENTURE SERIES

Minimum 2 students (same ability) 1:30pm – 3:00pm \$45/student

Geared for Level 4+ skiers and snowboarders who are ready to explore all the awesome terrain and powder stashes Castle Mountain has to offer! Students can choose one of the adventure options below to challenge their skills and take their skiing and snowboarding to the next level.

Powderhounds

Explore off-piste and find the powder stashes all over the upper mountain and the glades on Haig. Students will learn great tips and tricks for slashing pow pow all over the mountain!

Jumps and Bumps

Some students will seek out any little divot to catch some air! This afternoon adventure will teach students the proper way to approach small jumps and how to land safely. They will play in the moguls found around the mountain and learn how to maintain control in uneven terrain.

Big Mountain Free Ride

For students wanting to ski the chutes with more fluidity or to navigate some of the treed runs on the upper mountain with ease. Instructors will teach students about route-finding and how to read a run. Students will learn techniques to help them on these steeper pitches and in varied snow conditions.

ALTERNATIVE PROGRAMMING

Adaptive Lessons

Castle Mountain is proud to offer an adaptive lesson program for students with physical disabilities. These lessons run in the morning and are priced to match the Afternoon Adventure series. Advance notice and discussion of the specific requirements of your student(s) is required. These lessons are subject to instructor and equipment availability. Please call the Snow School for further information about this program.

Private Lessons

\$108/hour --- Private lessons are available to accommodate students with cognitive disabilities and/or special needs. These lessons can run one-on-one with an instructor or with an instructor and an aide. Advance booking is required and the lesson time will depend on instructor availability.



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Chaperone Plan

See Sample Chaperone Plan received with the planning tools email.

BOOKING YOUR VISIT. Book online at www.skicastle.ca

Bookings for a school visit can be made up to **ONE YEAR** in advance of the trip. Contact the Snow School at Castle Mountain Resort to discuss the availability of your preferred dates.

- o Phone: 1-800-754 – 8667 or 403 – 627 – 5101 ext. 243
 - o Fax: 403 – 627 – 3515
 - o Email: snowschool@skicastle.ca November – April
 - o peter.stewart@skicastle.ca April – November
- o Castle Mountain Resort - Box 610 - Pincher Creek, AB - T0K 1W0

Complete and return the Booking Confirmation Form to finalize your reservation either by email fax or mail

COLLECTING AND SUBMITTING

All the forms required by Castle Mountain Resort can be found on our website at skicastle.ca/School-Group-Program

Rental Spreadsheet

Deadline for submission is 2 weeks prior to your visit date

- o Use the spreadsheet in the format provided and ensure all information is **complete** prior to submission
- o Incomplete information will result in delays the morning of your visit
- o Please note: there is a tab for skier information and a tab for snowboarder information at the bottom of the rental spreadsheet

Ticket Order

Deadline for submission is 2 weeks prior to your visit date

- o The ability level break-down of your students, included on this form, will help us schedule our staff most appropriately for your visit
- o Include ticket orders for all complimentary tickets and required chaperones (1 discounted for every 10 students attending). Additional adult tickets purchased the day of your visit will be subject to regular season rates.

School Board Permission

Any parental permission forms required by your school board and division must be created by the school. Please create and distribute permission forms in accordance with the specific requirements of your School Board and Division.



2018-19 SCHOOL GROUP BOOKING PACKAGE

***Times subject to change

Changes will be clearly communicated to the supervising teacher ***

8:30 – 9:15am Arrival & Rentals

Arriving by Bus

Please have all students remain seated on the bus until an instructor comes on board to give a brief introduction of the day and hands out lift tickets

Individual Arrival

Parents and students arriving by car with their students should check in at the Snow School desk.

Rentals

Will be distributed by the Rental Shop staff in the day lodge

Have students gather in the Day Lodge and await instruction from staff

9:00 – 9:45am Heading Outside

Instructors will be positioned to be the first point of contact students have as they head outside from the rental station. The instructors will speak with each student to determine whether they should attend a beginner lesson or if they are able to participate in the Ability Assessment.

Beginner lessons

Will commence a.s.a.p. in the morning. Students will be directed to these lessons by an instructor positioned at the rental ski and snowboard racks.

Ability Assessment

When directed to do so by an **instructor**, students will ride the Green chairlift to the top of our beginner terrain where instructors will be positioned to assess their skiing or snowboarding abilities and assign them to an appropriate lesson

Lesson time and lesson assignment will be marked on the reverse of each student's lift pass

MUST be the FIRST RUN of the day for ALL intermediate and advanced skiers and snowboarders.

After the assessment run, students may have free time to ski until their lesson. Lift access will be restricted to the Huckleberry chairlift until lessons.

11:00 – 12:00pm Intermediate and Advanced Lessons

Precise lesson time and the Huckleberry Stamp (if applicable) will be marked on the reverse of each student's lift pass once they complete the Ability Assessment

All Intermediate and Advanced lessons will meet at the big Trail Map in the base area.

During their lesson is the only time students may earn the stamps necessary to ride the Sundance (blue) chairlift or the (red) Tamarack chairlift to the upper mountain.

1:30pm Huckleberry Stamp Test

Students with an adequate ability level to safely ski or snowboard off the Huckleberry chairlift which accesses our intermediate terrain will be given a stamp on their lift pass during their lesson that will allow them to ride this chairlift.

Any students who did not receive their Huckleberry chairlift stamp during their lessons may spend the remainder of the morning practicing their skills on the beginner terrain. At 1:30pm there will be another opportunity to complete the Ability Assessment and earn a stamp to ride the Huckleberry chairlift.



2018-19 SCHOOL GROUP BOOKING PACKAGE

2:00pm Confirm Invoice

All unused lift tickets must be returned to the Snow School desk by **11:30am** so the invoice can be finalized

The supervising teacher is required to meet with the administration staff at the Snow School desk to review and confirm the invoice.

It is preferred that payment be made on the day of your school visit. If this is not possible, a copy of the invoice may be submitted by the supervising teacher to the school for payment at a later date.

3:00 – 4:00 End of the Day

Rental equipment is to be returned to the Rental Shop All unused lift tickets must be returned to the Snow School desk so the invoice can be finalized

The supervising teacher is required to meet with the administration staff at the Snow School desk to review and confirm the invoice.

It is preferred that payment be made on the day of your school visit. If this is not possible, a copy of the invoice may be submitted by the supervising teacher to the school for payment at a later date.

3:00 – 4:00 End of the Day

Rental equipment is to be returned to the Rental Shop

Parent Information Sheet (will be sent to schools with booking)

Parent volunteers are vital to the smooth operation of your trip day. To make sure they know what to expect when arriving at the hill with your students, we have created an information sheet to be sent home to parent and adult chaperones. Please make sure every parent chaperone accompanying your group to the hill has received this information sheet.

Supervision

If you decide to assign an adult chaperone to supervise a group of students, please consider making those assignments on the day of the visit based on the ability assessment made by the instructors. This way, we can avoid confusion if all students are not at their estimated ability levels.

IN SCHOOL SAFETY

Prior to your visit, you will be sent a safety presentation consisting of a power point presentation with an accompanying worksheet. Within the power point, there is a YouTube link to a short film on snow sport safety developed by Canadian Ski Patrol System. Though it is not a requirement by us, having students participate in this presentation will give them a good idea of what to expect on their trip.



SKIER ABILITY

- Level 1 Never skied before OR skied once or twice needing more experience (unable to stop).
- Level 2 Very basic turns on very gentle terrain; beginning to link turns.
- Level 3 Able to ski parallel from middle to the end of the turn, turns may start in wedge on steeper slopes but there is a definite effort to balance on parallel edges through the end of the turn.
- Level 4 Able to ski consistently on parallel edges on all green, blue terrain, small wedge might occur at the beginning of the turn on steep terrain, however the skis are parallel for almost all of the turn.
- Level 5 Able to ski parallel on Black Terrain in all Snow conditions (Expert Terrain skier)

SNOWBOARD ABILITY

- Level 1 Never ridden before OR ridden once or twice with little success.
- Level 2 Very basic side slipping with the ability to traverse across the hill in both directions. Can move around objects, and sideslip on both the toe and heel edge. Confident on Green terrain, Hesitant on Blue Terrain.
- Level 3 Linked skidded turns on novice or intermediate terrain. Still using upper body to initiate turns with some edging used at the end of the turns. Able to ride all blue terrain confidently.
- Level 4 Edging or carving becoming more predominant. Linked turns are using lower body with less upper body rotation. Able to ride all expert terrain confidently

TRIP SUPERVISION

Proper Chaperoning is an essential portion of any trip please submit a chaperone plan to the snow school at minimum one week prior to your visit so that we can ensure your day will run smoothly with your chaperones we may make recommendations that will help you with organization and logistics, ultimately the task of chaperoning and supervision of students is the responsibility of the school as outlined in the ASBIE guidelines or your school boards insurance guidelines. Should you have challenges obtaining enough supervisors to cover your school for the afternoon from 1:30pm to 3:30pm we can make instructors available to you at a rate of \$75 per instructor.

Recommended Parent/Chaperone Template

Below is an actual template from a school that visited us in the 2017/18 season. It worked very well. While this plan worked well for this school you may need to adjust modify or come up with your own template that will work for your school. According to the ASBIE guidelines for school trips, you need to maintain clear supervision of all of your students. This can be done in two formats: in area supervision (effective for the beginner area) or in group or one to one supervision (effective for huckleberry, blue and red chair. Grouping students should be done at the base of stamp test once they have their lesson ability and lift access determined. Attempting to group students prior to this process could result in organizational difficulties for your school. Grouping the students who are experienced at the bottom of green chair then dividing them in to groups with chaperones at that point should be the most effective method. This will also help ensure they make it to their second lesson on time. We have done the sorting for you by numbers on the back of the ticket, same numbers can ski with same numbers. You can even group skiers and snowboarders together if needed.

Prior to Trip:

- Teacher supervision meeting before trip, share copies of supervision guidelines.
- Parent supervision letter home and meeting in lodge day of, supervision guidelines sent home prior to trip
- Student assembly to review the day and supervision procedures

Arrival:

- Keep everyone on the bus for lift tickets from Castle Staff
- All students to the lodge to suit up and get rentals (teachers and support staff will assist students)
- Assigned Teacher will head over to direct students to stamp test
- Assigned Teacher will meet with parent supervisors to review the day and to establish parent ski ability. Non-skiers can help in lodge and green chair

Skiing/snowboarding:

- After skiing, some students will report directly to lessons (teachers/chaperones can direct)
- Students not going directly to lessons will report to assigned teacher at the base of stamp test. Assigned teacher will record the lift students are permitted to ride at this time.
- Students will be grouped and assigned two supervisors to ski with (see supervisor guidelines below) Groups will be a maximum of 10 students
- Group by grade and ability (junior high separate from elementary)
- Can ski any of the chairs students are stamped with your team

- All students have to check in with assigned teacher, before heading out to ski and after lessons (or have their supervision team check in for the group)

Green Chair:

- 2-3 supervisors on green chair, one bottom/one top and take lap turns
- Can be two non-skiers with one skier

Lodge:

- There will be two supervisors in the lodge at all times

In Area and Group Supervision Guidelines

- Supervisors will be required to wear safety vests while skiing with students
- Take a headcount before heading out with your group
- Prior to loading lifts inform students which side to unload the chair and to wait till you are there before skiing
- Have kids load the chairs in front of you so you can see everyone got on safely
- Do not ski until the group is together
- Let students know which run to ski or let students take turns choosing a run. The entire group must ski the same run
- First two runs: lead the students and regroup a few times to assess the group's ability, one lead supervisor and one tail supervisor (can re-group if necessary by sending students back to assigned teacher in the lodge if they would be better in another ability group)
- If the group is comfortable with the terrain you are skiing after the first two laps, supervisors can ski behind the group, however the entire group must ski the same run. Designate a regroup area, such as a trail sign, cat track, or chair lift.
- On all challenging terrain, there should always be a lead supervisor and a tail supervisor. Example: any run on red chair (lead supervisor goes first then students then tail supervisor) Lead supervisor should stop part way down the run to either regroup or ensure the group is not struggling.
- If a student wants to take a break, they can head back into the lodge at the completion of a run. They must inform the supervisor and report to assigned teacher inside the lodge.
- Once back at the lift, ensure the entire group is back and reload. No students should load until the leader indicates the group is good to go
- If something goes wrong: one supervisor can ski down to get assistance and the other can remain on scene
- Please report any incidences or behaviour issues to assigned teacher in the lodge

Ski Trip Supervision Procedures

Supervision Schedule

Green chair supervision schedule: 2 parents for each shift

Time	Teacher	Parent	Parent
9:30-10:30			
10:30 - 11:30			
11:30-12:30			
12:30-1:30			
1:30-2:30			
2:30-3:30			

Lodge Duty: Assigned teacher (plus one parent, can be same person)

Free Ski Times

* if all groups are covered supervisors are able to have free ski time, just check back in each hour

Lunch Please try to stagger your lunch breaks in order to maintain coverage on the hill

Ski Trip Supervision Procedures

Group ski supervisor teams: one hour shifts but need to stay flexible, just check in with teacher in day lodge when available

Teacher	Parent
Shift 1	

Ski Trip Supervision Procedures

Teacher	Parent
Shift 3	

Ski Trip Supervision Procedures

Teacher	Parent
Shift 5	
Shift 6	
END OF DAY SWEEP RUN (3:30)	
Red Chair	
Blue and Green Chair	
Huckleberry	