



INFORMATION GUIDE - TEACHER / ORGANIZER

Table of Contents	Page
Organizing Your Ski Day Step By Step	1
Services Provided by Camp Fortune – what they are and how they work	2
Rates 2025-2026 Season	2
Lift Tickets	3
Students Safety and Skills Assessment - FREE	4
Equipment Rentals	5
Group Lessons	5
Alpine Race Training and Electronic Timing	6
Day-Of Visit Procedures	6
Arrival	6
Ticket Distribution – on the bus	7
The Lodge	8
Outside Hill Side	8
Invoicing & Payment ***NEW POLICIES***	9
Suggestions from the Camp Fortune Team	10

ORGANIZING YOUR SKI DAY STEP BY STEP

1. Check bus availability for the dates you are interested in.
2. Complete the online reservation form found at the bottom of the [School Groups webpage](#) to the best of your ability as soon as possible to secure your date.
3. Once your reservation has been confirmed by Camp Fortune, start your student sign-up. Collect payments up front.
4. As part of your student registration process be sure to collect the following information for **every student needing rentals**. This information is REQUIRED to ensure that the equipment is SAFE for your students.
 - a. Full Name
 - b. Height
 - c. Weight
 - d. Shoe Size (specify men's (M), women's (W), youth (Y), children's (C), or European (E))
5. For lessons, **please NOTE:** *a minimum of 5 students within the same ability level is required in order to run a lesson.* Sometimes we mix students from different schools in order to achieve this BUT this is not always possible so you should aim to realize this minimum within your own group. Lessons are strictly for students aged 7-17.
6. **Three working weeks before your first visit** (Christmas break, Dec 20 to Jan 4, NOT included), **return all the required forms.**
 - a. [The Reservation Confirmation Form](#)
 - b. [The Master Ski Rental Form](#)
 - c. [The Master Snowboard Rental Form](#)



7. Review the hill safety and cold weather practices outlined in the following documents with your students **prior to** your arrival.
 - a. [Preparation for Cold Weather Activity](#) – should be sent to parents in advance
 - b. [Safety on the Slopes](#)
 - c. [Mountain Code of Conduct](#)
8. Review how our various services operate, as well as how our Lift, Assessment and Rental tickets work and are most efficiently distributed prior to your first visit. A good understanding of these processes will transform first visit chaos into a smooth-running experience.
9. Review the Day-Of Visit Procedures starting on page 6 of this document.
10. Come on out for a great day of skiing! Inevitably there will be some last-minute adjustments to make on-site on your first visit. Please try to advise us in advance, but know that it is extremely busy at the beginning of the season and we may have to deal with late changes when you arrive. **Please Note: Any cancellations must be received 3 days prior to your arrival as per the Invoicing Policy (page 10).**

SERVICES PROVIDED BY CAMP FORTUNE

RATES SUMMARY

PRIMARY AND SECONDARY SCHOOLS

STUDENTS	
Lift ticket	\$20.75 + tx = \$23.86
Rental (including helmet)	\$17.67 + tx = \$20.32
First Visit Assessment	FREE
Group Lesson	\$11.81 + tx = \$13.58
SUPERVISORS	
Ratio 10 students : 1 supervisor and assigned to supervise a group of students during the visit	
Lift ticket	FREE
Rental (including helmet)	\$29.40 + tx = \$33.80
ADULTS	
Parents and other adults who come to ski with no substantial supervisory role	
Lift ticket	\$35.70 + tx = \$41.05
Rental (including helmet)	\$29.40 + tx = \$33.80
Private Lesson - to be booked online or in person on arrival at the Customer Service desk	Regular posted rate



SECONDARY SCHOOL RACE OPTIONS - for competitive teams

OPTION 1 (2 hours) Includes: Gates, 1 Staff member for site safety	OPTION 2 (2 hours) Includes: Electronic timing, Gates, 2 Staff members for timing and site safety	COACH (2 hours) Skiing only: slalom and giant slalom	Lift Tickets
\$250.00 + tx = \$287.44	\$400.00 + tx = \$459.90	\$160.00 + tx = \$183.96	See above

COLLEGES AND UNIVERSITIES

STUDENTS	
Lift ticket	\$35.70 + tx = \$41.05
Rental (including helmet)	\$29.40 + tx = \$33.80
Group Lesson - Beginners only, minimum 5 per ability level	\$18.90 + tx = \$21.73
GROUP ORGANIZERS Ratio 10 students : 1 organizer to a maximum of 4 organizers	
Lift ticket	FREE
Rental (including helmet)	\$29.40 + tx = \$33.80
Group Lesson - Beginners only, minimum 5 per ability level	\$18.90 + tx = \$21.73

LIFT TICKETS

Students and parents (if paying through the school at adult group rate) will receive a lift ticket which allows holders to use the chairlifts. Students and supervisors with a valid Camp Fortune season pass (**not including** Snow School 9-week Program Parents Passes, and Night Passes if you're coming during the day OR Weekday passes if you're coming at night) do not need to purchase a lift ticket for their school visit(s). Supervisors, at a ratio of 10 students:1 supervisor, will receive complimentary lift tickets.

Camp Fortune's School Group lift tickets are RFID cards, valid **ONLY** for the day of your visit. They should be carried in the sleeve pocket or left-hand pocket of the student. The lift tickets should be kept away from credit/debit cards and cell phones, and must not be folded.

On your first visit

Students taking a lesson must have their lift ticket before they leave the lodge. Students NOT taking a lesson should receive their lift ticket **ONLY AFTER** they have completed their ASSESSMENT and have been cleared to use our chairlifts and ski at least a green (beginner) run unassisted. Those not reaching this minimum standard will remain in the learning area until they are self-sufficient.

Supervisor, Adult and Student Group tickets **are different** from each other and must be distributed accordingly.



On second and subsequent visits

Lift tickets can be distributed on the bus upon arrival along with rental tickets. Again, supervisor tickets are different from student tickets and should be distributed accordingly.

STUDENTS SAFETY AND SKILL ASSESSMENT - FREE

(During the first visit for ALL students EXCEPT those enrolled in a group lesson)

Safety on the slopes continues to be our # 1 priority. To ensure the highest possible safety standards, we have an on-snow learning area to assess students on their first visit to Camp Fortune. This service is **included, free of charge, in your booking**. If you wish to decline this service, please advise us in writing as soon as possible.

At the learning area, our certified instructors will conduct the following:

- ❖ Individual basic safety-related skill assessment
- ❖ Prevention and safety discussion
- ❖ Review of the Mountain Code of Conduct
- ❖ Overview of the terrain appropriate for each student's ability level

The Assessment Process

Once they have their skis / boards, students NOT enrolled in lessons must proceed to the learning area at the small magic carpet for their assessment. Students enrolled in a regular group lesson will proceed to the lesson area and will be evaluated during their lesson. The lesson area is the blue flag adjacent to the Zip Line tower.

Upon completion of the assessment or the student's first lesson, students will have their *blue assessment ticket* marked with their individual skill level: "green" for easy beginner runs, "blue" for intermediate runs, and in certain cases "black" for advanced runs. The students who are not assessed at the minimum green level will be able to practise in the learning area.

BLUE ASSESSMENT TICKET Students MUST wear their blue Assessment Ticket on their outerwear in a visible location (pocket preferred). Do not remove this ticket for the entire season. This ticket should be worn on all subsequent visits. **Only the name of the school will be indicated on this ticket.**

On your first visit

Students should receive and attach their Assessment ticket, ideally on the bus before heading into the lodge. It must be attached before heading to rentals or outside.



On second and subsequent visits

All students should have their Assessment Ticket from their first visit. Teachers can request replacement tickets from the Group Services office if needed.



OPTIONAL: EQUIPMENT RENTALS

Camp Fortune offers both ski and snowboard rentals. All rental fees include helmets. **Ski goggles are not included** but may be purchased at our Boutique. Please note that detailed information on each student renting is **required three working weeks in advance of your first visit, not including Dec 20 to Jan 4**, to ensure rental equipment is set up and ready to go the day before your arrival. This minimizes wait times and maximizes the time your students get to spend on the slopes. See the Master Ski Rental Form and the Master Snowboard Rental Form.

- ❖ It may be helpful to have all students renting equipment travel on the same bus.
- ❖ If you organize your Rental Forms by bus, we can provide your rental tickets and other tickets in packages by bus.
- ❖ Please also include information for ADULTS for whom rental equipment will be paid via the school's invoice on your master rental lists. **NOTE: All rentals for adults will be charged at the School Group Adult rate.** Adults not listed on the master rental form submitted by the school will be asked to rent and pay for equipment separately, through the cashier, at the regular posted rate. This ensures your school is not billed for unauthorized rentals.

RENTAL TICKET A second blue ticket is provided to all participants renting equipment. The name of the participant, rental information, and the school's name will appear on the ticket.



On your first visit

Rental tickets should ideally be distributed and attached on the bus before heading into the lodge. They **MUST** be attached and visible on the student's outerwear (pocket preferred) before the student arrives in the Rental Department. Students **MUST** arrive in the Rental Department **READY TO SKI**. This means with jackets, snow pants, gloves, and their boots. (We trade their boots/shoes for our ski boots so they need to keep their footwear on.) **Students must leave all personal items** like knapsacks, lunches and tuques with pompoms that won't fit under a helmet **stowed away in the chalet on one of our storage racks set up for this purpose.** At the end of each visit, after returning the rental equipment, remove the rental ticket. Keep only the blue assessment ticket that has your level of ability marked and school name for the next visit.

On second and subsequent visits

All students renting equipment will receive a new rental ticket to attach to their jacket, and the process and conditions as outlined above are repeated.

OPTIONAL: GROUP LESSONS

Group lessons are offered to students aged 7+ only (no supervisors or parents). They are 1 hour and are strongly recommended. Group lessons must be pre-scheduled and take place Monday to Friday at the following times: 10:45am, 2:00pm, 4:30pm and 5:45pm. When making your initial booking and completing your confirmation form, please indicate the time and number of students that wish to be part of a group lesson. **Reminder: your**



confirmation form must be submitted 3 weeks prior to your first visit (not including Dec 20 to Jan 4) and minor changes are permitted up to 3 days in advance of your visit. [Additional lessons requested within 3 days of your visit will be accommodated if possible and invoiced separately following your visit.](#)

The students **may** be required to practise in the learning area at the end of their lesson if the instructor determines that they are not safely able to negotiate chairlifts and/or green level runs at the end of their lesson.

All Camp Fortune instructors are certified via CSIA, CSCF and/or CASI and receive supplementary annual training.

Students enrolled in lessons **do not participate** in the assessment process; the instructors will mark the [blue assessment ticket](#) at the end of their lesson. The instructors will group the students according to their abilities. The [blue assessment ticket](#) should be worn on all subsequent visits.

Reminder: Lessons and assessments are for students only.

OPTIONAL: ALPINE RACE TRAINING AND ELECTRONIC TIMING

Training and electronic timing courses are available from Monday through Friday. We will allocate lane space. There are three time-blocks; from 10:45 am to 12:45 pm, 2:00 pm to 4:00 pm and from 4:30 pm to 6:30 pm.

DAY-OF VISIT PROCEDURES

ARRIVAL

1. Inform your bus driver to continue on Dunlop Road **straight** to the lower parking lot upon your arrival at Camp Fortune. There is bus parking in the lower lot. See the yellow area on the map to the right.

The lower entrance (at the basement or sous-sol level) of the Lodge is the Group drop-off and pick-up point. However, it is **also the ambulance parking area**, so the doorway and parking lot area immediately in front of these doors **must be kept clear at ALL times**.

2. The lead organizer/teacher will disembark first and pick-up their group package and receive some final instructions at the **GROUP SERVICES** office located on level 1 of the main lodge across from the bathrooms and next to the Rental Department. You will provide your name and cell number on the Groups Emergency Contact Sheet. Ideally you will provide the name and cell number of a second supervisor on site in case you have poor cell coverage or we can't reach you.





3. ***Students should remain on the bus and wait for the organizer to return and distribute their tickets.

TICKET DISTRIBUTION - ON THE BUS

BLUE ASSESSMENT TICKETS (*First visit only - KEEP for the entire season*)

4. FIRST VISIT - Distribute the blue assessment tickets on the bus. Instruct students to fasten their blue assessment ticket to their outerwear in a visible location away from their face, preferably on the pocket of their jacket or snow pants. Zip ties will be provided for this purpose. Assessment Tickets are to be **kept for the remainder of the season** and should NOT be removed.

BLUE RENTAL TICKETS (*Single-day use*)

5. EACH VISIT - Distribute the blue rental tickets to all students, supervisors and parents who are listed on your Master Ski and Master Snowboard Rental forms on the bus. Instruct students to fasten their blue rental ticket with a separate zip tie to their outerwear as per their assessment ticket. This ticket should be removed at the end of each visit.

LIFT TICKETS (*Single-day use*)

Our lift tickets activate the entrance gate at each lift line. The lift ticket is meant to be kept unfolded and in the skier's pocket (left side). Complimentary tickets will be provided to supervisors (teachers/ chaperones/ volunteers) at a ratio of 10 students:1 supervisor the day of the visit.

6. FIRST VISIT – Distribute lift tickets to **students in lessons**, parents and supervisors on the bus. **Distribute lift tickets to all remaining students ONLY following their assessment at the learning area.** Note: Supervisor tickets are different from student and parent tickets and must ONLY be given to supervisors.

SECOND AND SUBSEQUENT VISITS - Distribute to all students, parents and supervisors on the bus. Note: Supervisor tickets are different from student and adult tickets and must ONLY be given to supervisors.

7. Ensure students know to where and how to contact you in case of:
- EMERGENCY/ACCIDENT/OTHER – If a supervisor will be staying in the lodge, let them know where. Ski Patrol will be provided with a copy of the Emergency Contact list each evening and the Group Services Office will also have one but Camp Fortune staff are not here to relay messages between students and school organizers other than in cases of emergency. Camp Fortune does not have a P.A. system.
 - LOST OR NOT WORKING LIFT TICKET – Every once in a while, a ticket is defective or gets dropped and lost on the hill. Students needing a replacement ticket should go to the Group Services Office accompanied by a supervisor to request a replacement. We won't charge for the replacement ticket but we expect a supervisor to accompany the student to prevent abuses of our kindness.



THE LODGE

8. Students with their own equipment must leave it on the racks outside the lodge on the hill side. NO EQUIPMENT IS ALLOWED INSIDE THE LODGE. For security, it is best if the two skis and two poles are separated or locked making it harder for thieves to find and steal a pair of skis. Students can also bring their own locks or purchase one from our Boutique.
9. Find a suitable meeting and storage spot(s) for your group inside the lodge. Do NOT leave items on tables. Store away backpacks, lunchboxes, hats with pompoms, etc. on the shelves being careful not to leave any valuables in your bags. This is a public space and Camp Fortune is not responsible for theft. Tables must be left available for guests to use throughout the day. Note: Lockers are available on level 1 of the lodge (credit card only, tap only).

RENTAL AREA (*No bags permitted*)

10. Renters, with their blue rental ticket and dressed to ride (jacket, snow pants, mitts/gloves, ski goggles, tuque (optional) and their own winter boots), should proceed to the Rental department as quickly as possible accompanied by a supervisor. Teachers must ensure that all renters have their rental and assessment tickets and are ready to proceed immediately outside to ski/snowboard before they are admitted.
11. Once equipped:
 - a. **Students enrolled in lessons** proceed to the blue flag adjacent to the Zip Line tower outside the lodge on the hill side to meet with instructors.
 - b. **FIRST VISIT: Students not in lessons** head immediately outdoors to the learning area (small magic carpet (Waxman's Way) for their assessment.
 - c. **SECOND AND SUBSEQUENT VISITS: Students not in lessons** head outside to ski OR to stow their rental equipment before heading back into the lodge.

OUTSIDE – HILL SIDE OF THE LODGE

GROUP LESSON MEETING AREA

(Location: at the [blue flag adjacent to the Zip Line tower](#))

Lessons start at **specific times**: 10:45 am, 2:00 pm, 4:30 pm or 5:45 pm. Students should arrive 10 minutes early. The instructors are alerted when your tickets are picked-up and will be ready when you arrive.

12. Have a supervisor with the list of students taking lessons at the Group Lesson Meeting Area to ensure students know where to go and that all students arrive. Roll call is NOT taken by Camp Fortune staff. **It is the responsibility of the student, with assistance from their teacher/supervisor, to attend the lesson.** Lessons will be invoiced whether or not the student turns up unless we have received notice in advance as per our invoicing policy (see page 9). **Ensure that all students enrolled in a lesson have their lift ticket PRIOR TO the lesson.** A teacher/supervisor must pick up students at the end of the lesson in the lesson meeting area to complete the duty of care for our instructors.



LEARNING AND SKILLS ASSESSMENT AREA *(First visit only)*

(Location: base of the hill at the small magic carpet)

Students **not enrolled in a group lesson** are able to participate in a safety and skill assessment shortly after their arrival and prior to skiing/riding.

13. Have a supervisor accompany students to the assessment area and distribute the lift tickets to their group **ONLY** once students complete their assessment. Students are welcome to return to the assessment area if they wish to try and upgrade from green to blue, or blue to black. **Please advise the Group Services Coordinator to schedule an instructor.**

INVOICING AND PAYMENT - **NEW POLICY FOR 2025-2026**

INVOICING

Your group must pay for a minimum of 20 lift tickets in order to qualify for group pricing. If at the last minute, one or more people drop out, you will still be invoiced for this minimum amount or all of your prices will revert to our regular prices, whichever you choose.

Schools will be invoiced by email 3 days prior to each Group visit for the number of lift tickets, rentals, group lessons, race options and race coaches according to your final numbers. The basis of these numbers will be from your confirmation form, due 3 weeks prior to your visit, along with any minor changes you send to us up to 3 days prior to your visit. Camp Fortune will not accept any cancellations as of 12:01am three days before your visit. Eg If your visit date is January 20, 2025, no cancellations can be made as of January 17, 2025 at 12:01am. Additions to your invoiced number will be allowed IF POSSIBLE (particularly for lessons) and will be invoiced separately following your visit.

PAYMENT

Groups paying through a school board will continue to submit invoices and remit payments via your accounting departments. School boards can make their payments by cheque or direct deposit. Please contact our Chief Financial Officer at jwilson@campfortune.com for our banking information.

If your payment is NOT being made by a school board, your payment must be received 24 hours in advance of your visit - no exceptions. Groups needing to pay in advance can pay by credit card over the phone (ext 2201), or by e-transfer to our Chief Financial Officer at jwilson@campfortune.com noting the invoice number.

If your trip gets completely cancelled due to a bus cancellation or inclement weather causing Camp Fortune to close the hill, your invoice will be reversed for the visit.



SUGGESTIONS FROM THE CAMP FORTUNE TEAM

Please take note of the Ski Patrol clinic location on the first floor (sous-sol) of the main lodge when you come in so you know where to go if any member of your group gets hurt or falls ill during your visit.

We recommend assigning at least one supervisor to assist at each of the following locations:

1. Each Bus: Ensure students get to where they need to be in a timely manner. Distribute blue rental tickets, blue assessment tickets (first visit only), and lift tickets on second and subsequent visits.
2. Rental department. Please have everyone on your Master Rental Forms. "Walk-in" additions to rentals must come to the Groups office to be added to the list and have a ticket made up.
3. Lesson meeting area (blue flag adjacent to the Zip Line tower).
4. Learning area (base of the small magic carpet (Waxman's Way) (first visit)).
5. In the lodge at your group meeting spot in case of a lost lift ticket or other non-urgent problem.

If you have questions, suggestions or you would like to share your experiences please email: ski@campfortune.com

Please visit our website regularly for up-dates at Camp Fortune including unforeseen closures, hill conditions and more: www.campfortune.com. We also encourage you to subscribe to our newsletter for all the latest happenings and conditions at the bottom right of [our website home page](#).

Thank you and enjoy your visit!