### Curricular – All Grades

#### Table of Contents

<table>
<thead>
<tr>
<th>Activity</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Table of Contents</td>
<td>45-6</td>
</tr>
<tr>
<td>Background</td>
<td>7</td>
</tr>
<tr>
<td>Intent of the Provincial Safety Guidelines in Physical Education</td>
<td>7</td>
</tr>
<tr>
<td>Impact and Scope of the Document</td>
<td>7-11</td>
</tr>
<tr>
<td>Safety and Liability</td>
<td>12</td>
</tr>
<tr>
<td>Environmental Concerns</td>
<td>13-14</td>
</tr>
<tr>
<td>Activity</td>
<td>PAGE</td>
</tr>
<tr>
<td>Aerobics (see Fitness Activities)</td>
<td></td>
</tr>
<tr>
<td>Aquatics</td>
<td>15-16</td>
</tr>
<tr>
<td>Archery</td>
<td>17</td>
</tr>
<tr>
<td>Ball Hockey</td>
<td>18</td>
</tr>
<tr>
<td>Basketball</td>
<td>19</td>
</tr>
<tr>
<td>Bench, Chair &amp; Utility Box Activities</td>
<td>20</td>
</tr>
<tr>
<td>Boardsailing</td>
<td>21-22</td>
</tr>
<tr>
<td>Bouldering</td>
<td>22</td>
</tr>
<tr>
<td>Bowling</td>
<td>22</td>
</tr>
<tr>
<td>Broomball</td>
<td>23</td>
</tr>
<tr>
<td>Cricket</td>
<td>24</td>
</tr>
<tr>
<td>Cross Country Skiing, Snow-Shoeing &amp; Snow Skating</td>
<td>25-26</td>
</tr>
<tr>
<td>Curling</td>
<td>27</td>
</tr>
<tr>
<td>Cycling</td>
<td>28-29</td>
</tr>
<tr>
<td>Dance/Rhythmic Gymnastics</td>
<td>30</td>
</tr>
<tr>
<td>Diving</td>
<td>31</td>
</tr>
<tr>
<td>Dodgeball</td>
<td>32</td>
</tr>
<tr>
<td>Fencing</td>
<td>33</td>
</tr>
<tr>
<td>Field Hockey</td>
<td>34</td>
</tr>
<tr>
<td>Fitness Activities</td>
<td>35</td>
</tr>
<tr>
<td>Floor Hockey</td>
<td>36</td>
</tr>
<tr>
<td>Football Flag/Touch</td>
<td>37</td>
</tr>
<tr>
<td>Golf</td>
<td>38</td>
</tr>
<tr>
<td>Gym Ringette – See Floor Hockey</td>
<td></td>
</tr>
<tr>
<td>Gymnastics – General Procedures</td>
<td>39-40</td>
</tr>
<tr>
<td>Gymnastics – Mat Work</td>
<td>41</td>
</tr>
<tr>
<td>Gymnastics – Climber</td>
<td>42</td>
</tr>
<tr>
<td>Gymnastics – Climbing Ropes</td>
<td>43</td>
</tr>
<tr>
<td>Gymnastics – Beat Board</td>
<td>44</td>
</tr>
<tr>
<td>Gymnastics – Parallel Bars, High Bar, Still Rings, Uneven Parallel Bars,</td>
<td></td>
</tr>
<tr>
<td>Floor, Balance Beam, Pommel Horse, Vaulting Horse, Ropes</td>
<td>45-46</td>
</tr>
<tr>
<td>Gymnastics – Trampoline</td>
<td>47-48</td>
</tr>
<tr>
<td>Gymnastics – Mini Tramp</td>
<td>49</td>
</tr>
<tr>
<td>Gymnastics – Pyramid Building</td>
<td>50</td>
</tr>
<tr>
<td>Horseback Riding</td>
<td>51</td>
</tr>
<tr>
<td>Ice Hockey</td>
<td>52</td>
</tr>
<tr>
<td>In-Line Skating</td>
<td>53-54</td>
</tr>
<tr>
<td>Kinball</td>
<td>55</td>
</tr>
</tbody>
</table>
# Curricular – All Grades

## Table of Contents

<table>
<thead>
<tr>
<th>Activity</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lacrosse (Box/Field)</td>
<td>56</td>
</tr>
<tr>
<td>Inter-Lacrosse (Soft)</td>
<td>57</td>
</tr>
<tr>
<td>Martial Arts</td>
<td>58</td>
</tr>
<tr>
<td>Orienteering</td>
<td>59</td>
</tr>
<tr>
<td>Paddle Sports</td>
<td>59-60</td>
</tr>
<tr>
<td>Parachute</td>
<td>61</td>
</tr>
<tr>
<td>Racquet Sports (Badminton, Tennis, Pickleball, Paddle Tennis, Squash and</td>
<td>62</td>
</tr>
<tr>
<td>Racquetball</td>
<td></td>
</tr>
<tr>
<td>Rhythmic Gymnastics (see Dance)</td>
<td>63</td>
</tr>
<tr>
<td>Ringette (On Ice)</td>
<td>64</td>
</tr>
<tr>
<td>Rugby</td>
<td>65</td>
</tr>
<tr>
<td>Scoopball</td>
<td></td>
</tr>
<tr>
<td>Scooter Boards</td>
<td>66</td>
</tr>
<tr>
<td>Scuba Diving</td>
<td>67-68</td>
</tr>
<tr>
<td>Self Defense (see Martial Arts)</td>
<td></td>
</tr>
<tr>
<td>Skating</td>
<td>69</td>
</tr>
<tr>
<td>Skipping</td>
<td>70</td>
</tr>
<tr>
<td>Snorkeling</td>
<td>71</td>
</tr>
<tr>
<td>Soccer (Indoor/Outdoor)</td>
<td>72</td>
</tr>
<tr>
<td>Softball/Lob Ball/3 Pitch</td>
<td>73</td>
</tr>
<tr>
<td>Synchronized Swimming (see Aquatics)</td>
<td></td>
</tr>
<tr>
<td>Table Tennis</td>
<td>74</td>
</tr>
<tr>
<td>Team Handball</td>
<td>75</td>
</tr>
<tr>
<td>Tetherball</td>
<td>76</td>
</tr>
<tr>
<td>Tobogganing</td>
<td>77</td>
</tr>
<tr>
<td>Track and Field – Discus</td>
<td>78</td>
</tr>
<tr>
<td>Track and Field – High Jump</td>
<td>79</td>
</tr>
<tr>
<td>Track and Field – Hurdles</td>
<td>80</td>
</tr>
<tr>
<td>Track and Field – Javelin</td>
<td>80</td>
</tr>
<tr>
<td>Track and Field – Pole Vault</td>
<td>80</td>
</tr>
<tr>
<td>Track and Field – Shot Put</td>
<td>81</td>
</tr>
<tr>
<td>Track and Field – Sprints, 400m, 800m, 1500m, 3000m Relays</td>
<td>82</td>
</tr>
<tr>
<td>Track and Field – Triathlon (See also Lake Swimming)</td>
<td>83</td>
</tr>
<tr>
<td>Track and Field – Triple Jump, Long Jump</td>
<td>84</td>
</tr>
<tr>
<td>Ultimate</td>
<td>85</td>
</tr>
<tr>
<td>Volleyball</td>
<td>86</td>
</tr>
<tr>
<td>Wall Climbing</td>
<td>87</td>
</tr>
<tr>
<td>Weight Training</td>
<td>88</td>
</tr>
<tr>
<td>Wrestling</td>
<td>89</td>
</tr>
</tbody>
</table>
Physical Education Safety Guidelines – All Grades

Background:

This is the first Provincial Safety Guidelines Document for Physical Education to be offered in Manitoba. The copyright of the Ontario Safety Guidelines document was purchased from OPHEA (The Ontario Physical and Health Education Association), and these guidelines were adapted for use in Manitoba. Numerous Manitoba partner groups have contributed to the development of this valuable document. They include: The Manitoba Physical Education Teachers Association (MPETA); The Manitoba Physical Education Supervisor’s Association (MPESA); Sport Manitoba (SM); The Manitoba High Schools Athletic Association (MHSAA); The Manitoba School Boards Association (MSBA); and the Bureau de l’éducation française, Manitoba Education.

Intent of the Provincial Safety Guidelines in Physical Education:

The primary responsibility for the care and safety of students rests with the school board and its employees. An important aspect in fulfilling this role is to recognize that there is an element of risk in all physical activity and to take action accordingly. To this end, the safety guidelines writing team, as well as physical educators and sport leaders across Manitoba, have identified and analyzed reasonably foreseeable risks and have developed procedures that help minimize to the greatest extent possible, the risk of a preventable accident or injury. A guideline alone does not eliminate risk regardless of how well it is written or how effectively it is implemented. Safety awareness, by the teacher, based on up-to-date information, common sense observation, action and foresight, is the key to safe programming. The intent of the Provincial Safety Guidelines is to focus teachers’ attention on safe instructional practices for each class activity, in order to minimize the inherent element of risk. By implementing safe instructional practices (such as the use of logical teaching progressions and developmentally age-appropriate activities in program preparations, planning and daily teaching), the educator will guard against foreseeable risks. Hopefully, through this implementation process, this document will assist educators in fulfilling their obligation to provide the safest possible environment in which all students, regardless of physical, mental, emotional abilities/challenges or cultural background, can be physically active.

Impact and Scope of this Document:

The Curricular Instruction section of these guidelines is intended to support the delivery of the prescribed Kindergarten to Grade 12 Physical Education/Health Education: Manitoba Curriculum Framework of Outcomes for Active Healthy Lifestyles. This document delineates minimum guidelines for physical educators and administrators in addressing the physical activity-related components of the Physical Education/Health Education curriculum. Safety guidelines for Intramural and Interscholastic activity can be found in separate sections.

Early Years – K-4
Middle Years – 5-8
Senior Years – 9-12
A. General Issues

It should be recognized that there are many common guidelines of safety which apply to all class activities. Some such commonalities are as follows:

Prior to students participating in any physical activity, teachers need to be aware of their medical background and physical limitations. This includes knowledge of students with heart disorders, asthma, epilepsy, diabetes, severe allergies, etc. Each school needs to develop a process by which medical information is made available to teachers. This information must be supplied by the student’s parent, ward, or guardian (see Appendix A.)

A fully stocked First Aid Kit must be readily accessible to the gymnasium. For a sample listing of first aid items, (see Appendix B.) When activities are offered away from school property, an appropriate portable first aid kit must be readily accessible. An emergency action plan to deal with accidents in physical education must be developed in all schools. For details on an emergency action plan, (see Appendix D.)

Prior to teaching the skills of the activity, the teacher must: outline the possible risks of the activity (warnings of possible dangers), demonstrate how to minimize the risks and set procedures and rules for safe play. Signage should be used where necessary. Different weather conditions for outdoor activities must be considered (e.g., students may need to apply sunscreen; wear hats; increase their fluid intake; and/or dress appropriately. See pages 13 and 14.)

Teachers must inform their students of the locations of the fire alarms, the fire exits and alternate routes from the gymnasium.

Many different situations may arise involving the transportation of students away from the school for activities. It is important that parents are made aware of the mode of transportation and student expectations. The means and frequency of communication required must be established with the school principal. Consideration must also be given to informing parents when students are involved in activities which take them off the immediate school property (e.g., cross country running). Refer to individual Board policy for Field Trip procedures related to the need for parent/guardian permission.

If students are involved in any activity or sport (e.g., a low organization game) which is not described in this guideline, refer to the guidelines of an activity that it most resembles.

Approval from the appropriate school board official must be received if a teacher wishes to include activities different from this document or board guidelines and/or modify guidelines listed herein. As part of this process, the teacher must demonstrate that all appropriate precautions will be taken in the interest of student safety. The school administration must approve the proposal and must also obtain school division approval.

Preventative action must be taken when unsafe conditions are identified! When an injury occurs due to unsafe conditions, corrective actions must take place to help prevent its reoccurrence.
Many activities address the issue of body contact, stick or body contact and stick on stick contact. In an effort to promote a common understanding of the term, this document views contact as intentional contact with the purpose of gaining an advantage in the specific activity.

At the beginning of the school year/semester, teachers must instruct students in appropriate change room conduct as well as emphasize the need to change quickly and proceed to the gym. Reinforce this guideline as necessary during the school year.

**B. Specific Components**

Guidelines for each class activity are outlined according to the following critical components:

- Equipment
- Clothing/Footwear
- Facilities
- Special Rules/Instruction
- Supervision

All guidelines found in the generic section, activity pages and appendices are mandatory. An activity must not occur without these guidelines being addressed.

**Equipment:**

Defective equipment must be removed and/or taken out of use immediately upon detection. When using any equipment that is not described in the document, care must be taken to ensure it is safe for use (e.g., no sharp edges, cracks, or splinters) and that its size, mass and strength are appropriate for the user. All balls must be properly inflated.

No “home-made” or “purchased second-hand” equipment is to be used without the expressed permission of the school administration (e.g., personal hockey sticks, floor hockey shafts, plastic containers). School divisions must develop a policy on the use of home-made equipment. Equipment can be made at school by Board employees, adult volunteers and by students who are under direct supervision.

If the teacher permits the students to use their own equipment (e.g., badminton racquets, skis, inline skates), the teacher must ensure that the equipment is in good working order and suitable for personal use within the program.

**Clothing and Footwear:**

Students must wear appropriate clothing for physical education classes. Shorts or sweat pants, T-shirts and appropriate running shoes should be a minimum uniform requirement. Deviations from this minimum are listed on activity sheets. Some ill-fitting clothing, scarves, jewelry, hard-soled shoes and socks-without-shoes can inhibit movement and possibly cause injury during active movement. Where cultural dress presents a safety concern, modifications to the activity must be made.
Jewelry which presents a safety concern must be removed. Jewelry that cannot be removed and which presents a safety concern (e.g., Medical Alert identification, religious/cultural jewelry), must be taped. Long hair must be secured so as not to block vision. Eye glasses may need to be removed or secured.

Parents and students must be made aware of safety precautions with eye glasses including the need for an eye glass strap and/or shatterproof glass for some activities (see Appendix A – Letter to Parents/Guardians).

**Facilities:**

To provide a safe environment for class activities the teacher must make a pre-activity check of the facilities and equipment to be used. This could be done visually or recorded on a checklist (see Appendix F). The minimum requirement is a pre-use visual check. Hazards must be identified and removed if they are a factor in the activity. Potentially dangerous and immovable objects (e.g., goal posts, protruding stage) must be brought to the attention of students and administration. All equipment must be checked regularly to ensure it is in good working order. Equipment listed in the document applies only to safety. Students must be encouraged to report equipment or facility problems to the teachers, who must report (in writing) any equipment or facility problems to the school administration.

Facilities and major equipment must be inspected and a signed written report completed on a regular basis (e.g., annually).

Equipment/furniture which is hazardous to the activity must not be stored around the perimeter of the gymnasium. Mats secured to the wall as well as an appropriate number of benches, are exceptions to this statement.

For all indoor activities, walls and stages must not be used for turning points or finish lines. A line or pylon could be designated in advance of the wall. Foreseeable risks must be identified and precautions taken to minimize risks. For safety precautions when using non-gym areas (e.g., concourses, hallways, classrooms, stages, weight rooms, fitness rooms) for gym classes, please see Appendix E.

Playing fields must be free from hazards (e.g., holes, glass, and rocks). There must be sufficient turf for proper traction and impact absorption (e.g., non-contact rugby). Minor hazards must be identified and avoided. Severely uneven surfaces must be brought to the attention of the principal and must be repaired before the activity takes place.

**Special Rules/Instructions:**

Class activity must be appropriate according to the age and ability levels of students and the facility available. Teachers must stay current with respect to safe exercise techniques. All class sessions must include appropriate warm-ups and cool-downs.

Games and activities must be based on skills that have been taught.
Before involving students in strenuous outdoor activity, teachers must take into consideration the temperature of the day, previous training and the length of time the students will be vigorously active.

Modify activities which involve students with disabilities to address safety issues for all participants.

**Supervision:**

Supervision is the overseeing of an activity for regulation or direction. All facilities, equipment and activities have inherent risks, but the level of risk decreases significantly with effective supervision.

Students must be aware that the use of equipment and the gymnasium are prohibited without the appropriate type of supervision. Deterrents must be in place, e.g.,

- locked doors;
- signs on doors indicating that students are not to use the gym unless supervised;
- staff scheduled and present in an adjoining physical education office, in order to see students entering the gym without authorization.

Any use of a facility for physical education activity must be supervised. This guideline has designated three categories of supervision: “Constant visual”, “On site”, and “In the area”. The categories are based on the principles of general and specific supervision which takes into consideration the risk level of the activity, the participants’ skill level and the participants’ maturity.

In the category of supervision “**constant visual supervision**” means that the teacher is physically present, watching the activity in question. Only one activity requiring “constant visual supervision” may take place while other activities are going on. “**On site**” supervision entails teacher presence but not necessarily constantly viewing one specific activity. “**In the area**” means that the teacher could be in the gymnasium while another activity is taking place nearby to the gymnasium.

**Example:** During a track and field session, some students are involved in high jump; some are practicing relay-passing on the track; while a third group is distance running around the school. The types of supervision required in this example would include:

**Constant visual supervision** – High Jump – The teacher is at the high jump area observing the activity because it is the students’ initial exposure to this event.

**On site supervision** – Relay Passing – Students are practicing on the track and can be seen by the teacher who is with the high jumpers.

**In the area** – Distance Running – Students are running around the school grounds and at times may be out of sight.
**Supervision – Points to Consider**

Establish routines, rules of acceptable behavior and appropriate duties of students at the beginning of the year and reinforce them throughout the year. Teachers must sanction students for unsafe play or unacceptable behavior and must exercise that responsibility at all times.

Students must be made aware of the rules of activities or games. Rules must be strictly enforced and modified to suit the age and physical ability of the participants.

The teacher must be vigilant to prevent one student from pressuring another into trying skills or activities for which he or she is not ready.

When a student displays hesitation verbally or non-verbally, the teacher should discuss the reason(s) for doubt. If the teacher believes that a potential hesitancy during the skill could put the student at a risk, the student must be directed toward a more basic skill.

An assisting senior student must not be the sole supervisor of an activity. (A policy relative to student-teachers is a divisional responsibility.)

**Substitute Teacher Coverage:**

- The teacher must have students participate in activities that are commensurate with his/her experience or qualifications.
- Include the Safety Guidelines sheet for the activity with the lesson plan.
- Inform the substitute teacher of the whereabouts of a contact teacher or administrator in case of an emergency.
- Specify restrictions/modifications for students with health or behavioral problems.


**Safety and Liability**

Safety is of particular concern in planning and implementing physical education. The primary responsibility and legal liability for ensuring safe practices rests with the school division/district and its employees. Schools must develop safe routines and procedures, and teachers need to be knowledgeable about the best safety practices, regardless of whether the teaching, learning and assessment takes place in the classroom, gymnasium, playground or alternative environments.

Teachers responsible for providing a wide variety of challenging movement experiences in physically active settings must anticipate hazards and minimize the risk inherent in physical activity. Expertise in physical activity management is essential. For some specific physical activities/programming, such as aquatics and Cardio-Pulmonary Resuscitation (CPR), it is recommended that certified training be required.

As a general rule, teachers will be held to the standard of care of a careful parent or a large family, considering such factors as the number of students being supervised; the age; maturity; level of skill and knowledge; the behavioural propensities of the students; the nature of the activity; the type of equipment being used; and the location involved. Staff members responsible for a subject area requiring expertise may be held to a higher professional standard of care. For example, a physical education teacher may be presumed to know more about the dangers inherent in artistic gymnastics than would the average parent. Accordingly, he or she may be held to the standard of physical education specialists with training and experience in artistic gymnastics.

Sections 86, 87, and 89 of *The Public Schools Act* address exemption from liability in areas of physical education, and may provide some degree of exemption from liability and negligence. However, it is important that school divisions/districts be aware that it is their primary responsibility for ensuring safe practices when planning and implementing physical education. In several litigations resulting from students being injured during physical education classes, Canadian courts have demonstrated a clear departure from “the careful and prudent parent” standard of care when assessing teacher negligence, adopting instead a “professional” standard of care.

Trial courts, therefore, have concluded that the standard of care to be exercised in the context of instruction in a physical education class can frequently exceed the “careful parent of a large family” test, since many physical education activities require specialized knowledge, training and experience of the teacher. For example, where students are engaging in artistic gymnastics activities, the teacher and school authorities will be required to act as a careful and prudent person having the specialized expertise demanded of an artistic gymnastics instructor.

The Supreme Court of Canada has established four criteria to determine the necessary and appropriate standard of care within the context of physical education:

- Is the activity suitable to the mental and physical condition, as well as the age of participating students?
- Have the students been progressively taught and coached to perform the activity(ies) properly and to avoid the dangers inherent in the activity(ies)?
- Is the equipment adequate and suitably arranged?
- Is the activity being supervised properly in light of the inherent danger involved?
**Environmental Concerns – Spring, Summer and Fall Conditions**

**Lightning Storm**

Watch, Listen, Plan: Watch the sky; listen to the forecasts; have a plan in place (especially if a weather watch is in effect).

Look out when: You can count less than 30 seconds between the lightning flash and the thunder. This means the storm is less than 10 km away and there is an 80% chance that the next strike will occur within that area. Take note if the skies darken; if gusty winds develop; and if weather warnings are broadcast.

Take action: Get inside a building; stay away from windows, pipes and electrical outlets....get inside a vehicle with a metal roof, but avoid contact with the metal. If you’re caught outside, far from safe shelter, stay away from tall objects such as fences, wires, poles and trees. Avoid riding a bike; swimming or boating; participating in outdoor activities; or carrying conductive materials (e.g., fishing rod, umbrella, golf clubs, etc.).

Wait and Watch: Wait about 30 minutes after you hear the last thunder clap before resuming outdoor activities. Watch for broken tree limbs, fallen power lines and flooding caused by heavy rainfall.

**Heat and Ultraviolet Index**

Watch, Listen, Plan: Listen to the forecasts and be aware of the Ultraviolet Index. (Values less than 4:00 are low; Values from 4:00 – 6.9 are moderate; Values from 7:00 – 8.9 are high.)

Look out when: The temperature rises to over 30 C.
The humidex is:
- Less than 29: No discomfort
- 30 to 39: Some discomfort
- 40 to 45: Great discomfort; avoid exertion
- Above 45: Dangerous; Heat stroke possible

For more Information on heat and humidity, please refer to the Environment Canada website at: [https://www.ec.gc.ca/meteo-weather/default.asp?lang=En&n=6C5D4990-1#humidex](https://www.ec.gc.ca/meteo-weather/default.asp?lang=En&n=6C5D4990-1#humidex).

Take action: Wear a hat; apply sunscreen; and keep hydrated. Lower the intensity of the outdoor activity or move indoors.

Watch: Watch for any signs of sunburn, heat stroke and heat exhaustion. Be prepared to provide the necessary first aid.

**Outdoor Field Conditions**

Watch, Listen, Plan: The playing area must be free of debris and obstructions; it must provide suitable footing; and it must be well-removed from traffic.
Look out when: There are areas that the students must not use. These areas must be marked off.

Take action: Report to the principal any conditions or hazards that are unsuitable and in need of repair or removal.

Wait and Watch: Wait until repairs are completed or until any hazards are removed before resuming activities.

Insects

Watch, Listen, Plan: Take note if excessive numbers of insects are present. Look out when: There are students with insect allergies present.

Take action: Ensure that students with allergies have the necessary medication on hand (e.g., epi pen).

*Environmental Concerns – Wind Chill Hazards*

<table>
<thead>
<tr>
<th>Wind Chill (°C)</th>
<th>Exposure Risk</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 to -9</td>
<td>Low</td>
</tr>
<tr>
<td>-10 to -27</td>
<td>Moderate</td>
</tr>
<tr>
<td>-28 to -39</td>
<td>High</td>
</tr>
<tr>
<td>-40 to -47</td>
<td>Very High</td>
</tr>
<tr>
<td>-48 to -54</td>
<td>Severe</td>
</tr>
<tr>
<td>-55 and colder</td>
<td>Extreme</td>
</tr>
</tbody>
</table>


NOTE: Watch for prolonged exposure and signs of frostbite. Be prepared to provide the necessary first aid.

*Outdoor Field Conditions*

Watch, Listen, Plan: The playing area must be free of debris and obstructions; it must provide suitable footing; and it must be well-removed from traffic. Watch for holes and severely uneven surfaces. Choose a site that takes sun; wind; snow conditions; and the suitability of the terrain into consideration.

Look out when: There are areas that the students must not use. These areas must be marked off. Watch out for conditions where the area is icy beyond the point of providing suitable and safe footing.

Take action: Report to the principal any conditions or hazards that are unsuitable and in need of modification, repair or removal.

Wait and Watch: Wait until repairs are completed or until any hazards are removed before resuming activities.
Aquatics - All Grades

Equipment:
First Aid Kit and phone must be accessible.
Standard safety equipment [according to pool regulations] must be available -- [e.g., ring buoys, reaching poles, spinal boards, etc.].
All electrical equipment [e.g., portable stereo], must be properly grounded [GFI].
Only approved personal flotation devices (PFDs) are used.

Clothing/Footwear:
Suitable swimwear should be worn.
Device to keep hair from obstructing vision must be worn [e.g., elastic band, bathing cap, hair tied back or worn in a bun].
Jewellery representing a safety concern must be removed. If not removable, it must be taped -- [e.g., medical alert identification, religious/cultural jewellery].
Eyewear may need to be removed or secured.
OUTDOOR NOTE: Students must bring suitable protection against sun, heat and insects.

Facilities:
The program must use School or Community Pools. [For pond or lake swimming – see “Outdoor Education”.

Special Rules/Instruction:
If the students are going to a pool that is off school board property, the parents must be informed.
Emergency procedures must be outlined to the students prior to entering the water.
The person in charge must be informed about any student with a medical problem that may affect the student’s safety in the water.
Students must follow the pool regulations, including:
  o no running or pushing on the deck;
  o no gum chewing;
  o no food in the pool area;
  o follow the diving-area rules;
  o do not dive into the shallow end;
  o shoes are not allowed on the deck.
Students should shower before entering the pool. [Students with infected cuts, sores, or communicable diseases must not be in the pool.]
Skills must be taught in the proper progression.
Screening and testing must initially be done in the shallow end.

Supervision:
At least one qualified lifeguard is required. Recommended: One for each group of 25 students in or near the water. When determining the number of lifeguards needed, include those working at the venue.
Life guarding credentials must be current. Minimum certification is Life Saving Society Bronze Cross and Standard First Aid Certification. National Life Guard Service is recommended.

---

1 For additional safety measures, please refer to Swim Safe Programs: A Reference Guide for Schools on the MSBA website. Also refer to page 109 (Aquatics): Safety First in YouthSafe Manitoba: School Field Trip Resource.
Each instructor must supervise on site; must supervise only one class or group; and must stay in the pool or on the pool deck area. [On site supervision by the teacher is also required.]

The suggested instructor/student ratio-
- 1:12 Senior Years
- 1:8 Middle Years
- 1:6 Early Years
- 1:4 Kindergarten
- 1:1 Special Population

Teacher/Student Ratio is 1:25.

Change rooms should be monitored frequently.

Students should ask permission to leave the pool area.
Archery – Senior Years Only

Early and/or Middle Years require additional dedicated supervision, specific activity based safety instructions and strict enforcement of all safety procedures/rules.

Equipment:
First Aid Kit and phone must be accessible.
All equipment must be checked regularly for defects.
Arm guards and finger tabs should be made available to students.
Bow length and weight must correspond to the height and strength of the participant.
Equal number of appropriate length arrows must be given to each participant.
Use only appropriate targets.
Cross bows are not to be used.

Clothing/Footwear:
The following must be worn:
Suitable footwear and clothing providing the student with unrestricted movement. [Note: appropriate close-fitting clothes must be worn on the upper body during this activity.]
Jewellery representing a safety concern must be removed. If not removable, it must be taped -- [e.g., medical alert Identification, religious/cultural jewellery].
Eyewear may need to be removed or secured.

Facilities:
The playing area must be free of debris and obstructions; must provide suitable footing; and must be well removed from traffic, with boundaries clearly identified.
For indoor shooting, a properly installed safety net must be used.
Access and exit to the facility must be controlled and warning signs must be posted.
For outdoor activity, the shooting area must be well marked and controlled.

Special Rules/Instruction:
“Firing” line must be established, and it must be appropriate for the skill level of the students. [No one is allowed in front of the firing line until signalled by the teacher.]
All students not involved in shooting must be positioned well behind the firing line and away from the archers on the line.
Establish a start and stop shooting and retrieving procedure.
Students must receive instruction on safety procedures and shooting techniques, including care and use of the equipment [e.g., how to remove an arrow from a target butt safely].
A loaded or unloaded bow must never be pointed at anyone.
Bows must only be loaded on the shooting line, after the signal to shoot has been given.
Skills must be taught in the proper progression.

Supervision:
Constant visual supervision is required.

---

Footnotes:
2 For additional safety measures, please refer page 101 (Archery): Safety First in YouthSafe Manitoba: School Field Trip Resource.
**Ball Hockey (non-ice and ice) – All Grades**

**Equipment:**
- A first aid kit and phone must be accessible.
- Stick blades must be checked regularly to ensure that the blade is securely attached to the stick.
- Only regulation plastic hockey sticks may be used. Plastic goals or pylons should be used.
- Suitable soft balls must be used, including: P30, P40, nerf, yarn ball, tennis ball, plastic, or a highly visible soft light-rubber puck.
- Eye protection should be worn.
- Goalies must wear face masks (e.g., hockey helmet with cage), and should wear protective gloves.
- On ice – CSA approved hockey helmet is compulsory.

**Clothing/Footwear:**
- The following must be worn:
  - Suitable footwear and gym clothing providing the student with unrestricted movement.
  - Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
  - Eyewear may need to be removed or secured.
  - OUTDOOR NOTE: Students are responsible to bring suitable protection against cold and sun.

**Facilities:**
- The playing area must be free of debris and obstructions; must provide suitable footing; and must be well removed from traffic, with boundaries clearly identified.

**Special Rules/Instruction:**
- The following rules must be in place and must be enforced by penalties:
  - no body contact
  - no stick on body contact
  - the stick must remain below the waist at all times with the blade preferably below knee-level
  - slap shots are not allowed
  - implement a crease for protection of the goalie
  - no other player (or player’s stick) is allowed in the goal crease
  - no lifting and slashing the opponent’s stick
- Skills must be taught in the proper progression.
- Games must be based on the skills that are taught.
- The number of sticks should be limited to the number of players on the playing field.

**Supervision:**
- On site supervision is required.
Basketball and Related Games – All Grades

Equipment:
A first aid kit and phone must be accessible.
Where a stage is close to the baseline, gym mats must be placed over the edge of the stage and must extend close to the floor.
In situations where the student’s follow through and/or run-off the end of the court may result in contact with an end wall – protective padding or gym mats must be placed beyond the “key” area; must extend a minimum of 1.88 m (6’) up the wall from the top of the baseboard (maximum 10 cm (4”) from the floor), and must be a minimum width of 4.88 m (16’).
Recommend that the wall padding be permanently secured to the wall where possible.
Early Years – 4 x 4 mats may be used because the students are shorter at this age level.

Clothing/Footwear:
The following must be worn:
Suitable footwear and gym clothing providing the student with unrestricted movement.
Suitable footwear and gym clothing providing the student with unrestricted movement.
Items such as cast, braces, or other materials that my pose danger are not to be worn.
Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
Eyewear may need to be removed or secured.

Facilities:
The playing area must be free of debris and obstructions; must provide suitable footing; and if outdoors must be well removed from traffic, with boundaries clearly identified.
Indoor facilities - ensure the floor holes used for volleyball and badminton are properly covered and secure.
Only trained adults are to use motorized or hand winches to raise and lower the baskets.
Only trained adults may operate power drills to raise/lower baskets.
The winch for moving backboards up and down must not be located directly under the supporting wall-mounted structure. When raising or lowering baskets, the area directly below the moving basket must be clear of people and equipment.
Backboards must have a support safety chain that will maintain support of the structure in case the wall mounting bolts fail.

Special Rules/Instruction:
Skills must be taught in the proper progression.
Games must be based on the skills that have been taught.
If the gym does not facilitate safe play, (e.g., doors and radiators under the baskets; a wall too close to the baseline; close proximity of chin-up bars and climbing apparatus), modify the rules appropriately.  (e.g., no lay-ups)

Supervision:
On site supervision is required for the initial instruction followed by in the area supervision.
Early Years – On site supervision is required at all times.
Bench, Chair and Utility Box Activities – Early and Middle Years

Equipment:
A first aid kit and phone must be accessible.
Stacking chairs must not have cracks or chipped corners and the seat and back must be secured to the supports.
Benches must not have cracks, chipped corners or splinters on the top surface.
Bench tops must be secured to all supports.
Mats should be used in all jumping or landing activities involving equipment.

Clothing/Footwear:
The following must be worn:
Suitable footwear and gym clothing that allows the student unrestricted movement.
Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
Eyewear may need to be removed or secured.

Facilities:
Ensure that there is enough space around chairs/benches for safe usage.
Allow for landings at safe distances away from walls and other equipment.

Special Rules/Instruction:
All skills must be taught in a logical progression from simple to complex. Observe that the child demonstrates control of basic movement before moving to more complicated skills, (e.g., forward jumping and landing before backward jumping and/or jumping with turns).
Jumping and landing skills can effectively be taught from chairs, benches, and low utility boxes before using larger equipment. Teach simple forward jumps and soft landings first before introducing aerial shapes and rotations.
Instruct children to jump up from the chair, bench or utility box and land close so that the chair, bench or utility box does not move.
Instruct children never to jump from the seat over the back of the chair.

Supervision:
Chair and bench activities require on site supervision.
Boardsailing – Senior Years Only

**Equipment:**
- First Aid Kit and phone must be accessible.
- The equipment supplied by the local sailing school must be inspected for defects.
- Personal safety equipment must be checked prior to use to ensure proper fit.
- Each student must wear a PFD [Personal Flotation Device] with a whistle attached.

**Clothing/Footwear:**
- It is recommended that students bring:
  - Suitable footwear that can get wet. [Shoes with a non-slip sole or non-slip-soled sandals are preferable.]
  - Suitable swimwear;
  - Water bottle;
  - Sunscreen; and
  - Hat.
- Raincoat/windbreaker and/or a fleece [if the weather is rainy, windy, or cold Jewellery representing a safety concern must be removed. If not removable, it must be taped -[e.g., medical alert identification, religious/ cultural jewellery].
- Eyewear may need to be removed or secured.
- OUTDOOR NOTE: Students must bring suitable protection against sun, heat and insects.

**Facilities:**
- Board sailing should be done in waters that are above 15 degrees Celsius and that do not have any areas with visual obstructions.
- Instructors must designate a sailing area to the students, which they must adhere to.
- Weather, boat traffic and hazards must be taken into account.

**Special Rules/Instruction:**
- This activity is not recommended in the Early and Middle Years, and parental permission for the activity must be obtained.
- Prior to the activity, in a classroom session instructors must provide the students with the knowledge base necessary for safe sailboarding.
- Students must complete the following swim test prior to water activities:
  - swim 100 m continuously using any stroke;
  - tread water for 3 minutes;
  - put on a lifejacket in the water;
  - demonstrate the help/huddle position.
- Students must be familiar with emergency procedures and self-rescue skills related to the facility, and must respect their equipment.
- Skills must be taught in the proper progression -[Balance, Propulsion, Direction].
- A PFD must be worn at all times, and students must be familiar with basic first aid and hypothermia.
- Instructors must be aware of weather and water conditions, including off-shore breeze, and will make the final decision on whether or not the students go out on the water.

---

3 For additional safety measures, please refer to Swim Safe Programs: A Reference Guide for Schools on the MSBA website. Also refer to page 133 (Windsurfing/Boardsailing): Safety First in YouthSafe Manitoba: School Field Trip Resource.
Supervision:
Certified board sailing instructors may be secured to instruct the course. [Certification: Minimum of Level I Canadian Yachting Association Coaching Certificate.]
Instructor to Student Ratio is 1:10 in partners with a maximum of 10 students using sailboards at any one time.
A minimum of one motorized rescue craft for every 10 sailboards must be present to aid in the supervision of students off-shore.
A lifeguard on site is required but may be the board sailing instructor.
Life guarding credentials must be current. Minimum certification is Life Saving Society Bronze Cross and Standard First Aid Certification. National Life Guard Service is recommended.
On site supervision is required.
Prepare an emergency action plan for this activity. [Check Appendix D.]
There must be a designated supervisor [teacher, parent, or responsible adult] available with a vehicle to accompany any injured student to the hospital.
This must not be the “in-charge” supervisor.

Bouldering*

Bowling – All Grades
Equipment:
A first aid kit and phone must be accessible.

Clothing/Footwear:
Suitable footwear must be worn at all times, as provided or approved by the facility. Street clothes are acceptable.
Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
Eyewear may need to be removed or secured.

Note: Ten Pin bowling – rings could be a hazard.

Facilities:
Gym; school property; bowling lanes

Special Rules/Instruction:
Skills must be taught in the proper progression.
Parents must be aware of any away-from-school activity and the mode of transportation being used.
Teach and follow the rules and etiquette as outlined by the facility.
Students must be shown the proper hand-placement when picking up the bowling ball.
If bowling is being taught in the gym – the students must be made aware of equipment rules; must stand aside when the pins are being set up; and must not bounce the bowling balls.

Supervision:
In the area supervision is required.
Early Years – On site supervision is required.

---

* For additional safety measures, please refer to page 69 (Wall Climbing) of the present document and pages 94-95 (Bouldering): Safety First in YouthSafe Manitoba: School Field Trip Resource.
**Broomball (non-ice and ice) – All Grades**

**Equipment:**
- A first aid kit and phone must be accessible.
- Regulation broomball sticks must be used. (Modified indoor sets are also available.)
- Plastic goals or pylons should be used.
- Use a nerf ball, utility ball, or a regulation ball specifically made for broomball.
- Goalies must wear face masks.
- If playing on ice – CSA approved hockey/broomball helmet (with mask) must be worn.

**Clothing/Footwear:**
- If broomball is played outdoors on fields, blacktop, or rinks – players must wear suitable footwear and clothing for the weather conditions.
- If skates are used, refer to Ice Hockey guidelines.
- If playing on ice – runners or broomball shoes should be worn.
- Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
- Eyewear may need to be removed or secured.

**Facilities:**
- For Non-Ice Broomball – The blacktop area must be free from obstructions. If a field is used it must be free from ice patches or pot holes.
- For Ice Broomball – The ice surface must be free from obstructions.
- OUTDOOR NOTE: Students are responsible to bring suitable protection against cold and sun.

**Special Rules/Instruction:**
- Players must keep their sticks below the waist at all times.
- The crease must be extended 2 m (6’ 6”) from the goal line. Only the goalie and the goalie’s broom are allowed in the crease.
- Only non-contact broomball is allowed.
- Skills must be taught in the proper progression.
- Games must be based on the skills that are taught.
- Parents must be made aware of any away-from-school activity and the transportation arrangements.

**Supervision:**
- On site supervision is required.
**Cricket – All Grades**

**Equipment:**
- A first aid kit and phone must be accessible.
- Regulation cricket bats and stumps should be used.
- For regulation cricket, approved cricket pads and gloves must be worn by the batters and the wicket-keeper.
- Tennis balls are to be used for indoor cricket games.

**Early & Middle Years - Use an official Kanga Ball set, or modify as follows:**
  - use tennis balls, cosom plastic balls, or “soft” balls
  - use sturdy plastic bats
  - use Kanga Ball wickets, each having 3 sturdy plastic stumps which fit into a hollow base

**Clothing/Footwear:**

The following must be worn:
- Suitable footwear and gym clothing providing the student with unrestricted movement.
- No cleats are allowed
- Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
- Eyewear may need to be removed or secured.

**Facilities:**

The playing area must be free of debris and obstructions; must provide suitable footing; and must be well removed from traffic, with boundaries clearly identified.

For indoor cricket variations, the playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs, pianos).

**Special Rules/Instruction:**

The official game of cricket is not recommended for the Early and Middle Years. (Use variations.)
- Skills must be taught in the proper progression.
- Games must be based on the skills taught.
- “Bouncers” and “bean balls” must not be bowled.
- A designated area must be established for non-active players at a safe distance behind the batter.
- Early and Middle Years – the bowler should underhand lob or roll the ball at the batter’s wicket, and the wicket-keeper must stand a safe distance behind the striker.

**Supervision:**

On site supervision is required.
Cross Country Skiing, Snow-Shoeing, Snow Skating – All Grades

Equipment:
A first aid kit and a phone should be accessible.
For Cross Country Skiing - skis, bindings, boots and poles must be in good repair and must be the appropriate size for the skier.
For Snowshoeing -- frame and bindings must be in good repair.
Any equipment brought to school should be safety inspected at home first [e.g., skis, skates, helmets].

Clothing/Footwear:
Clothing must be appropriate for outdoor activity and must take into account the outdoor temperature. [Use ‘layering’ principles and encourage the wearing of toques, hats, and gloves.] Jewellery representing a safety concern must be removed. If not removable, it must be taped -- [e.g., medical alert identification, religious/ cultural jewellery].
Eyewear may need to be removed or secured.
OUTDOOR NOTE: Students must bring suitable protection against cold and sun.

Facilities:
Define the specific route for the students so that they are aware of the boundaries for the activity.
When choosing a site, the following conditions must be taken into consideration: sun, wind, snow conditions and suitability of terrain [e.g., proximity to rivers and lakes].
When selecting a non-commercial site, the facility must include:
- level field with practice tracks;
- long run-out at the bottom section of a larger hill;
- proximity to warmth, food, waxing and other facilities.

Special Rules/Instruction:
Discuss frostbite and hypothermia with the students and teach them how to recognize and treat these conditions.
Emergency procedures must be established and communicated to the students.
Parents must be informed of an away-from-school activity.
Skills must be taught in the proper progression.
Students must be taught how to care for and carry their equipment. [e.g., ski poles have sharp tips -- caution students about their safe use; ask students to ensure that their boots are secure in the ski bindings.]
Teach basic uphill and downhill maneuvers on a very gentle slope.
Use a buddy system.
Teachers must be aware of students with a history of asthma; other respiratory problems; disabilities; or illnesses.

5 For additional safety measures, please refer to page 150 (Cross Country Skiing) and page 154 (Snow-Shoeing): Safety First in YouthSafe Manitoba: School Field Trip Resource.
Supervision:

In the area supervision is required. Prepare an emergency action plan for this activity. [Check Appendix D.]
There must be a designated supervisor [teacher, parent, or responsible adult] available with a vehicle to accompany any injured student to the hospital.
This must not be the “in-charge” supervisor.
If the class is divided into groups, the duties of each group leader/supervisor must be clearly outlined.

Suggested Instructor/Student Ratio:
- Early Years: 1:10
- Middle Years: 1:20
- Senior Years: 1:30.
**Curling – All Grades**

**Equipment:**
- A first aid kit and phone must be accessible.
- In “jam pail” curling – ensure that all handles are secure.
- Early Years – Parents should be encouraged to have their child wear a helmet.
- Little rocks and smaller brooms are recommended.
- Curling brooms need to be smooth handles, free of splinters with a clean head free of debris.

**Clothing/Footwear:**
- Clothing must be appropriate for cold temperature activity.
- Clothing is layered and includes a warm sweater or jacket, sweat pants, stretchy pants, or loose fitting pants, non-slip gloves or mitts.
- Students should wear curling shoes - or slip-on-slider – or running shoes with the sliding shoe taped.
- Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
- Eyewear may need to be removed or secured.
- OUTDOOR NOTE: Students are responsible to bring suitable protection against cold and sun.

**Facilities:**
- In “jam pail” curling – ensure that the ice surface is smooth.
- Curling rink. The ice area must be inspected for hazards or potentially unsafe situations (i.e., unfastened backboards, hack covers left on ice).

**Special Rules/Instruction:**
- Teach etiquette and safety rules before going to the curling rink or any ice surface.
- Skills must be taught in the proper progression.
- Children begin with the slowest type of slider (i.e., slip-on half plastic slider or a nylon and gradually progress to a faster slider, dependent upon individual skill level.
- Parents must be informed when curling takes students off the immediate school property.

**Supervision:**
- On site supervision is required.
- Prepare an emergency action plan for this activity. (Check Appendix D.)
- There must be a designated supervisor (teacher, parent, or responsible adult) available with a vehicle to accompany any injured students to the hospital. This must not be the “in-charge” supervisor.
Cycling – All Grades

Equipment:
A first aid kit and phone must be accessible.
Bicycles must be inspected for working brakes and properly inflated tires.
Bicycle size must be appropriate for the rider.
Correctly fitting and approved bicycle helmets must be worn.
One rider will carry a bicycle tool kit [including a pump].
The supervisor will carry a first aid kit and an emergency phone should be accessible if the activity is away from the school property.

Clothing/Footwear:
Suitable clothing [for visibility] and suitable footwear must be worn.
Open-toed shoes must not be worn.
Shoelaces must be tied.
Jewellery representing a safety concern must be removed. If not removable, it must be taped -- [e.g., medical alert identification, religious/cultural jewellery].
Eyewear may need to be removed or secured. Students must bring suitable protection against sun, heat and insects.

Facilities:
Choose routes carefully in terms of length, road surface, frequency of traffic, and complexity of intersections and railway crossings.
Prior to initial use of the route, the teacher must do a safety ride-through to verify safety and suitability.
For off-road routes, permission of the land owner must be obtained.
Provide students with a map and/or clear directions.

Special Rules/Instruction:
The rules of the Highway Traffic Act must be reviewed and adhered to. Check with local police as a permit may be required for travelling on highways.
An initial riding pre-test [with safety emphasized] must be passed before leaving school property [e.g., Autopac Safety Test].
A record of the route and the names of students participating must be left with an appropriate person at the school.
Use the buddy system.
Students must be aware of emergency procedures in case of an accident and parents must be informed that cycling will take students off school property.
No personal electronic devices or other distracting equipment may be used.
Racing must not be done as an in-class activity.
Skills must be taught in the proper progression. Consider a safety vest for the lead and last riders.

Supervision:
In the area supervision is required.
Prepare an emergency action plan for this activity. [Check Appendix D.]

---

6 For additional safety measures, please refer to page 75 (Cycling): Safety First in Youthsafe Manitoba: School Field Trip Resource.
There must be a designated supervisor [teacher, parent, or responsible adult] available with a vehicle to accompany any injured student to the hospital. This must not be the “in-charge” supervisor. The teacher must stay at the back of the pack and a second adult leading the pack is recommended. The recommended maximum teacher/ student ratios are:

- Early Years: 1:10
- Middle Years: 1:20
- Senior Years: 1:30.
Dance/Rhythmic Sportive Gymnastics – All Grades

Equipment:
- A first aid kit and phone must be accessible.
- Sound and music equipment must be in good working order.
- Early Years – Rhythmic Clubs must not be used.

Clothing/Footwear:
- Appropriate footwear such as gymnastics slippers or running shoes can be worn. Bare feet are also permitted, but footwear must be close by in case of fire.
- Jewelry representing a safety concern must be removed.

Facilities:
- Use a gym or very large room which is free from obstacles.

Special Rules/Instruction:
- Skills must be taught in the proper progression.
- Instruct students in the safe use of the equipment and provide sufficient practice space.
- Early Years – Modify the activity to the age and ability of the students. (e.g., throwing of ropes, ribbons, hoops, etc. should be kept to a low height.)

Supervision:
- In the area supervision is required for dance.
- On site supervision is required for Rhythmic Sportive Gymnastics.
**Diving (Springboard or Tower Diving) – All Grades**

**Equipment:**
- A first aid kit and phone must be accessible.
- Use standard safety equipment as stated in the pool regulations.

**Clothing/Footwear:**
- Suitable swimwear should be worn.
- A device to keep hair from obstructing vision must be used where appropriate (e.g., elastic).
- Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
- Eyewear may need to be removed or secured.

**Facilities:**
- Ensure that the diving board and fulcrum are in good working order.
- Water depths must conform to Canadian Amateur Diving Association (C.A.D.A.) regulations.
- BACKYARD POOLS MUST NOT BE USED.

**Special Rules/Instruction:**
- Students must adhere to the following regulations:
  - only one person using the board at one time
  - move towards the edge of the pool after a dive
  - no running or pushing on the pool deck
  - make sure the diving area is clear before diving
  - no diving into the shallow end
  - no wearing of goggles or ear plugs, and no gum chewing
  - shoes are not allowed on the pool deck
- Emergency procedures must be outlined to the students, and skills must be taught in the proper progression.

**Supervision:**
- On site supervision is required by the teacher and constant visual supervision is required by a qualified lifeguard/instructor.
- Instructors must have C.A.D.A. Certification Level I if they are teaching any diving skills beyond a front dive.
- Maximum ratio: 25 pupils per qualified National Lifeguard Service (N.L.S.) lifeguard/instructor.

---

7 For additional safety measures, please refer to Swim Safe Programs: A Reference Guide for Schools on the MSBA website.
Dodge Ball Type Games, Tag Games – All Grades

Equipment:
A first aid kit and phone must be accessible.
A “soft” ball (e.g., nerf ball, soft foam ball) must be used.
A partially deflated ball is not appropriate.

Clothing/Footwear:
The following must be worn:
Suitable footwear and gym clothing providing the student with unrestricted movement.
Use sun protection when playing outdoors, if necessary.
Jewelry representing a safety concern must be removed.

Facilities:
The playing area must be free from obstructions (e.g., decks, chairs, pianos, etc.)
All access/exit doors must be closed.
If playing outdoors – ensure that the game is in a confined area away from streets and sidewalks.

Special Rules/Instruction:
Modify the rules to accommodate age, ability, and physical development of the participants.
Rules for “contact by the ball” must be in place (e.g., below the shoulders, or below the waist.)
Skills must be taught in the proper progression.

Supervision:
Constant visual supervision is required.
**Fencing – Senior Years**
Early and Middle Years require additional dedicated supervision, specific activity based safety instructions and strict enforcement of all safety procedures/rules.

**Equipment:**
A first aid kit and phone must be accessible.
Equipment (including: mask, vest, gloves, foil with rubber tip, épeé and sabre) must be checked regularly by students and staff for defects and must be repaired or replaced as required.
The fit of the mask is important. To check the size, have the student bend forward. If the mask falls off, appropriate adjustments must be made.

**Clothing/Footwear:**
Short-sleeved shirt, fencing jackets, and long athletic pants must be worn.
Suitable footwear must be worn.
Jewelry representing a safety concern must be removed.

**Facilities:**
The fencing area must be free from obstacles and debris and must provide good footing. (Use only gym floors to reduce the risk of injuries.)

**Special Rules/Instruction:**
All equipment must be worn before fencing can begin, especially masks.
Students must be instructed in all safety rules associated with the sport before equipment is handed out. (Example: Students must place fencing equipment on the floor before removing mask; points must be towards the floor during instruction/demonstration.)
Skills must be taught in the proper progression.

**Supervision:**
Fencing must take place only under the direct supervision of the instructor.
Constant visual supervision is required when fencing an opponent.
Field Hockey – All Grades

Equipment:
A first aid kit and phone must be accessible.
Regulation field hockey (or developmentally appropriate) sticks must be used.
Students must be trained to check their sticks regularly for cracks.
Use a regular field hockey ball or an indoor “soft” ball.
An approved hockey helmet with cage and full goalie equipment must be worn by the
goaltender.
Mouth guards and shin guards should be worn.

Clothing/Footwear:
The following must be worn:
Suitable footwear and gym clothing providing the student with unrestricted movement.
Metal cleats must not be worn.
Jewelry representing a safety concern must be removed. If not removable, it must be taped –
(e.g., medical alert identification, religious/cultural jewelry).
Eyewear may need to be removed or secured.
OUTDOOR NOTE: Students are responsible to bring suitable protection against sun, heat and
insects.

Facilities:
The playing area must be free of debris and obstructions; must provide suitable footing; and
must be well removed from traffic, with boundaries clearly identified.

Special Rules/Instruction:
Skills must be taught in the proper progression.
Games must be based on the skills that are taught.
If a regulation ball is used and there is a goalie, equipment as specified must be used.
The ball must be played only with the flat side of the stick.

Supervision:
On site supervision is required.
**Fitness Activities (Aerobics, Chinning Bar, Peg Board, Circuit Training, Aerobic Steps, Slides, Tubing, etc.) – All Grades**

**Equipment:**
- A first aid kit and phone must be accessible.
- Stationary bicycles, benches, chinning bars, peg boards and other equipment used in fitness activities must be in good repair.
- Electrical equipment must be in good working order.
- Steps and/or slides must be in good repair and must be equipped with non-slip treads.
- Tubing/elastic strips must be the proper tension and length for the level of participant and must be in good repair.
- Early Years – Free Weights are not recommended.

**Clothing/Footwear:**
The following must be worn:
- Suitable footwear and gym clothing providing the student with unrestricted movement.
- Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
- Eyewear may need to be removed or secured.

**Facilities:**
The floor area must be free of all obstacles (e.g., tables and chairs, pianos).
- Allow adequate space between fitness activities/equipment in order to provide for a free flow of motion.

**Special Rules/Instruction:**
- Fitness activities must be modified based on – the age and ability level of the students; the facilities; and the equipment available.
- Where fitness equipment is being used (e.g., stationary bicycle, medicine ball, chinning bar, etc.), students must be instructed in the proper use of the equipment before using it.
- Use the proper progression for the activities:
  - warm-up
  - muscle strength
  - endurance
  - peak work activities
  - cool down activities
- Where the fitness activities constitute the main part of the lesson – proper warm-up and cool-down must be provided.
- Permit the students to work at personal levels of intensity (e.g., students who can make responsible decisions related to “low-impact to high-impact” and “low-intensity to high-intensity”).
- Correct body alignment for injury prevention must be stressed.

**Supervision:**
- On site supervision is required.
Floor Hockey and Gym Ringette (Also see Ball Hockey) – All Grades

Equipment:
A first aid kit and phone must be accessible.
A suitable soft ball must be used for floor hockey – including: P30, P40, nerf, yarn ball, plastic or soft light rubber puck. A regulation rubber or felt ring must be used for ringette.
Only use:
  o plastic “ringette” and/or
  o commercially produced plastic floor hockey sticks. Sticks must be checked regularly for cracks.
The goalie must wear a protective mask (e.g., hockey helmet with cage) and should wear protective gloves.

Clothing/Footwear:
The following must be worn:
Suitable footwear and gym clothing providing the student with unrestricted movement.
Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
Eyewear may need to be removed or secured.

Facilities:
The playing surface must be free of all obstacles, (e.g., tables & chairs, pianos).
Floor plugs must be in place and flush with the floor.

Special Rules/Instruction:
The following rules must be in place and must be enforced by penalties:
  o no body contact
  o no stick on body contact
  o the stick must remain below the waist at all times with the blade preferably below knee-level
  o slap shots are not allowed
  o implement a crease for protection of the goalie
  o no other player (or player’s stick) is allowed in the goal crease
  o no lifting and slashing the opponent’s stick
Skills must be taught in the proper progression.
Games must be based on the skills that are taught.
Eye protection should be worn.
Early Years – The stick should be in contact with the floor at all times except on a shot or a pass when the stick may not go beyond waist level.

Supervision:
On site supervision is required.
Football (Flag, Touch) – All Grades

Tackle Football is not an appropriate activity for classroom Physical Education.

Equipment:
A first aid kit and phone must be accessible.
Use a ball that is appropriate to the size and ability of the group. (e.g., a smaller football or nerf ball).

Clothing/Footwear:
The following must be worn:
Suitable footwear and gym clothing providing the student with unrestricted movement.
Metal or composite cleats must not be worn in class.
Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
Eyewear may need to be removed or secured.
OUTDOOR NOTE: Students are responsible to bring suitable protection against sun, heat and insects.

Facilities:
The playing area must be free of debris and obstructions; must provide suitable footing; and must be well removed from traffic, with boundaries clearly identified.
Goal posts should be padded when the goal posts are in the field of play.

Special Rules/Instruction:
Tackle football is not an appropriate activity for classroom Physical Education.
Skills must be taught in the proper progression.
Games must be based on the skills that are taught.
No blocking is allowed – except at the line of scrimmage. Pass blocking is allowed only after the proper technique has been taught.
Modify the results of the game to accommodate differences in ability, age and physical development.
Boundary lines must be clearly indicated.

Supervision:
On site supervision is required.
Golf – All Grades

Equipment:
A first aid kit and phone must be accessible.
Plastic “whiffle” or rubber golf balls must be used.
Real golf balls must not be used on school property except for putting and chipping. (If chipping is indoors – use whiffle balls only).
Equipment, especially grips, must be checked regularly and repaired as needed.
Early Years – Ensure that the clubs are the appropriate length.

Clothing/Footwear:
The following must be worn:
Suitable footwear and gym clothing providing the student with unrestricted movement.
Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
Eyewear may need to be removed or secured.
OUTDOOR NOTE: Students are responsible to bring suitable protection against sun, heat and insects.

Facilities:
Gym; school property; golf domes; putting course; golf course; driving range; chipping (short game) course.
Adequate space is required and the space must allow for a full backswing and follow through.
Regardless of facility, the hitting area must be well marked and controlled.
For indoor (gym) golf – use mats and plastic balls. Emphasize that safety is the #1 concern (e.g., only a certain number of students can hit balls at one time, depending on the size of the gym).

Special Rules/Instruction:
Students must receive instruction on proper golf etiquette and safety.
Skills must be taught in the proper progression.
Establish a safe routine for hitting and retrieving golf balls and a designated safe area for use of real balls while chipping.
Students must have had an opportunity to develop their skills prior to playing on an actual golf course.
All rules of play must be followed.

Supervision:
On site supervision is required for the initial instruction and when chipping with real golf balls.
In the area supervision is required following the initial instruction.
Gymnastics (General Procedures) – All Grades

Equipment:
A first aid kit and phone must be accessible.
Mats must be placed on all designated landing areas under and around equipment without overlaps or gaps, and must be regularly checked for wear and tear.
General utility mats are to be used for floor work, tumbling, and landing on the feet from a controlled height (i.e., the student’s height at shoulder is maximum jumping height).
Recommended thickness include:
  o ensolite 3.8 cm (1 ½”)
  o trocellen 5.1 cm (2”)
  o ethfoam 3.8 cm (1 ½”)
  o sarneige 3.8 cm (1 ¼”)
  o mats of equivalent compaction rating
Landing surfaces to be used for elevated inverted skills: 30.5 cm – 60.9 cm (12” – 24”) solid or cross-linked foam pit.
These 12” x 24” surfaces must not be used as landing surfaces for vaulting or for controlled landings (e.g., landing on the feet) off any piece of equipment.

Clothing/Footwear:
The following must be worn:
Suitable footwear and gym clothing that allows the student unrestricted movement. (Shirts must be tucked in.)
Bare feet or gymnastic slippers are acceptable. (No sock feet are allowed.) Footwear must be easily accessible in case of fire.
Tie back long hair and remove barrettes.
Jewelry representing a safety concern must be removed.
Eyewear may need to be removed or secured.

Facilities:
Ensure that the floor plan allows enough space around each piece of apparatus for safe movement.
Allow for landings at safe distances away from walls, other equipment, and people.
The perimeter of the gym must be free from excess equipment (e.g., tables and chairs).

Special Rules/Instruction:
Teachers must be aware of the physical limitations of the students (e.g., epilepsy, weak wrists, etc.).
Teachers must create an atmosphere of discipline and control.
Students must be instructed not to attempt aerial somersaults on or off the apparatus, extended dive rolls for distance, or front and back handsprings.
When a student displays hesitation verbally or non-verbally, the teacher must discuss the reason(s) for doubt. If the teacher believes that a potential hesitancy during the move could put the student at risk, the student is to be directed toward a more basic skill.
Students must not be forced to perform skills beyond their abilities.
All skills must be taught in a proper progression from simple to complex. Observe that student demonstrates control of basic movement before moving on to more complicated skills (e.g., rotations on mats before performing on apparatus, and perform landings before working on elevated equipment).

Apparatus must be introduced one piece at a time, working towards the development of a circuit. Mat work must precede apparatus. The landing mat must be properly placed for landings and precautions must be taken to minimize movement of the mat on impact. It is advisable that any teacher, who is unfamiliar with any gymnastics apparatus, seek assistance from appropriate support staff and/or refrain from using the equipment until help is received.

Every lesson must be preceded by a warm-up.

**Supervision:**

All elevated inversions require constant visual supervision.

**Spotting:**

Responsibilities vary with the age, strength and experience of the student.

Early Years students are involved in non-contact spotting only (e.g., keeping approach and landing areas clear).

Middle Years students are involved in non-contact spotting (as above), as well as giving verbal cues and checking the placement of mats and stability of equipment.

Middle Years students can also perform the following contact-spotting roles:
- help peers maintain a static balance on benches/boxes;
- assist peers with forward rotation (e.g., roll on mats and other low, wide surfaces);
- help peers maintain balance on mounts;
- handstands on mats; and
- simple vaults on hip-high box horses.

Spotting is initially the role of the teacher and then may progress to trained students.
Gymnastics (Mat Work – See General Procedures Above) – All Grades

Equipment: Mats:
A first aid kit and phone must be accessible.
Mats must be placed on all designated landing areas under and around the equipment without overlaps or gaps.
Regularly check all the mats for wear and tear.
General utility mats are to be used for floor work, tumbling and landing on the feet from a controlled height (student’s height at shoulder is maximum jumping height).
Recommended thickness include:
- ensolite 3.8 cm (1 ½”)
- trocellen 5.1 cm (2”)
- ethfoam 3.8 cm (1 ½”)
- sarneige 3.8 cm (1 ½”)
- mats of equivalent compaction rating

Clothing/Footwear:
Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
Eyewear may need to be removed or secured.
Bare feet or gymnastic slippers are acceptable. (No sock feet are allowed.) Footwear must be easily accessible in case of fire.
Footwear must be easily accessible in case of fire.

Facilities:
Allow for landings at safe distances away from walls and other equipment.
Allow for adequate space so that all practicing will be safe.

Special Rules/Instruction:
Students must be instructed not to attempt: aerial somersaults on or off the apparatus, extended dive rolls (e.g., dive rolls for distance, diving over bodies), front handsprings and back handsprings.
The apparatus must be introduced one piece at a time, working towards the development of a circuit and mat work must precede apparatus. Students should be instructed on landings first.
Be aware of the physical limitations of the students (e.g., strength, flexibility, weak wrists, epilepsy).

Supervision:
Mat-work requires on site supervision.
Constant visual supervision is required if students are doing inversions.
**Gymnastics (Climber) – All Grades**

**Equipment:**

**Climber:**
- Trestles or wall climber.
- A first aid kit and phone must be accessible.
- Equipment set up and adjustment must be done under the direction of the teacher.
- Check clamps and feet of trestles, wall lever and floor pins of wall climber to ensure that the climber is secure. Check daily for defective parts.
- General utility mats must be placed on all landing areas (see Gymnastics – General Procedures for mat specifications, page 32.)

**Clothing/Footwear:**
- Suitable gym clothing must be worn so that the child has bare elbows and knees.
- No dresses, skirts, or jeans may be worn.
- Bare feet; running shoes; or gymnastic slippers are acceptable. (No sock feet are allowed.)
- Footwear must be easily accessible in case of fire.
- Remind the students to tie their shoe laces securely.
- Jewelry representing a safety concern must be removed. If not removable, it must be taped (e.g., medical alert identification, religious/cultural jewelry).
- Eyewear may need to be removed or secured.

**Facilities:**
- Allow for landings at safe distances away from walls and other equipment.

**Special Rules/Instruction:**
- Hanging inversions can only be done under direct instruction of the teacher and a 30.5 cm – 60.9 cm (12” – 24”) landing mat must be in place. Students should be instructed on landings first.
- Inversions must be supervised and must be done so that a student hangs no higher than 1.5 m (5’) above the floor.
- Where a horizontal ladder or bars are at chest height, a child may climb on top. When a horizontal ladder or bars are above chest height of student, (e.g., stretch height), hanging and travelling are permitted. Travelling on top is not permitted.
- Ensure that there is no over-crowding by the students.
- Adjust the equipment to the appropriate height of the students, and appropriate to the activity being performed.
- Students must not jump from anything higher than their own shoulder height.
- Horizontal ladders and bars of trestles must not be approached from the side as trestles could slide sideways.
- Skills must be taught in the proper progression.

**Supervision:**
- Climber requires constant visual supervision.
**Gymnastics (Climbing Ropes) – All Grades**

**Equipment:**

**Climbing Ropes:**
- A first aid kit and phone must be accessible.
- General utility mats must be placed under the ropes (see page 32 Gymnastics – Mat work for specifications).
- Check regularly for fraying. If the ropes are severely frayed, do not use them as students can get slivers.
- Inversion activities require a 30.5 cm – 60.9 cm (12” – 24”) landing mat underneath.
- A stable platform (e.g., utility box) is necessary to initiate a swing.
- If the ropes are used for swinging – the mats must cover the floor surface below the path of the rope.

**Clothing/Footwear:**
The following must be worn:
- Suitable footwear and gym clothing that allows the student unrestricted movement.
- Bare feet are acceptable. (Sock feet are not acceptable.) Footwear must be easily accessible in case of fire.
- Jewelry representing a safety concern must be removed. If not removable, it must be taped (e.g., medical alert identification, religious/cultural jewelry).
- Eyewear may need to be removed or secured.

**Facilities:**
- Allow for landings at safe distances away from walls and other equipment.
- The area used for the ropes must be clear of all obstructions. (This includes leaving room to swing back and forth).

**Special Rules/Instruction:**
- Inversions must be done so that a student hangs no higher than approximately 1 ½ m (5’) above the floor.
- Introduce rope activities in a developmental sequence. Students should be instructed on landings first.
- Swinging activities must be conducted in a controlled manner (e.g., specify a designated start and finish point).
- Always stress control before height. Teachers must designate a maximum climbing height (e.g., 3.9 m).

**Supervision:**
- On site supervision is required.
- Constant visual supervision is required for inversions.
Gymnastics (Beat Board) – All Grades

Equipment:

Beat Board:
A first aid kit and phone must be accessible.
General utility mats or hard-side/soft-side landing mats (minimum 10 cm thick) hard side up, must be placed to designate the landing area. (See Gymnastics – General Procedures for mat specifications page 32.)
Use a manufactured take-off board with a carpeted top and non-skid feet.
Springboards with a flat, long take-off area must not be used.

Clothing/Footwear:
The following must be worn:
Suitable footwear and gym clothing that allows the student unrestricted movement.
Bare feet are acceptable. (Sock feet are not acceptable.) Footwear must be easily accessible in case of fire.
Remind the students to tie their shoe laces securely.
Long hair must be tied back.
Jewelry representing a safety concern must be removed. If not removable, it must be taped (e.g., medical alert identification, religious/cultural jewelry).
Eyewear may need to be removed or secured.

Facilities:
Allow for landings at a safe distance away from walls and other equipment.

Special Rules/Instruction:
Introduce beat board activities in a developmental sequence (e.g., take-offs and landings from the beat board to the mat before the beat board to the box horse). Students should be instructed on landings first.
The combination of beat board and box horse should be undertaken only at the Middle Years level.

Supervision:
Vaulting activities require constant visual supervision.
**Gymnastics (Parallel Bars, High Bar, Still Rings, Uneven Parallel Bars, Floor, Balance Beam, Pommel Horse, Vaulting Horse, Ropes) – All Grades**

**Equipment: Parallel Bars – Middle Years Only: Still Rings – Middle Years Only**

A first aid kit and phone must be accessible.
All equipment must be inspected on a regular basis and repaired as necessary. The teacher must do a safety check for proper set up prior to student use. Ensure all locking mechanisms are checked prior to use.
General utility mats are to be used for floor work and tumbling;

Recommended thickness include:
- ensolite 3.8 cm (1 ½”)
- trocellen 5.1 cm (2”)
- ethefoam 3.8 cm (1 ½”)
- sarneige 3.8 cm (1 ½”)
- mats of equivalent compaction rating

The landing surfaces to be used for elevated inverted skills: 30.5 cm – 60.9 cm (12” – 24”) solid or cross-linked foam pit. These surfaces must not be used as landing surfaces for vaulting or for controlled landings off any piece of equipment (e.g., landing on the feet).
The landing surfaces to be used for feet first landings (e.g., vaulting, dismounts from a height): Hard side/soft side landing mat, minimum 10 cm – with hard side up and no gap between the box horse and the landing surface. No spring boards.
Early Years – The beat board must not be used with the box horse.
General utility mats must be placed to designate the landing area (see page 32, Gymnastics – General Procedures for mat specifications).

**Clothing/Footwear:**

Bare feet or gymnastic slippers are acceptable. (No sock feet are allowed.) Footwear must be easily accessible in case of fire.
Socks or gymnastics slippers may be worn except on the balance beam and when vaulting.
Snug fitting clothes that allow unrestricted movement must be worn.
Long hair must be tied back.
Jewelry representing a safety concern must be removed. If not removable, it must be taped (e.g., medical alert identification, religious/cultural jewelry).
Eyewear may need to be removed or secured.
Remind the students to tie their shoe laces securely.

**Facilities:**

Mats must be situated around/under the apparatus as a landing area such that there are no overlaps or open spaces.
Precautions must be taken to minimize the movement of mats on impact.
Velcro mats must be attached to prevent slipping on landing
Ensure that there is sufficient space between each apparatus to allow free movement and also sufficient space to dismount.
To prevent slipping on landing, equipment must be properly secured to the floor/ceiling.
Special Rules/Instruction:

Students must be instructed on safety rules related to gymnastics and all associated apparatus prior to using any of the equipment.

Skills must be taught in the proper progression. (e.g., students should be instructed on landings first.)

The teacher must be aware of the physical limitations and initial skill levels of the students.

Students must not be encouraged to perform skills beyond their physical and psychological capabilities.

Early Years –

- The box horse must be set up at a suitable height for the students (e.g., below shoulder height), and appropriate to the activity.
- Appropriate box horse activities include: static balances, landings, and basic vaulting progressions. (Aerial somersaults, neck springs, headsprings, or handsprings are not allowed off the box horse.)
- The 30.5 cm x 60.9 cm (12” x 24”) landing mat must not be used for landings off the box horse.

Students must demonstrate an understanding of the term “spotting”. (see General Gymnastics Procedures, page 32).

No inversion unless instructed by the teacher and a 30.5 cm – 60.9 cm (12” – 24”) landing mat must be in place. Students should be instructed on landings first.

Equipment height must be appropriate for students (e.g. beams – shoulder height maximum; hanging activities at stretch height maximum; support activities on top of bars at shoulder height). If the equipment cannot be lowered sufficiently, place additional mats under the equipment to achieve the desired height.

Supervision:

On site supervision is required.

Constant visual supervision is required when the students are attempting difficult moves for the first time on an apparatus.

Inversions require constant visual supervision.

Constant visual supervision is required for initial teaching on still rings. After the initial instruction, and provided there is no inversion, on site supervision is required.
Gymnastics (Trampoline) – All Grades

Equipment:
A first aid kit and phone must be accessible.
The trampoline must be inspected on a regular basis and must be repaired as necessary.
The trampoline must be properly set up and checked by the instructor prior to use. Floor mats
must surround the trampoline, which must not be set up near a wall.
The frame padding must be secure and must cover the frame and the springs/shock cords.
A safety zone must be marked on the trampoline bed. (The zone must be a minimum of 30 cm
from the sides and 60 cm from the ends.)
Keep the area under the trampoline clear of all equipment (e.g., trampoline wheels).

Clothing/Footwear:
Closely fitting gym clothing allowing unrestricted movement should be worn.
Gymnastic slippers or sock feet. (Bare feet are allowed on a solid bed only.)
Long hair must be tied back.
Jewelry representing a safety concern must be removed. If not removable, it must be taped (e.g.,
medical alert identification, religious/cultural jewelry).
Eyewear may need to be removed or secured.

Facilities:
Ensure that the floor plan allows enough space around the apparatus for safe use, (i.e., a minimum
of 1 m along the sides and 2 m at the ends (unless there are end decks).)
The minimum acceptable ceiling height is 7 m (24").

Special Rules/Instruction:
Students must be instructed on the safety rules related to the trampoline.
Only one student at a time is permitted on the trampoline.
Students landing outside the safety zone on the bed of the trampoline must stop bouncing and
return to the center of the trampoline.
Students must understand the term “spotting”.
Skills must be taught in the proper progression. Students must master the “STOP BOUNCE” before
attempting any skills. Always stress “CONTROL” BEFORE HEIGHT.
Students must be discouraged from attempting moves other than those taught by the teacher.
Knee drops must be avoided.
A student must not be asked to do a task which he/she feels unprepared to attempt.
Early Years –
  o No inversions are allowed (e.g., dive rolls or somersaults).
  o An angled bed should never be introduced after the student has become proficient with
    flatbed activities.

Supervision:
Constant visual supervision is required during initial instruction. On site supervision is required
following initial instruction.
Trained student/teacher spotters must be located around the trampoline when it is being used.
Minimum 1 per end, 2 per side.
Early Years – Spotters must be tall enough so that the trampoline frame is at chest level. This may
require the assistance of older students.
The trampoline can be set up and taken down by trained students, but under the constant visual supervision of the teacher.
Trampoline can only be taught by a Level 1 N.C.C.P. Trampoline/Gymnastics certified instructor.
Gymnastics (Mini-Tramp) – All Grades

Equipment:
A first aid kit and phone must be accessible.
Frame and springs/shock cords must be covered by secure protective padding.
General utility mats must be used for landings. Also acceptable are hard-side/soft-side landing mats (minimum 10 cm thick) with the hard side up. DO NOT USE THICK LANDING MATS.
Ensure that there is no gap between the mini tramp and the landing surface.

Clothing/Footwear:
Bare feet or gymnastic slippers are acceptable. (No sock feet are allowed.) Footwear must be easily accessible in case of fire.
Students must wear suitable gym clothing so that movement is not restricted.
Long hair must be tied back.
Jewelry representing a safety concern must be removed. If not removable, it must be taped (e.g., medical alert identification, religious/cultural jewelry).
Eyewear may need to be removed or secured.
Early Years – Remind the students to tie their shoe laces securely.

Facilities:
Ensure that the floor plan allows enough space around the apparatus for safety of movement.
(Remove all excess furniture and equipment (e.g., tables and chairs) from the practice area.
Allow for landings at safe distances away from the walls and other equipment.

Special Rules/Instruction:
No inversions are permitted (e.g., dive rolls, somersaults).
Skills must be taught in the proper progression.
Early Years –
  o Introduce the angled bed when the student becomes proficient with the flat bed activities.
  o The mini tramp must not be used as a take-off to mount or vault other equipment.

Supervision:
Constant visual supervision is required during the initial instruction. On site supervision is required following the initial instruction.
Early Years –
  o Spotters must be in placed around mini-tramp for flatbed activities.
  o Constant visual supervision is required.
**Gymnastics (Pyramid Building) – All Grades**

**Equipment:**
A first aid kit and phone must be accessible.
General utility mats must be used
  - ensolite 3.8 cm (1 ¼”)
  - trocellen 5.1 cm (2”)
  - ethefoam 3.8 cm (1 ½”)
  - sarneige 3.8 cm (1 ¾”)
  - mats of equivalent compaction rating.
The mats must be placed under the pyramid and must extend one body length in all directions.

**Clothing/Footwear:**
Soft shoes, socks or bare feet are acceptable for standing pyramids.
Jewelry representing a safety concern must be removed. If not removable, it must be taped –
(e.g., medical alert identification, religious/cultural jewelry).
Eyewear may need to be removed or secured.

**Facilities:**
Ensure that lying and kneeling pyramids are formed away from all walls.
Do not build pyramids near entrances, exits, or stages.

**Special Rules/Instruction:**
Set the maximum number of participants and the maximum height allowed (depending on the
size, age and skill of the participants).
Instruction must include how to assemble and how to disassemble a pyramid.
The weight and size of participants determines their placement in the pyramid, (e.g., the bigger
students would be part of the base).
Pyramid building must be the only activity in the space.
Early Years – standing pyramids are not recommended.

**Supervision:**
Constant visual supervision is required during the instruction and the first attempt; on site
supervision thereafter.
Constant visual supervision is required for standing pyramids.
On site supervision is required for kneeling and lying pyramids.
**Horseback Riding (English or Western) – All Grades**

**Equipment:**
A first aid kit and phone must be accessible.
Use horses which are suitable for beginner riders or riders’ skills for students with experience.
Use appropriate, safe tack -- properly fitted to the mounts being used. Tack [girth, stirrups] should be adjusted for each rider and checked by the instructor.

**Clothing/Footwear:**
Appropriate riding attire must be worn, [e.g., boots with heels; loose or stretch pants].
Properly fitted riding helmets with chin straps [approved by CSA, ASTM or SEI] must be worn. [Note: Bicycle helmets do not provide adequate protection.]
Jewellery representing a safety concern must be removed. If not removable, it must be taped - [e.g., medical alert identification, religious/ cultural jewellery].
Eyewear may need to be removed or secured.
OUTDOOR NOTE: Students are responsible to bring suitable protection against sun, heat and insects.

**Facilities:**
Select a properly maintained, reputable riding establishment.
Riding areas (indoor or outdoor) must have adequate space and good footing, free of potential hazards, [e.g., broken gates, roadways, etc.].
Use an enclosed area for the initial instruction of beginner riders before starting on the trail or in a larger space.

**Special Rules/Instruction:**
Students must be instructed on safe handling and riding techniques.
Students must follow the rules laid out regarding riding areas, treatment of horses, allowable activities, etc.
Discuss the implementation of an Emergency Action Plan with the facility staff.
Parents must be aware of this away-from school activity and the mode of transportation being used.

**Supervision:**
On site supervision by a qualified instructor is required for the initial instruction [e.g., English or Western Level 1 coach].
In the area supervision is required after the initial instruction and when out on the trails.
The teacher must be present as a support person.
The suggested ratio for this activity is one qualified instructor or a designated supervisor on trails to a maximum of 8 riders.
Prepare an emergency action plan for this activity. [Check Appendix D.]
There must be a designated supervisor [teacher, parent, or responsible adult] available with a vehicle to accompany any injured student to the hospital.
This must not be the “in-charge” supervisor.

---

For additional safety measures and overnight trips, please refer to page 103 (Horse back) Safety First: YouthSafe Manitoba: School Field Trip Resource.
**Ice Hockey – All Grades**

**Equipment:**
- A first aid kit and phone must be accessible.
- CSA approved hockey helmet with cage.
- Gloves, elbow pads, and throat protector should be worn.
- If you are using a regulation hockey puck, full hockey equipment is required for all players, most importantly – goalies.
- Check sticks for cracks and splinters.

**Clothing/Footwear:**
- Properly fitting skates must be worn.
- Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
- Eyewear may need to be removed or secured.

**Facilities:**
- The ice surface must be free from debris and deep ruts.
- All ice rink doors must be closed.

**Special Rules/Instruction:**
- The following rules must be in place and must be enforced by penalties:
  - no body contact
  - no stick on body contact
  - the stick must remain below the waist at all times with the blade preferably below knee-level
  - slap shots are not allowed
  - implement a crease for protection of the goalie
  - no other player (or player’s stick) is allowed in the goal crease
  - no lifting and slashing the opponent’s stick
- Do not use a goaltender unless all players are fully equipped.
- All rules must be clearly outlined and enforced.
- Skills must be taught in the proper progression and the games must be based on the skills that are taught.
- The teacher must modify the game to suit the equipment available and the ability of the students.

**Supervision:**
- On site supervision is required.
- Prepare an emergency action plan for this activity. (Check Appendix D.)
- There must be a designated supervisor (teacher, parent, or responsible adult) available with a vehicle to accompany any injured student to the hospital. This must not be the “in-charge” supervisor.

---

9 For safety measures related to Skating (ice), please refer to page 67 of the present document.
In-Line Skating – All Grades

Equipment:
A first aid kit and phone must be accessible.
Teachers must communicate to the students and parents/guardians the importance of wearing:
- a correctly fitting helmet approved by CSA must be worn
- elbow pads, knee pads and wrist guards are highly recommended
- properly fitting skates; skates must not be manipulated (e.g. removal of rear brake)

Clothing/Footwear:
Properly fitting skates must be worn.
Jewellery representing a safety concern must be removed. If not removable, it must be taped [e.g., medical alert identification, religious/cultural jewellery].
Eyewear may need to be removed or secured.
OUTDOOR NOTE: Students are responsible to bring suitable protection against sun, heat and insects.

Facilities:
The skating surface must be dry and reasonably free of any dents, obstacles and debris.
On school site: Designate a skating area free from traffic and significant inclines. [Use the gymnasium, where suitable.]
Off school site: Follow all municipal by-law regulations pertaining to in-line skating.
Choose the routes carefully in terms of length, gravel, pavement and frequency of traffic.
All commercial in-line skating facilities must meet safety guidelines.
Changes of elevation and skate parks should be avoided.

Special Rules/Instruction:
Safety rules must be clearly outlined to the students.
On the right, pass on the left rules must be outlined to the student Emphasize “skate safe and always be in control.”
*Announce your intention to pass by say in emphasizing “skate safe and always in control”.
Skills must be taught in the proper progression.
Beginner skaters must be allocated their own space.
Skating courtesy should be included:
- skate in the same direction as others;
- skate on the right, pass on the left;
- announce your intention to pass by saying: “passing on your left”.
No personal electronic devices are permitted.
Tag type games are to be avoided.
Provide all skaters, regardless of ability, with basic instruction in: motion; stopping; and turning.
Off-site participation:
- students must have mastered the basic skills;
- follow traffic regulations and yield to pedestrians;
- skate with a “buddy”.

---

10 For additional safety measures, including those for skateboarding and scootering, please refer to page 82 (Small Wheel) Safety First: YouthSafe Manitoba: School Field Trip Resource.
Be aware of emergency procedures in case of injury.
Parents must be informed if in-line skating will take students off school property.
Early Years:
  - beginning skaters should be provided with their own designated area allowing them to skate without interference from faster moving skaters;
  - designate the skating direction for everyone;
  - safety rules must be outlined to the students.

**Supervision:**

On school site: In the area supervision is required.
Off school site: In the area supervision is required.
Prepare an emergency action plan for this activity. [Check Appendix D.]
There must be a designated supervisor [teacher, parent, or responsible adult] available with a vehicle to accompany any injured student to the hospital.
This must not be the “in-charge” supervisor.
The recommended maximum teacher/student ratios are:
  - Early Years: 1:10
  - Middle Years: 1:20
  - Senior Years: 1:30.
**Kinball – All Grades**

**Equipment:**
- A first aid kit and phone must be accessible.
- Use a large inflated ball, (e.g., Earthball, Omnikin ball).

**Clothing/Footwear:**
The following must be worn:
- Suitable footwear and gym clothing providing the student with unrestricted movement.
- Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
- Eyewear may need to be removed or secured.

**Facilities:**
The playing area must be free from obstructions, (e.g., desks, chairs, pianos).
- All access/exit doors must be closed.

**Special Rules/Instruction:**
The activity/rules must be modified based on skill level; age and the facilities/equipment available.

**Supervision:**
- On site supervision is required.
Lacrosse (Box/Field) – All Grades

Equipment:
A first aid kit and phone must be accessible.
Lacrosse sticks must be checked for broken heads or shafts. Ball: regulation lacrosse/whiffle/P-30.
Helmets (with cage) as well as gloves – are mandatory.
Goalie must wear FULL equipment.

Clothing/Footwear:
The following must be worn:
Suitable footwear (no metal cleats are allowed), and gym clothing providing the student with unrestricted movement.
Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).

Facilities:
The playing area must be free of debris and obstructions; must provide suitable footing; and must be well removed from traffic, with boundaries clearly identified.

Special Rules/Instruction:
Body contact is not allowed.
Stick-on-stick and stick-on-body contact is not allowed.
Establish a crease area around the goal. No other player or player’s stick is allowed in the crease
Skills must be taught in the proper progression.
Games must be based on the skills taught.

Supervision:
On site supervision is required.
**Inter-Lacrosse (Soft) – All Grades**

**Equipment:**
- A first aid kit and phone must be accessible.
- A soft, hollow, air-filled ball must be used for both indoor and outdoor play.
- A face mask must be worn by the goaltender.
- Use Inter-Lacrosse sticks with a durable plastic head and lightweight aluminum handle.

**Clothing/Footwear:**
The following must be worn:
- Suitable footwear and gym clothing providing the student with unrestricted movement.
- Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
- Eyewear may need to be removed or secured.

**Facilities:**
The playing area must be free of debris and obstructions; must provide suitable footing; and, if outdoors, must be well removed from traffic, with boundaries clearly identified.

**Special Rules/Instruction:**
- Rules must be modified to exclude stick-on-stick and stick-on-body contact; and to prevent accidental contact within 1 m of the gym wall or the playground fence.
- Only non-contact lacrosse is to be played.
- Skills may be taught in the proper progression and games must be based on the skills taught.
- Always stress student responsibility regarding individual space.

**Supervision:**
- On-site supervision is required.
Martial Arts/Self Defence - Senior Years
Early and Middle Years require additional dedicated supervision, specific activity based safety instructions and strict enforcement of all safety procedures/rules.

Equipment:
A first aid kit and phone must be accessible.
For throws or falls, 5.1 cm (2") CLEAN wrestling mats, or mats of equivalent compaction rating are required. (See page 32, “Gymnastics, general procedures utility mats” for specifications.)

Clothing/Footwear:
This activity is performed in bare feet.
Loose, comfortable clothing should be worn.
Jewelry representing a safety concern must be removed.
Eyewear may need to be removed or secured.

Facilities:
A clear, smooth, level, and dry floor surface is required.
The surrounding area must be free of all obstacles (e.g., tables, chairs, pianos, etc.).

Special Rules/Instruction:
Stress the importance of anticipation; avoidance of risky situations; self defence tactics; and appropriate aggression.
Skills must be taught in the proper progression.
Warm-up activities must emphasize conditioning and flexibility.

Supervision:
On site supervision is required.
Qualified instructors must deliver the program.
**Orienteering (including Geocaching) – All Grades**

**Paddle Sports – Middle and Senior Years**

**Equipment:**
A properly-fitted and approved Personal Floating Device P.F.D., with whistle attached (a whistle may not be necessary in a pool), must be properly worn and done up at all times while on the water.
An emergency communication system must be accessible.
A boat safety kit is carried for each boat, including bailing device, waterproof flashlight, signaling device (whistle) and 50-foot floating nylon rope.
Paddles and watercrafts must be checked for cracks, splinters and leaks.

**Clothing/Footwear:**
The students must wear clothing which is appropriate for paddle sports.
Jewellery representing a safety concern must be removed. If not removable, it must be taped - [e.g., medical alert identification, religious/ cultural jewellery].
Eyewear may need to be removed or secured.
**OUTDOOR NOTE:** Students are responsible to bring suitable protection against sun, heat and insects.

**Facilities:**
Water conditions must be appropriate for the skill level of the group.

**Special Rules/Instruction:**
An informed consent form signed by a parent/guardian is required for participation in this activity.
A pre-requisite for open water paddling must occur in a pool, shallow water, or sheltered bay setting and the student must demonstrate basic competence for basic strokes and safety procedures.
Prior to the activity, the students must have Bronze Medallion Swimming Level, or must complete the following swim test:
- swim 100 m continuously with any stroke;
- tread water for 3 minutes;
- put on a life jacket/P.F.D. in the water;
- demonstrate the Help/Huddle position.
Supervisors must be aware of the weather forecast [especially wind conditions].
The paddling activity must be cancelled in adverse conditions.

**Supervision:**
The instructor must have completed a Paddle Canada Lake Water Canoe Instructor course, or the equivalent.
At least one supervisor must be an instructor.
On site supervision is required. The recommended ratio of supervisor to students is 1:10
Prepare an emergency action plan for this activity. [Check Appendix D.]
Certain waterways or conditions may require that one supervisor be on the water in a motor-
powered rescue boat.
There must be a designated supervisor [teacher, parent, or responsible adult] available with a vehicle to accompany any injured student to the hospital.
This must not be the “in-charge” supervisor.
A lifeguard on site is required but may be the board sailing instructor.
Life guarding credentials must be current. Minimum certification is Life Saving Society Bronze Cross and Standard First Aid Certification. National Life Guard Service is recommended.
Parachute (All Grades)

Equipment:
A first aid kit and phone must be accessible.
Ensure that the parachute is in good condition.

Clothing/Footwear:
The following must be worn:
Suitable footwear and gym clothing providing the student with unrestricted movement.
Jewelry representing a safety concern must be removed. If not removable, it must be taped.
Eyewear may need to be removed or secured.

Facilities:
The activity area must be free of debris and obstructions; must provide suitable footing; and must be well removed from traffic, with boundaries clearly identified.
Safety procedures must be established.

Special Rules/Instruction:
Do not play games where any body part is put through the hole in the chute.
Proper skill progression must be taught before the games are introduced.

Supervision:
On site supervision is required.
Early Years – Teachers must maintain constant visual supervision.
Racquet Sports (Badminton, Tennis, Pickleball, Paddle Tennis, Squash and Racquetball – All Grades)

Equipment:
A first aid kit and phone must be accessible.
Racquetball and paddleball racquets must be equipped with a thong that is worn around the wrist; must have no sharp edges or torn frames; and must be inspected regularly for breakage and to ensure that there is a proper grip.
When playing on an enclosed, regulation court – protective eye gear must be worn.
Use balls that are appropriate to the skill level of the players, (e.g., foam tennis balls or vinyl balls).
Eye Protection (e.g., safety goggles) should be worn in confined spaces.

Clothing/Footwear:
The following must be worn:
Suitable footwear and gym clothing providing the student with unrestricted movement.
Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
Eyewear may need to be removed or secured.
OUTDOOR NOTE: Students are responsible to bring suitable protection against, sun, heat and insects.

Facilities:
Court boundary lines must be clearly defined.
A safety procedure must be established for side by side courts.
The playing area must be free from debris and obstructions and must provide safe footing.

Special Rules/Instruction:
When teaching skills and playing, there must be enough room for each player to make an uninterrupted swing.
The code of etiquette for court play must be taught and enforced, (e.g., “let” calls, and not entering a court which is in use).
No more than 4 players are allowed in a playing area for handball, racquetball and paddleball. No more than 6-8 players are allowed on a playing court for badminton.
For squash, only singles may be played unless a proper doubles court is available.
Skills must be taught in the proper progression and games must be based on the skills taught.
Early and Middle Years – Activities/skills must be modified for the age and ability level of the participants.

Supervision:
During initial instruction, on site supervision is required.
After initial instruction, in the area supervision is required.
Setting up the equipment requires on site supervision.
**Ringette (On Ice) – Middle and Senior Years**

Early Years require additional dedicated supervision, specific activity based safety instructions and strict enforcement of all safety procedures/rules.

**Equipment:**
- A first aid kit and phone must be accessible.
- Use a regulation rubber ring.
- Only regulation “ringette” sticks are to be used.
- Sticks must be checked regularly for cracks.
- CSA approved hockey helmet with cage must be worn by all players.
- Gloves must be worn.

**Clothing/Footwear:**
- Properly fitted skates must be worn.
- Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
- Eyewear may need to be removed or secured.

**Facilities:**
- The ice surface must be free of debris and deep ruts.

**Special Rules/Instruction:**
- The following rules must be in place and must be enforced by penalties:
  - no body contact
  - no stick on body contact
  - the stick must remain below the waist at all times with the blade preferably below knee-level
  - implement a crease for protection of the goalie
  - no other player (or player’s stick) is allowed in the goal crease
  - no lifting and slashing the opponent’s stick
  - the goalie must remain in the crease area

Skills must be taught in the proper progression.
Modify the games to suit the ability of the students.
The ring must be passed over each blue line.

**Supervision:**
- On site supervision is required.
**Rugby – All Grades**

Full Contact Rugby is not an appropriate activity for classroom physical education. Written permission from a school board official required.

**Equipment:**
A first aid kit and phone must be accessible.
Regulation or developmentally appropriate rugby balls or footballs are to be used.
Mouthguards must be worn for contact rugby.

**Clothing/Footwear:**
The following must be worn:
Suitable footwear and gym clothing providing the student with unrestricted movement.
Metal or composite cleats must not be worn in class
Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
Eyewear may need to be removed or secured.
**OUTDOOR NOTE:** Students are responsible to bring suitable protection against, sun, heat and insects.

**Facilities:**
The playing area must be free of debris and obstructions; must provide suitable footing; and must be well removed from traffic, with boundaries clearly identified.
Goal posts should be padded if they are in the field of play.
Use collapsible flags or soft pylons to mark all the boundaries and lines.

**Special Rules/Instruction:**
Modify the rules to accommodate ability/age/physical development, (e.g., non-contact Rugby).
Full Contact play is permitted only if:
- students are free to withdraw from activities for which they feel unprepared
- students have been physically prepared for contact rugby
- students wear mouthguards
Skills must be taught in the proper progression.
Games must be based on the skills taught.

**Supervision:**
On site supervision is required.
**Scoopball – All Grades**

**Equipment:**
- A first aid kit and phone must be accessible.
- Scoops and scoop balls must be in good playing condition. (e.g., no cracks and/or chips.)
- If a goalie is used, the goalie must wear a protective mask.
- Use nets made of plastic or PVC material.

**Clothing/Footwear:**
The following must be worn:
- Suitable footwear and gym clothing providing the student with unrestricted movement.
- Jewelry representing a safety concern must be removed. If not removable, it must be taped –
  (e.g., medical alert identification, religious/cultural jewelry).
- Eyewear may need to be removed or secured.

**Facilities:**
The playing area must be free of debris and obstructions, (e.g. tables, chairs, etc.)

**Special Rules/Instruction:**
- Proper skill progression must be taught before the games are introduced.
- Games must be based on the skills taught.
- No intentional contact is allowed, (e.g., body-to-body or scoop-to-body).
- Stress the student’s responsibility regarding the need for individual space.
- If a goalie is used in a game situation, a crease must be implemented. *(See page 16 Ball Hockey.)*

**Supervision:**
- On site supervision is required.
Scooter Boards – All Grades

Equipment:
A first aid kit and phone must be accessible.
Scooter boards must be in good repair, (e.g., no cracks, broken off edges, or loose wheels).

Clothing/Footwear:
The following must be worn:
Suitable footwear and gym clothing providing the student with unrestricted movement.
Tie back long hair if the student is lying down on the scooter.
Jewelry representing a safety concern must be removed. If not removable, it must be taped –
(e.g., medical alert identification, religious/cultural jewelry).
Eyewear may need to be removed or secured.

Facilities:
The activity area must be free of obstructions, including excess equipment around the perimeter,
(e.g., tables, chairs, mats, boxes, etc.).
Establish boundaries or use protective mats to eliminate protrusions, (e.g., handles on stage
doors).

Special Rules/Instruction:
Do not allow standing on the scooter boards.
Stress with the students that scooter boards are not to be used like skateboards.
In relay type activities, allow room for a slow-down or run-off area.
Skills must be taught in a logical progression.
Games must be based on skills that are taught.
Scooter to scooter intentional contact must be discouraged.
In scooter soccer and scooter hockey, intentional scooter to scooter contact and high swings with
the legs and sticks must be discouraged.
Running and diving onto scooter boards is not permitted.
Do not allow a student on a scooter to be pulled with a long rope.

Supervision:
On site supervision is required.
**Scuba Diving – Senior Years (pool only)**\(^{13}\)

**Equipment:**
A first aid kit and phone must be accessible.
Certified equipment must be used and must be checked before every class by a certified instructor.

**Clothing/Footwear:**
Suitable swim wear must be worn, [e.g., swimsuit, wet suit or T-shirt].
Jewellery representing a safety concern must be removed. If not removable, it must be taped - [e.g., medical alert identification, religious/ cultural jewellery].
Eyewear may need to be removed or secured.
OUTDOOR NOTE: Students are responsible to bring suitable protection against sun, heat and insects.

**Facilities:**
School or community pools must be used.
BACKYARD POOLS MUST NOT BE USED.

**Special Rules/Instruction:**
Written parent permission for participation is required.
Instructor must have in writing any student history of:
- diabetes,
- asthma,
- heart condition,
- convulsions,
- epilepsy,
- frequent ear infections, or
- any other medical problems that may affect the student’s safety in the water. [Student medical information sheets must be on site.]
All students must remain in the shallow end with their buddy unless accompanied by an instructor.
A classroom session must be taught so that students are familiar with the equipment and safety procedures.
Skills must be taught in the proper progression.
In-class theory sessions and an open-water dive are required for certification.

**Supervision:**
The teacher must accompany the students to the pool and must remain in the area during instruction.
Certified scuba instructors must be present in the ratio of 1:8 students.
A qualified lifeguard must be on the pool deck and the diving area must be monitored during the scuba activity.
Life guarding credentials must be current. Minimum certification is Life Saving Society Bronze Cross and Standard First Aid Certification. National Life Guard Service is recommended.

---

\(^{13}\) For additional safety measures, please refer to Swim Safe Programs: A Reference Guide for Schools on the MSBA website. For additional safety measures and those for open water scuba diving, please refer to page 137 (Scuba): Safety First in YouthSafe Manitoba: School Field Trip Resource.
On site supervision is required.
The instructor must be certified by one of the following:
  o A.C.U.C. [The Association of Canadian Underwater Councils].
  o N.A.U.I. [The National Association of Underwater Instructors].
  o P.A.D.I. [The Professional Association of Diving Instructors].
The recommended ratio of instructor to students is 1:10.
Skating (Ice) – All Grades

Equipment:

A first aid kit and phone must be accessible.

Clothing/Footwear:

Teachers must communicate to the students and parents/guardians the importance of:
- wearing a CSA approved hockey helmet [compulsory] – a neck guard and cage may be considered based on the activity such as when sticks and pucks are used
- wearing properly fitted skates
- wearing gloves or mitts
- transporting skates safely
- wearing long sleeves
- knowing whether the activity is indoors or outdoors.

Jewellery representing a safety concern must be removed. If not removable, it must be taped -- [e.g., medical alert identification, religious/cultural jewellery].

Eyewear may need to be removed or secured.

OUTDOOR NOTE: Students are responsible to bring suitable protection against cold and sun.

Facilities:

Before skating on outdoor ponds, the ice safety must be determined with absolute certainty [contact local authorities for information].

The ice safety for indoor skating must also be checked.

The instructor must check for bumps and cracks, and must make sure that all rink doors onto the ice are closed.

A designated area is needed for skaters using hockey sticks and pucks when this is an option (see Ice Hockey for safety measures).

Special Rules/Instruction:

The safety rules must be clearly explained to the students [e.g., skating in the same direction].

If the skating is outdoors - discuss frostbite and explain how the students can recognize it and treat it. [See “Environmental Concerns” section on page 14.]

Implement a process for identification of skating skill levels.

Beginner skaters must have their own skating area for an appropriate period of time.

Skills must be taught in the proper progression; a portion of the ice time must be devoted to instruction; activities must be appropriate to the skill level of the students; and games must be based on the skills taught.

Aggressive tag type games, racing and “crack-the-whip” must be avoided.

Stress skating technique -- not speed -- in all games, challenges, and drills.

Supervision:

On site supervision is required.

Prepare an emergency action plan for this activity. [Check Appendix D.]

There must be a designated supervisor [teacher, parent, or responsible adult] available with a vehicle to accompany any injured student to the hospital.

This must not be the “in-charge” supervisor.

14 For additional safety measures, please refer to page 146 (Skating): Safety First in YouthSafe Manitoba: School Field Trip Resource.
**Skipping – All Grades**

**Equipment:**
A first aid kit and phone must be accessible.
Use ropes of appropriate length for the size and ability of the students.

**Clothing/Footwear:**
The following must be worn:
- Suitable footwear and gym clothing providing the student with unrestricted movement.
- Shoes must be worn at all times. (No bare feet are allowed.)
- Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
- Eyewear may need to be removed or secured.
- **OUTDOOR NOTE:** Students are responsible to bring suitable protection against sun, heat and insects.

**Facilities:**
The area must be free of debris and obstructions to enable safe movement and provide adequate personal space.

**Special Rules/Instruction:**
- Skills must be taught in the proper progression.
- Ropes must not be tied around the neck or swung wildly.

**Supervision:**
- In the area supervision is required.
Snorkeling – All Grades (pool only)\textsuperscript{15}

Equipment:
A first aid kit and phone must be accessible.
All equipment must be certified and checked so that the mask fits properly and is water tight; and
the snorkel tube fits the mouth and is unobstructed.
Fins, if worn, must fit properly.

Clothing/Footwear:
Suitable swimwear should be worn.
Jewellery representing a safety concern must be removed. If not removable, it must be taped -
[e.g., medical alert identification, religious/ cultural jewellery].
Eyewear may need to be removed or secured.
OUTDOOR NOTE: Students are responsible to bring suitable protection against sun, heat and
insects.

Facilities:
Use a school or community swimming pool.
BACKYARD POOLS MUST NOT BE USED.

Special Rules/Instruction:
Students must be familiar with emergency procedures relating to the pool facility.
Skills must be taught in the proper progression.
Prior to water activities, the students must complete the following swim test:
\begin{itemize}
  \item swim 100 m continuously using any stroke;
  \item tread water for 3 minutes.
\end{itemize}

Supervision:
On site supervision is required.
The maximum ratio of qualified teachers/ instructors to students is 1:10. A non-teacher instructor
must be certified by one of the following:
\begin{itemize}
  \item A.C.U.C. [The Association of Canadian Underwater Councils];
  \item A.C.U.C. [Snorkeling Instructor’s Program];
  \item N.A.U.I. [The National Association of Underwater Instructors];
  \item P.A.D.I. [The Professional Association of Diving Instructors].
\end{itemize}
The teacher must accompany the students to the pool and must remain in the area during
instruction.
At least one qualified lifeguard is required. Life guarding credentials must be current. Minimum
certification is Life Saving Society Bronze Cross and Standard First Aid Certification. National Life
Guard Service is recommended.

\textsuperscript{15} For additional safety measures, please refer to Swim Safe Programs: A Reference Guide for Schools on the MSBA website. Also refer to page 135 – Snorkel: Safety First in YouthSafe Manitoba: School Field Trip Resource.
Soccer (Indoor and Outdoor) – All Grades

Equipment:
A first aid kit and phone must be accessible.
Outdoor soccer balls must not be used indoors for games or for shooting on the goalie, but may
be used for indoor drills.
Portable goals must be fastened down to ensure that they will not fall over.
Early Years – Nerf balls or indoor soccer balls are to be used for indoor soccer games.

Clothing/Footwear:
The following must be worn:
Suitable footwear and gym clothing providing the student with unrestricted movement.
No metal or molded cleats are permitted. No bare feet.
Jewelry representing a safety concern must be removed. If not removable, it must be taped –
(e.g., medical alert identification, religious/cultural jewelry).
Eyewear may need to be removed or secured.
OUTDOOR NOTE: Students are responsible to bring suitable protection against sun, heat and
insects.
Senior Years
Shin pads should be worn for additional protection during formal games.

Facilities:
The outdoor playing area must be free from debris and obstructions; must provide suitable
footing; and must be well removed from traffic areas. Boundaries must be clearly identified.
For indoor soccer – keep the gym free of hazards, (e.g., tables, chairs, etc.).
Use collapsible, soft pylons or use field paint to mark all the boundaries and lines.
For indoor and outdoor soccer – ensure that the goals are secured so that they cannot fall over.

Special Rules/Instruction:
Skills must be taught in the proper progression. Games must be based on the skills taught.
Slide tackling must not be used in class.
Instruct the students never to climb on moveable outdoor goals and teach the safe handling and
potential dangers associated with such goals.
Early & Middle Years –
  o For indoor and outdoor soccer, a goal crease needs to be established and no other
    player except the goalie is allowed in the crease.
  o Limit the time spent on “heading” technique instruction. (e.g., where the ball is struck
    with the head).
  o If “heading” techniques are being taught, take into consideration: the type of ball; the
    number of repetitions; and the distance involved.

Supervision:
On site supervision is required.
Softball/Lob Ball/3 Pitch/Baseball – All Grades

Equipment:
A first aid kit and phone must be accessible.
Bats must not be cracked and must have an adequate grip; fielders should wear baseball gloves;
and there should be a “safety” base at first base.
Early and Middle Years –
o Pitching is restricted to slow pitch or restricted flight balls. Use outdoor balls (e.g., 11” Softies/Incrediballs.)
o Use batting “T’s” and lightweight (26 oz.) bats.

Clothing/Footwear:
The following must be worn:
Suitable footwear and gym clothing providing the student with unrestricted movement.
No metal cleats are allowed.
Jewelry representing a safety concern must be removed. If not removable, it must be taped –
(e.g., medical alert identification, religious/cultural jewelry).
If a regulation soft ball is used, the catcher must wear shin guards, a mask with a throat protector,
and a chest protector.
The umpire must wear a mask and it is recommended that the umpire also wear a chest protector.
Batters and base runners must wear helmets. These must have no cracks and must have inside
padding.
OUTDOOR NOTE: Students are responsible to bring suitable protection against sun, heat and insects.

Facilities:
The playing area must be free of debris and obstructions; must provide suitable footing; and must be
well removed from traffic, with boundaries clearly identified.
If more than one activity is going on always ensure that there is a safe distance between the activities.
Backstops must be checked for broken wire prior to each game.

Special Rules/Instruction:
Student umpires without protective equipment must not be positioned behind home plate; they must stand behind the pitcher or the screen or outside the base lines.
Skills must be taught in the proper progression. Grades must be based on the skills taught.
All plays at home plate must be force plays. Use a commitment line on the 3rd base line.
Players must be taught to drop or lay down bat after hitting. They must not release it during the
follow through of the swing.
To avoid the danger of a slipped bat, non-fielding players must stand well back of the batter’s box or
behind a screen or fence. (Always keep fingers away from the screen.)
Early and Middle Years –
o No sliding is allowed.
o The back catcher must be a safe distance behind home plate and must wear a mask.
o The catcher is not intended to catch the pitch but rather to retrieve the ball. Only a back
catcher (not a catcher) must be used for in-class softball.
o Teach batters to use a proper grip. (Not cross-handed.)

Supervision:
On site supervision is required.
Table Tennis – All Grades

Equipment:
  A first aid kit and phone must be accessible.
  Regulation-size table tennis paddles and balls are required.
  Tables and paddles must be in good condition.

Clothing/Footwear:
The following must be worn:
  Suitable footwear and gym clothing providing the student with unrestricted movement.
  Jewelry representing a safety concern must be removed. If not removable, it must be taped –
  (e.g., medical alert identification, religious/cultural jewelry).
  Eyewear may need to be removed or secured.

Facilities:
  There must be room for mobility around the tables.
  A smooth, level and dry floor surface is required.
  The playing area must be free of all obstacles.

Special Rules/Instruction:
  There must be a careful routine for setting up and dismantling the tables with direct teacher
  supervision.
  Skills must be taught in the proper progression.
  Games must be based on the skills that are taught.

Supervision:
  In the area supervision is required during play.
  On site supervision is required during the set up and dismantling of tables.
**Team Handball – All Grades**

**Equipment:**
- A first aid kit and phone must be accessible.
- Regulation team handball nets must be safely stored when not in use. Use indoor nets that are padded or made of plastic.
- Ball hockey nets or “wall mats” can also be used as goals.
- Use a nerf ball, soft utility ball, soft volleyball or a team hand ball.
- Early Years –
  - Use a “nerf” soccer ball, soft utility ball, or soft volleyball. (6” size is the best choice.)
  - Use ball hockey nets, pylons, or wall mats for goals. (The wall can also be taped.)

**Clothing/Footwear:**
The following must be worn:
- Suitable footwear and gym clothing providing the student with unrestricted movement.
- Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
- Eyewear may need to be removed or secured.
- OUTDOOR NOTE: Students are responsible to bring suitable protection against sun, heat and insects.

**Facilities:**
- The playing area must be free of debris and obstructions and must provide safe footing.

**Special Rules/Instruction:**
- No body contact is allowed.
- The crease area must be clearly defined when using a goalie.
- Only the goal tender is allowed in the crease area.
- Skills must be taught in the proper progression. Games must be based on the skills taught.
- Activities and rules must be modified based on the age and ability of students and the facilities/equipment which are available.

**Supervision:**
- On site supervision is required.
Tetherball – All Grades

Equipment:
A first aid kit and phone must be accessible.
The tetherball must be in good repair with properly working connections at the ball and at the pole.
Rope must be in good repair – without excessive fraying.
Check the pole periodically. A pole that is leaning severely or that is loose at the base must be repaired.

Clothing/Footwear:
The following must be worn:
Suitable footwear and gym clothing that allows the student unrestricted movement.
Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
Eyewear may need to be removed or secured.
OUTDOOR NOTE: Students are responsible to bring suitable protection against sun, heat and insects.

Facilities:
Tetherball poles must be situated away from traffic areas and areas where other games are played (e.g., volleyball, four square, basketball).

Special Rules/Instruction:
Children require instruction in skills and rules before the game is played.
Tetherball games must not be played in slippery, wet conditions.

Supervision:
In the area supervision is required.
Tetherball must be set up by an adult (or a student under adult supervision).
**Tobogganizing – All Grades**¹⁶

**Equipment:**
- A first aid kit and phone must be accessible.
- See Appendix A - “Parent Letter” regarding bringing equipment for use in class.
- Toboggans must be in good repair with no jagged edges.
- The wearing of approved safety helmets is strongly recommended and may be required by certain off-school sites.

**Clothing/Footwear:**
- Clothing must be appropriate for outdoor activity.
- Hat and gloves should be worn, as needed.
- Jewellery representing a safety concern must be removed. If not removable, it must be taped -- [e.g., medical alert identification, religious/cultural jewellery].
- Eyewear may need to be removed or secured.
- OUTDOOR NOTE: Students are responsible to bring suitable protection against cold and sun.

**Facilities:**
- For any site, the students must be made aware of the boundaries for activity.
- When choosing a site the following conditions must be taken into consideration: sun, wind and snow conditions, as well as the suitability of the terrain.
- An appropriate site must have proximity to warmth, food and other facilities. The hill and run out section at the bottom of the slope must be free of obstacles and should be clearly marked.

**Special Rules/Instruction:**
- Parents must be made aware if this is an off-site activity.
- Discuss frostbite and hypothermia and how to recognize and treat them.
- Emergency procedures must be established and communicated to the students.
- Seated-use only is allowed on the toboggans.
- No pushing or running up the sliding area.
- There must be a safe distance between toboggans.
- No jumping in front of descending toboggans is allowed.
- Overloading of the toboggans is not allowed.
- A safe procedure must be established for students to clear the bottom area and to return to the top of hill.
- Teachers must be aware of students with a history of asthma and other respiratory problems.

**Supervision:**
- On site supervision is required at the top of the hill. A second supervisor is recommended for the bottom area.
- Prepare an emergency action plan for this activity. [Check Appendix D.]
- There must be a designated supervisor [teacher, parent, or responsible adult] available with a vehicle to accompany any injured student to the hospital.
- This must not be the “in-charge” supervisor. If dividing the class into groups, the duties of supervisors for each group must be clearly outlined.
- The maximum ratio of supervisors to students is 1:15.

¹⁶ For additional safety measures, please refer to page 144 (Toboggan/Sledding): Safety First in the YouthSafe Manitoba: School Field Trip Resource.
Track and Field (Discus) – Senior Years

Early and Middle Years require additional dedicated supervision, specific activity based safety instructions and strict enforcement of all safety procedures/rules.

Equipment:
A first aid kit and phone must be accessible.
Wood, metal and rubber discs must be of a size appropriate for the age, sex and physical maturity of the student.
The discus must not be cracked, chipped or otherwise damaged and must be checked regularly.
Supply a towel/rag to dry the discus.

Clothing/Footwear:
The following must be worn:
Suitable footwear and gym clothing providing the student with unrestricted movement.
Jewelry representing a safety concern must be removed. If not removable, it must be taped –
(e.g., medical alert identification, religious/cultural jewelry).
Eyewear may need to be removed or secured.
OUTDOOR NOTE: Students are responsible to bring suitable protection against sun, heat and insects.

Facilities:
The throwing area must be free of obstacles and completely closed to traffic. (No other activity
must be located in the area where discus is taking place.)
The landing area must be well marked and void of people during the activity.
The discus circle/area must be behind a safety fence or cage and must provide safe footing.

Special Rules/Instruction:
Skills must be taught in the proper progression. (e.g., from standing to turning technique).
Students not throwing must be behind the thrower in a marked off area – a minimum of 5 m away.
Instruct the students in the safe throwing and retrieving procedures.
Where there is more than one thrower, they must stand a safe distance apart on the throwing line.
Throwers only, are allowed to have a discus.
Instruction must be given in safety prior to teaching and practice.

Supervision:
Constant visual supervision is required.
Track and Field (High Jump) – Middle and Senior Years
Early Years require additional dedicated supervision, specific activity based safety instructions and strict enforcement of all safety procedures/rules.

Equipment:
A first aid kit and phone must be accessible.  
The landing area must be appropriate for the age, size and skill level of the students. The minimum mat size required is a single 2 m x 3 m x 50 cm mat for students doing back layout technique.  
General utility mats must be placed around and under the landing pits, covering the high jump standard bases on the landing side with no gaps.  
Two jumping pits used side by side must be of the same thickness. (Check pits regularly for any damage.)  
Bamboo poles must be tape-wrapped before use. Check bamboo and/or fiberglass poles for cracks regularly.  
A weighted rope or elastic may be used rather than a crossbar.

Clothing/Footwear:
The following must be worn:  
Suitable footwear and gym clothing providing the student with unrestricted movement.  
No bare feet or socks without shoes are allowed.  
Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).  
Eyewear may need to be removed or secured.  
OUTDOOR NOTE: Students are responsible to bring suitable protection against sun, heat and insects.

Facilities:
The indoor and outdoor approach area must be clear, smooth, dry and traffic-free.  
For indoor jumping ensure that the floor provides a suitable surface to prevent slipping.

Special Rules/Instruction:
Bar monitors must stay in front of and to the side of the standards at all times.  
Skills must be taught in the proper progression. Stress technique rather than competition.  
Stress a short, controlled approach (e.g., between 3 and 9 steps).  
Check that landing mats and velcro mats are firmly secured and do not slide when landed upon by a jumper.  
It is advisable that any teacher who is unfamiliar with high jump techniques seek assistance from appropriate support staff and/or refrain from using the equipment until help is received.

Supervision:
Constant visual supervision is required.  
Senior Years – Following the initial skill instruction and after all safety concerns have been emphasized - on site supervision is appropriate.
**Track and Field (Hurdles) – All Grades**

Equipment:
- A first aid kit and phone must be accessible.
- Use low hurdles, or loose crossbars for classroom instruction. (Check hurdles crossbars for splinters before use.)

Clothing/Footwear:
The following must be worn:
- Suitable footwear and gym clothing providing the student with unrestricted movement.
- Jewelry representing a safety concern must be removed.

Facilities:
The activity requires an appropriate area which provides a clear, flat surface.

Special Rules/Instruction:
- Instruct the students on how to set up the equipment properly.
- Modify heights and distances to accommodate different ability levels.
- Skills must be taught in the proper progression.

Supervision:
- On site supervision is required.

**Track and Field (Javelin)**
Javelin is not a recommended activity for classroom instruction. Written permission from a school board official is required.

**Track and Field (Pole Vault)**
POLE VAULT is not an appropriate activity for classroom instruction.
**Track and Field (Shot Put) – All Grades**

**Equipment:**
A first aid kit and phone must be accessible.
Only shots designed for indoor use can be used in the indoor program.
Shot must be of appropriate size and weight for the age and strength of the students.
Supply a towel/rag to dry the shot.

**Clothing/Footwear:**
The following must be worn:
Suitable footwear providing good support, and gym clothing providing the student with unrestricted movement.
Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
Eyewear may need to be removed or secured.
OUTDOOR NOTE: Students are responsible to bring suitable protection against sun, heat and insects.

**Facilities:**
The putting circle must provide safe footing.
The landing area must be well marked and void of people during the activity.

**Special Rules/Instruction:**
There must be only one specified putting direction, completely free of traffic.
Establish safe routines for putting and retrieving shots.
Skills must be taught in the proper progression.
All shots must be safely transported to and from the throwing area.
Teach "standing" shot put technique (no spin) or the O’Brien technique (backwards slide plus 180 degree rotation).
Students waiting their turn must be in a marked off area – a minimum of 4 m behind the toe line.

**Supervision:**
Constant visual supervision is required.
Senior Years – Following the initial instruction and after all safety concerns have been emphasized, on site supervision is appropriate.
Track Events (Sprints, 400M, 800M, 1500M, 3000M, Relays) – All Grades

Equipment:
A first aid kit and phone must be accessible. Plastic or aluminum relay batons should be used.

Clothing/Footwear:
The following must be worn:
- Suitable footwear and gym clothing providing the student with unrestricted movement.
- Bare feet are not allowed.
- Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g.,
  medical alert identification, religious/cultural jewelry).
- Eyewear may need to be removed or secured.
- Early & Middle Years –
  - Spikes of any kind must not be worn.
  - Turf shoes must not be worn.

OUTDOOR NOTE: Students are responsible to bring suitable protection against sun, heat and insects.

Facilities:
The activity area must be free of debris and obstructions; must provide suitable footing; and must be well
removed from traffic, with boundaries clearly identified.
All tracks must be inspected annually and maintained as necessary.
“Blacktop” strips and open fields may be used if these areas are suitable, smooth, clean, level and provide
safe footing.

Special Rules/Instruction:
Skills must be taught in the proper progression.
For distance running: The length of route must be appropriate for the age and ability level of the
participants. Also take into account:
  - the temperature of the day,
  - previous training and length of preparation.
Indoor running and use of hallways: No running will take place where there are glass doors or showcases.
Position a safety barrier in front of doors. Put pylons at stop points and designate a slow down zone of
10 m or more. All classroom doors that open out have to be secured open, flush with hall wall.
Early Years – Parent permission forms must be completed if the students are leaving the school grounds.

Supervision:
In the area supervision is required.
When running distances, students may be temporarily out of sight. They should run in pairs or groups.
Early Years –
  - In the area supervision is required for middle distances (400 m, 800 m, & 1500 m).
  - On site supervision is required for sprints and relays.
Track and Field (Triathlon – Running, Cycling, Swimming)
- Middle and Senior Years

\[17\] For safety measures for cycling and swimming, please refer to Aquatics (page 16) and Cycling (page 28) in the present document as well as Swim Safe Programs: A Reference Guide for Schools on the MSBA website. Also refer to similar activities in YouthSafe Manitoba: School Field Trip Resource.
Track and Field (Triple Jump, Long Jump) All Grades

Equipment:
A first aid kit and phone must be accessible.
A sand pit and runway with a level surface are required.
A rake is required as well as a shovel or spade.

Clothing/Footwear:
The following must be worn:
Suitable footwear and gym clothing providing the student with unrestricted movement.
No spikes or any kind may be worn.
No bare feet are allowed.
Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
Eyewear may need to be removed or secured.
OUTDOOR NOTE: Students are responsible to bring suitable protection against sun, heat and insects.

Facilities:
Pits must be situated away from high traffic areas and other activity sites, (e.g., ball diamonds).
The pit must be a minimum width of 1.8 m and must be long enough to accommodate the longest jumper.
There must be a minimum of 0.50 m between the take-off board and the front edge of the pit.
The landing area must be soft and deep with no foreign objects.
The pit must be filled with sand to a minimum depth of 30 cm.
Dig the pit at least once a season and after any heavy rainfall.
The take-off area must be firm and flat and swept if it’s “blacktop”.

Special Rules/Instruction:
Refrain from jumping if there are slippery conditions.
Skills must be taught in the proper progression.
Train students to be rakers.
As part of training, include rules such as:
  o Remove the rake before the next competitor begins their approach and hold the rake prongs downward.
  o Begin raking after the competitor is out of the pit.
  o Rake the sand into the middle as opposed to out to the sides.

Supervision:
Constant visual supervision is required during the initial lessons.
On site supervision is required after the skills have been taught.
**Ultimate – All Grades**

**Equipment:**
- A first aid kit and phone must be accessible.
- The disc must be commensurate with the ability level of the students and the wind condition of the day – (e.g., soft (cloth) disc, heavy discs).
- Discs must be inspected for cracks or spurs.

**Clothing/Footwear:**
The following must be worn:
- Suitable footwear and gym clothing providing the student with unrestricted movement.
- No metal cleats may be worn.
- Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
- Eyewear may need to be removed or secured.
- OUTDOOR NOTE: Students are responsible to bring suitable protection against sun, heat and insects.

**Facilities:**
The playing area must be free of debris and obstructions; must provide suitable footing; and must be well removed from traffic, with boundaries clearly identified.
- Goal posts should be padded if they are in the field of play.
- For indoor activity: keep the gym free of hazards (e.g., tables, chairs, pianos).

**Special Rules/Instruction:**
- Skills must be taught in the proper progression.
- The game activities must be based on the skills that are taught and on the wind conditions.
- Wind conditions must also be taken into account when planning skill-teaching.
- No body contact is allowed.

**Supervision:**
- On site supervision is required for the initial instruction, followed by in the area supervision.
**Volleyball – All Grades**

**Equipment:**
- A first aid kit and phone must be accessible.
- Poles must be safely stored when not in use.
- Nets must not have any exposed wires along the top or frayed wires along the poles.
- It is suggested that wires attaching the poles to the floor should NOT be used.
- Only use leather or synthetic-leather volleyball-type balls.
- Select a ball commensurate with the skill level of the students.

**Clothing/Footwear:**
The following must be worn:
- Suitable footwear and gym clothing providing the student with unrestricted movement.
- Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).
- Eyewear may need to be removed or secured.
- OUTDOOR NOTE: Students are responsible to bring suitable protection against sun, heat and insects.

**Facilities:**
- When the volleyball poles are removed, the floor plugs must be replaced.
- The playing surface and surrounding area must be free of all obstacles.
- The playing surface must provide good traction. Outdoor volleyball courts must provide safe footing.
- Beach volleyball courts must have a sufficient amount of sand so that there are no bare patches or hard dirt area.

**Special Rules/Instruction:**
- Skills must be taught in the proper progression.
- Activities/rules must be modified to the age and ability level of the participants.
- Do not allow the students to climb up the pole to attach the net.

**Supervision:**
- On site supervision is required during the initial lessons during setting up and taking down of the equipment.
- In the area supervision is required after the skills have been taught.
- Early Years – Constant visual supervision is required if the students are setting up and putting away the volleyball poles.
**Wall Climbing – All Grades**

**Equipment:**
A first aid kit and phone must be accessible.  
Ropes and associated climbing equipment designed specifically for wall climbing must be used. Use a mechanical belay system [e.g., stitch plate, munter hitch, grigri, ATC, tuber type of belay device].

**Clothing/Footwear:**
No loose clothing may be worn.
Jewellery representing a safety concern must be removed.
If not removable, it must be taped [e.g., medical alert identification, religious/ cultural jewellery].
Eyewear may need to be removed or secured.

**Facilities:**
The area for climbing must be appropriate for the ability level of the students.

**Special Rules/Instruction:**
Written parent permission is required for participation in this activity.
No lead climbing or protection placement by students is allowed.
An emergency action plan must be designed and communicated to all those involved in the program.
Safety procedures must be clearly outlined to the students.
A lesson must be an integral part of the program for all students.
Skills must be taught in the proper progression.
The instructor/leader must be familiar with the climbing facility.
Completed medical forms must be accessible at all times.
All equipment must be inspected by the instructor prior to the climb.
Students must be allowed to select the challenge of their choice.

**Supervision:**
The instructor/supervisor must be competent at teaching belaying.
Constant visual supervision is required.
The Supervisor/Student ratio must be a maximum of 1:8.
The teacher must accompany the students to the site and must remain on site for the instruction if a person other than the teacher is doing the instructing.
Prepare an emergency action plan for this activity. [See Appendix D.]
There must be a designated supervisor [teacher, parent, or responsible adult] available with a vehicle to accompany any injured student to the hospital.
This must not be the “in-charge” supervisor.

---

18 For additional safety measures for climbing activities, please refer to page 93-100 of Safety First in YouthSafe Manitoba: School Field Trip Resource.
**Weight Training – Senior Years**

Early and Middle Years require additional dedicated supervision, specific activity based safety instructions and strict enforcement of all safety procedures/rules.

**Equipment:**
- A first aid kit and phone must be accessible.
- All equipment must be checked before use and repaired as necessary.

**Clothing/Footwear:**
- Suitable clothing and footwear must be worn.
- Jewelry representing a safety concern must be removed. If not removable, it must be taped – (e.g., medical alert identification, religious/cultural jewelry).

**Facilities:**
- The weight room must be locked when it is unsupervised.
- The floor surface below the free weight activities must provide sufficient traction so that weights do not slide and roll.

**Special Rules/Instruction:**
- All students must be instructed in the proper lifting techniques and safety procedures.
- All programs must be individualized and weights used must be appropriate to age and strength of participants.
- Free weight plates must be secured in place before using.
- A buddy system must be used when lifting free weights over the body.
- Skills must be taught in the proper progression.

**Supervision:**
- On site supervision is required for the initial use of free weights and weight machines.
- In the area supervision is required after instructions have been given on the safe use of the equipment.
Wrestling – Middle and Senior Years

Early Years require additional dedicated supervision, specific activity based safety instructions and strict enforcement of all safety procedures/rules.

Equipment:
A first aid kit and phone must be accessible.
Use wrestling mats or general utility mats with no gaps between them:
  o ensolite 3.8 cm (1 ½”)
  o trocellen 5.1 cm (2”)
  o ethfoam 3.8 cm (1 ½”)
  o sarneige 3.8 cm (1 ½”)
  o mats of equivalent compaction rating

Clothing/Footwear:
Suitable clothing must be worn. (Socks, bare feet or wrestling shoes are acceptable.)
Jewelry representing a safety concern must be removed. If not removable, it must be taped –
  (e.g., medical alert identification, religious/cultural jewelry).
Glasses must not be worn.

Facilities:
Mat surfaces must be checked regularly for irregularities and must be clean.
The area surrounding the mats must be free of obstructions/hazards.
Allow suitable clearance from the edge of the wrestling area to the surrounding walls.
Surrounding walls must be padded if the clearance from the mat surface is less than 2 m (6’ 6”).

Special Rules/Instruction:
Students must wrestle with partners of similar weight, strength and ability.
Warm up activities must emphasize conditioning and flexibility.
Skills must be taught in the proper progression.
Rules and illegal moves must be outlined.
Students must referee only under the direct supervision of the instructor.
Establish a maximum time limit of two (2) minutes per round and three (3) rounds per match,
with a 30 second break in between rounds.
Fingernails must be closely trimmed.
All infections, burns and open cuts must be covered.

Supervision:
On site supervision is required.