



Information Guide Teacher/Organizer

(Season 2019-2020)

CAMP FORTUNE SKIING-IN-SCHOOLS SAFETY AND SKILL ASSESSMENT

Safety on the slopes is our #1 priority. To ensure the highest possible safety standards we have created an on-snow technique center to assess and coach **ALL** students on their first visit to Camp Fortune. This service is included with the purchase of the lift pass.

At the technique center our certified instructors will conduct the following:

1. individual basic safety-related skill assessment
2. prevention and safety discussion
3. overview of the terrain commensurate to each student's specific assessment

Upon completion of the assessment each student's **blue assessment ticket** will be marked with their individual skill level. Please have students wear this ticket, in a visible location, at each visit.

We recommend that teachers accompany their students to the assessment area on their first visit and distribute lift tickets AFTER the assessment is completed.

Assessment Process (*First visit all students EXCEPT those enrolled in a lesson*)

- Teachers will receive unique **blue assessment tickets** with skill symbols across the bottom for all students in their group.
- Please have all students attach a **blue assessment ticket** to their outerwear in a visible location (pocket preferred). **This ticket should be worn on all subsequent visits.**
- Once geared-up, students enrolled in a regular lesson program will proceed to the lesson area. Students not enrolled in lessons must proceed to the magic carpet for their assessment.
- At the magic carpet students will be assessed individually on their ability to turn and stop safely. Instructors will review the "Mountain Code" and discuss the terrain appropriate for the student's ability level.
- Based on the assessment the student's **blue assessment ticket** **may** be validated for easy "green" trails, intermediate "blue" trails and in certain cases advanced "black" trails.



- For experienced skiers and boarders this process is expected to take 10-20 minutes
- For students who require support to achieve a “green” run lift validation coaching will be provided to:
 - ✓ turn and stop safely
 - ✓ learn to ride the lift
 - ✓ safely navigate a “green terrain”/ beginner run
- Students can return at any time to have their skill level re-assessed or to receive additional coaching.
- To ensure student safety, it is highly recommended that teachers accompany their students to the assessment area and distribute lift tickets AFTER the assessment is completed.
- The technique center will be staffed until 6:00 p.m. to assist students. Exceptions will be made in the case of bus-related late arrivals.

Optional: Group Lessons

- Camp Fortune highly recommends that all students take lessons. A group lesson ensures that students at the “never-ever”, beginner, novice, intermediate and advanced level receive dedicated instruction to improve their skills using a curriculum-based approach. We do not guarantee the availability of intermediate/advanced level snowboard instruction.
- 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. Ability groups will be determined by the instructors.
- Teachers or organizers must distribute the lift tickets to the students scheduled for a lesson **prior to the lessons**.
- **Lessons begin 30 minutes after your group’s actual arrival at Camp Fortune.** Instructors are aware of your anticipated arrival time and are notified when the group’s lift tickets are picked-up. It is important that students proceed to their lessons in a timely manner assistance from teachers is greatly appreciated.
- Skiing-in-School group lessons are **not** available after 6:00 p.m.

Please note: Assessments and lessons are for students only.



PRE-TRIP INFORMATION REQUIREMENTS

Booking

- Please contact the Skiing-in-Schools office via the [Reservation](#) link on the Camp Fortune website or by sending an email to: ski@campfortune.com.
- We will contact you by email to confirm your reservation and provide you with the required rental forms for completion.

Two weeks prior to your first visit

- Confirm your arrival time based on your bus schedule
- Confirm lift ticket numbers
- Confirm final lesson numbers:
 - ✓ # ski lessons
 - ✓ # snowboard lessons
 - ✓ Students not scheduled for lessons are expected to participate in the safety and skills assessment (first visit only)
- Confirm final rental lists (*Camp Fortune-issued EXCEL spreadsheet*)
 - ✓ Please submit a master ski rental form and a master snowboard rental form complete with height, weight and shoe size specifics. This is the list that our technicians will work from over the course of your multiple visits. Please indicate any known attendance exceptions on the master list.
 - ✓ Please submit the **helmet** rental form with the names of all students who have pre-paid for helmet rentals. These rentals will be billed to the school. **Students not on the list must go through the cashier to rent a helmet at the \$5 rate.**
 - ✓ **Adults not listed on the master rental form submitted by the school, (minimum 48-hours in advance), 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.

48-hours prior to each visit

- FINAL adjustments to lessons. **After this time lessons are non-refundable.**
- FINAL adjustments to rentals:
 - ✓ **New additions:** Send a separate rental form or add to the bottom of your master list.
 - ✓ **Permanent Deletions:** Send names to be deleted or re-send your master list with the names crossed-out (but still visible).
 - ✓ **Single visit deletions:** Send a list of expected no-shows.

Please note: Rental staff are not authorized to add rentals to the existing school list. Adults not listed on the master rental form submitted by the school, (minimum 48-hours in advance), will be asked to rent and pay for their equipment separately, through the cashier, at the regular posted rate. This ensures your school is not billed for unauthorized rentals. Staff will ensure that all students receive the equipment they require.



DAY-OF-VISIT PROCEDURE

Transportation / Arrival

The Skiing in Schools and Rental offices are both located at the rear / lower level of the main Valley Lodge:

- Your bus driver should continue on Dunlop Road straight through the Camp Fortune gates. The rear of the Lodge is the most convenient location for a group drop-off, pick-up and parking.
- Students should remain on the bus. The lead organizer/teacher will disembark and pick-up the prepared blue assessment tickets **and** lift tickets at the Skiing in Schools office.
- **Please have your attendance numbers / ticket requirements ready at time of ticket pick-up. The school will be invoiced for the number of lift tickets issued upon arrival. LIFT TICKET RETURNS WILL NOT BE ACCEPTED**

Tickets

- **Assessment Tickets** (*First visit*)
Distribute the blue assessment tickets to the group. Encourage students to fasten their blue assessment ticket to their outerwear in a visible location away from their face.
- **Radio-Frequency ID Lift Tickets** (*Single-day use*)
Our new radio-frequency identification lift tickets activate the entrance gate at each lift line. The RF lift ticket is meant to be kept unfolded and in the skier's pocket. The single-day lift ticket is activated the first time the bearer passes through a RF gate to access a chair lift.
Please have your attendance numbers / ticket requirements ready at time of ticket pick-up. The school will be invoiced for the number of lift tickets issued upon arrival. **LIFT TICKET RETURNS WILL NOT BE ACCEPTED; we are not responsible for multiple lift tickets being activated by the RF reader at the lift line.**

Lodge

All students should proceed upstairs to the main Valley Lodge to change into any necessary outerwear and to store their gear.



Rentals (*No bags permitted in the Rental area*)

Renters, dressed to slide, should proceed to the Rental shop as quickly as possible.

Renters on the rental list provided in-advance by the school will receive an individualized sticker to apply to their blue assessment ticket at each visit. Upon receiving their equipment, renters enrolled in lessons should proceed outside to meet with instructors.

Student “walk-in” additions to rentals will be accommodated – please bring a separate, pre-prepared rental sheet with you when you pick-up your tickets.

Lessons (*Start location: fire-pit*)

Lessons start 30 minutes after your ACTUAL arrival at Camp Fortune. The instructors are alerted when your tickets are picked-up.

All lessons start at the fire-pit outside the Valley Lodge near the Rentals office. Roll call is not taken it is the responsibility of the student, with assistance from their teacher/organizer, to attend the lesson. Please ensure that students enrolled in a lesson have their lift ticket prior to the lesson.

Safety and Skill Assessment (*First visit start location: magic carpet*)

Students not enrolled in a lesson are expected to participate in a safety and skill assessment prior to their first ride up the chair lift. We highly recommend that teachers/organizers accompany students to the assessment area and distribute lift tickets to their group as the students complete their assessments.

On subsequent visits lift tickets may be distributed to students wearing a previously marked assessment ticket. Students are welcome to return to the assessment area if they desire to upgrade from green to bleu, or bleu to black.

Invoicing

Whenever possible we prefer to invoice the following day by email. Please submit to the school for payment as soon as possible.

Emergency Contact

One teacher or chaperone is requested to be in the main Valley Lodge at all times. The Mezzanine level of the Valley Lodge is reserved for teachers and other adult chaperones each weekday.



SUGGESTIONS

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

1. Lodge, ensure students get to where they need to be in a timely manner
2. Rentals
3. Lesson meeting area (fire-pit)
4. Assessment area (first visit – magic carpet)

It may be helpful to have all students renting equipment travel on the same bus.

Please avoid “walk-in” additions to rentals. The smooth execution of your visit and customer service for all depends on the information provided in-advance of your visit.

Thank you!