

Physical Education

Curricular

Intramural

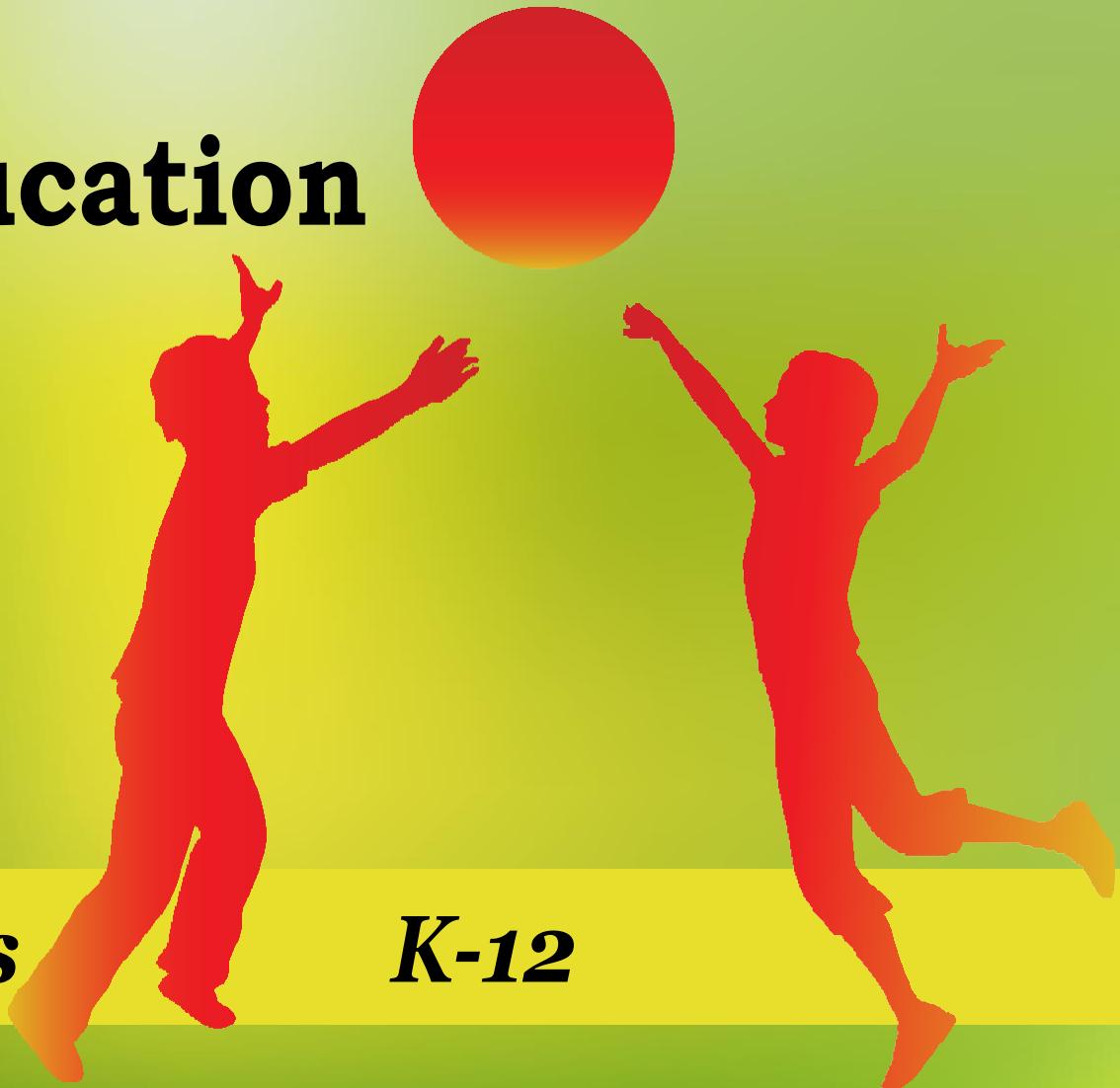
Interschool



Education and Early
Childhood Development

Safety Guidelines

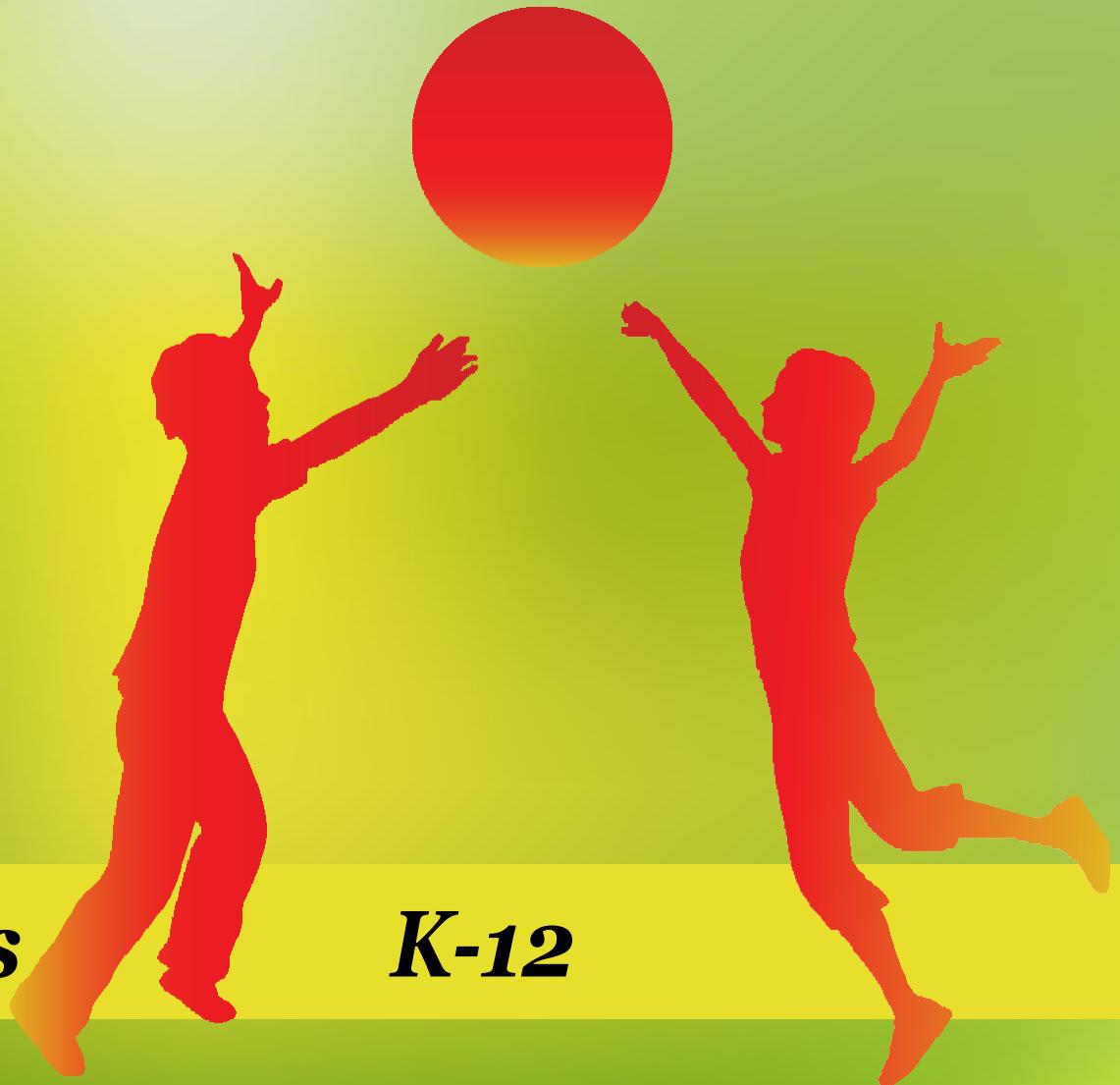
K-12



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Curricular *Safety Guidelines*

K-12



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This document has three sections. There are safety guidelines for: physical education curriculum; intramural sports programs; and interschool athletics. Each section has an appendix.

Disclaimer

These guidelines have been developed to assist school boards in their formulation of site-specific safety guidelines for physical education, intramural sports programs, and interschool athletics. These guidelines are, to the best of the Prince Edward Island Safety Guidelines Committee's knowledge, based upon the most current knowledge and experience available in Canada. Implementation of safety guidelines should in all cases be preceded by a close review of these guidelines and appropriate modification on the part of each school board in order to meet the specific requirements and circumstances of their respective schools and programs. The Prince Edward Island Safety Guidelines Development Committee accepts no responsibility for the implementation and customization of these guidelines.

Table of Contents

Physical Education Safety Guidelines *Curricular*

Generic Section

<i>Intent of the Guidelines</i>	1
<i>Impact and Scope</i>	1
<i>Risk Management</i>	2
<i>Generic Issues</i>	3
<i>Introduction to Sport/Activity Page Components</i>	6
<i>Introduction to the Appendices</i>	12
 Physical Activity Pull-out Section.....	13
<i>Generic Safety Guidelines</i>	13
<i>Communications Strategies</i>	20
Archery.....	21
Badminton	23
Ball Hockey/Cosom Hockey	24
Baseball/Hardball	25
Basketball/Bordenball/Endball/Benchball.....	26
Board Sailing.....	28
Bowling/Lawn Bowling/Bocce Ball	30
Broomball.....	31
Climbing – Ascending Lines.....	32
Climbing – Bouldering.....	38
Climbing – Climbing Wall and Climbing Related Activities.....	43
Climbing – Ropes/Challenge Courses.....	50
Climbing – Zipline/Tyrolean Traverse/Equivalent.....	57
Cricket/Cricket Variations.....	62
Cross-Country Running/Orienteering.....	64
Cross-Country Skiing/Snow Shoeing/Snow Skating.....	65
Curling.....	67

Cycling	68
Dance/Rhythmic Activities	70
Dodgeball/Tag Games	71
Field Hockey	73
Fitness Activities	74
Floor Hockey – Gym Ringette.....	76
Football – Flag/Touch	77
Football (Tackle).....	78
Golf	79
Gymnastics – General Procedures	81
Gymnastics – Above-ground Trampoline.....	83
Gymnastics - Beatboard.....	84
Gymnastics – Bench and Chair Activities.....	85
Gymnastics – Box Horse/Utility Box.....	86
Gymnastics – Climber.....	87
Gymnastics – Climbing Ropes.....	88
Gymnastics – In-ground Trampoline	89
Gymnastics – Mat Work.....	91
Gymnastics – Mini-Tramp	92
Gymnastics	
Parallel Bars/Still Rings/Balance Beam/	
Uneven Parallel Bars//Vault Table/Flatback Vaulting	93
Gymnastics – Pyramid Building.....	95
Handball	96

Hockey – (Ice) Lead up Games (e.g., shinny)	97
Horseback Riding – English/Western/Therapeutic.....	99
In-Line Skating/Quad Roller Skating.....	102
Kinball	104
Lacrosse (Box/Field)	105
Lacrosse – Inter (Soft).....	107
Martial Arts – Judo/Aikido/Karate/Tae-Kwan-Do.....	108
Mountain Biking.....	109
Movement Activities for Primary Grades	113
Outdoor Education – General Procedures.....	115
Outdoor Education – Backpacking.....	117
Outdoor Education – Camping.....	120
Outdoor Education – Canoeing (Grades 7-12).....	123
Outdoor Education – Canoeing Moving Water (Grades 7-12)	127
Outdoor Education – Flat Water Kayaking (Grades 7-12).....	131
Outdoor Education – Ropes Courses/Rappel Towers	134
Outdoor Education – Rock Climbing.....	137
Outdoor Education – Sailing.....	141
Outdoor Education – Swimming – Lakes/Ponds/Rivers	144
Outdoor Education – Winter Tent Camping.....	148
Paddleball	151
Paddle Tennis.....	152
Parachute.....	153
Pickleball	154
Pilates.....	155

Racquetball.....	157
Ringette - Ice.....	158
Rugby – Non-contact.....	160
Rugby – Tackle	161
Scoop Ball.....	162
Scooter Boards	163
Self Defense	164
Skateboarding	165
Skating - Ice	167
Skiing – Alpine/Snowboarding/Snowblading	169
Skipping.....	171
Snow Tubing.....	172
Soccer/Crab-Soccer/Soccer-Baseball – Indoor/Outdoor.....	174
Softball – Fast-Pitch.....	176
Softball – Lob-Ball/Slo-Pitch/Three-Pitch	177
Softball – Lead-up games: Soccer-B aseball/Volley-Baseball/T-Ball	179
Squash.....	181
Swimming/Synchronized Swimming - Pools.....	182
Table Tennis	185
Team Handball	186
Tennis	187
Tetherball	188
Tobogganing/Sledding.....	189
Yoga	191

Table of Contents

Physical Education Safety Guidelines *Curricular*

Track and Field – Discus.....	192
Track and Field – High Jump.....	194
Track and Field – Hurdles	196
Track and Field – Javelin.....	197
Track and Field – Pole Vault	198
Track and Field – Shot Put.....	199
Track and Field – Track Events	
Sprints and Relays.....	201
Track and Field – Triple Jump/Long Jump.....	203
Tug of War.....	205
Ultimate Frisbee.....	208
Volleyball – Beach.....	209
Volleyball	211
Weight Training	212
White Water Activities.....	214
Wrestling.....	215

Appendix A - Sample Letter to Parents/Guardians.....	219
Appendix B - Sample First Aid Kits.....	221
Appendix C - Emergency Action Plan.....	222
Appendix D-1 Physical Activity and Sport-Related Concussion	224
Appendix D-2 Sample Request to Resume Physical Education Concussion - Related Injuries	228
Appendix E - Lightning Protocol	230
Appendix F - Safety in Activity Rooms.....	232
Appendix G - Newly-Purchased or Donated Fitness Equipment	233
Appendix H-1 - Sample Safety Checklist – Gymnasium Facilities	234
Appendix H-2 - Sample Safety Checklist – Gymnasium Equipment	239
Appendix H-3 - Sample Safety Checklist – Outside Facilities	244
Appendix I - Students' Responsibilities.....	247
Appendix J - Universal Precautions – Blood and Body Fluids.....	248
Appendix K - Water Safety	249

Intent of the Physical Education Safety Guidelines:

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, foreseeable risks have been identified and analyzed. These guidelines include 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, practised 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 Curricular Safety Guidelines is to focus the teacher's 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 use of logical teaching progressions, as well as inclusion of age-appropriate activities in program preparations, planning and daily teaching, the educator will guard against foreseeable risks. It is hoped that 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.

It is required that physical education specialists are placed in physical education teaching positions. In support of this specialization, only teachers with the appropriate and current certifications can lead activities that are specialized, particularly in outdoor education. If an outside provider is instructing on an activity listed in these guidelines, appropriate certifications must be met and the physical education teacher accompanying must adhere to the appropriate minimum first aid certifications as noted for that activity. All physical education teachers will refer to the appropriate curriculum guides for the grade level that they are teaching to guide instruction.

Impact and Scope of this document:

The Safety Guidelines statements are mandatory. An activity must not occur unless these statements have been addressed.

This document delineates minimum guidelines that must be met by physical educators and administrators in addressing the safety component of the physical education core program. This module focuses on classroom instruction in physical education. Intramural and interschool activity guidelines can be found in the second and third modules.

Risk Management

The following elements of risk must be taken into consideration by the teacher:

- The activity is age-appropriate for the students' physical/mental abilities and behavioral patterns.
- The teacher has the knowledge and ability in accordance with the safety guideline pages to teach/supervise the activity safely.
- When considering an activity which is not addressed in the physical education curriculum or the Prince Edward Island Physical Education Safety Guidelines, the educational value vs. the entertainment value of the activity must be determined (e.g., Is going to a wave pool educational or entertainment?). Once the activity has been approved as having educational value, the inherent risks must be identified and minimized.

A. Generic Issues

Please Note:

- the following guideline statements are not listed in any order of priority
- lists of examples in these guidelines are not exclusive
- all guideline statements are mandatory

There are many common guidelines for safety which apply to all class activities. Some commonalities are:

1. At the beginning of the school year, teachers need to be aware of the medical background and physical limitations of their students. This includes knowledge of students with heart disorders, asthma, diabetes, severe allergies, anaphylaxis, etc. Each school needs to develop a process by which medical information is available to teachers, e.g., a process is developed where medical information is communicated to all relevant teachers, at the beginning of the school year and throughout the year as needed. (see Appendix A).

For students with medical conditions (e.g., asthma, life threatening allergies, diabetes, etc.) check that:

- There is an emergency action plan in place for the medical condition in case of an emergency (see Appendix C).
 - Medical support is readily available when needed or in case of an emergency. Follow Board Policy related to administering:
 - life threatening allergy (anaphylaxis) – epinephrine auto injector
 - diabetes – hyperglycemia – blood testing kit and a fast acting sugar
 - asthma – asthma relief medications.
2. 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. A signed parent/guardian acknowledgement/permission form must be received from each participant. The form must contain details of the activity and its inherent risks including transportation risks. Consideration must also be given to informing parents of activities which take students off the immediate school property, where transportation is not required, e.g., cross-country running. Refer to individual school board's field trip procedures related to the need for obtaining parent/guardian permission.
 3. Parents/guardians must be made aware of safety precautions related to environmental factors (e.g., effects of sun, hypothermia, frostbite, dehydration, viruses transmitted by insects [see Appendix A]).

4. 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 off school property, an appropriate, portable first aid kit must be readily accessible.
5. When activities are offered off school property, a working communication device must be readily accessible.
6. An emergency action plan to deal with accidents in physical education must be developed and applied in all schools. For details on an emergency action plan, see Appendix C.
7. **Concussion Information:** Definition - A concussion is a brain injury that causes changes in how the brain cells function, leading to symptoms that can be physical (e.g., headache, dizziness), cognitive (e.g., memory problems, decreased concentration), or emotional (e.g., feeling depressed). The brain injury cannot be seen on X-rays or CT scans. Concussion can occur even if there has been no loss of consciousness; *in fact most concussions occur without a loss of consciousness.* A concussion can occur from a direct blow to the head but may also occur from a major physical trauma to other parts of the body (e.g., a sideways check to the body) that causes a whiplash effect on the head and neck. (Adapted from ThinkFirst Position Statement on Concussion www.thinkfirst.ca). For more information on current concussion guidelines, see [Canadian Guideline on Concussion in Sport – Parachute](https://parachute.ca/en/injury-topic/concussion/) <https://parachute.ca/en/injury-topic/concussion/>

Procedures for sport/physical activity-related concussion in students (ages 5–18).

- I. A student who has sustained a suspected concussion during physical activity must be immediately removed from play and not allowed to return to play that day, even if the student says he/she is feeling better.
- II. Upon determination of a suspected concussion the student must be closely monitored for any signs or symptoms of deterioration and must not be left alone. For a list of signs and symptoms of concussion, see Appendix D.
- III. An unconscious student must be assumed to have a cervical spine injury and must be appropriately immobilized by trained personnel only (e.g., collar/spinal board) before ambulance transportation to hospital. Do not remove equipment (e.g., helmet). All students with a suspected concussion (brain injury), even if there was no loss of consciousness need to be evaluated by a physician as soon as possible.
- IV. Parents/guardians must be informed of the importance of the head injury being evaluated by a physician.
- V. Following medical examination the student must be monitored by a responsible adult, for the next 24-48 hours for signs of deterioration. If any signs of deterioration occur, the student needs to be immediately re-evaluated by a physician.
- VI. After the student has been symptom free for several days and has received medical clearance, he/she can begin supervised stepwise return-to-physical activity protocol. (see Appendix D).
- VII. Return to physical activity following a concussion from a physical education class or intramural activity must only occur after medical clearance (in writing) by a physician. (see Appendix D).

It is critical to see Appendix D for important information on concussion.

(Adapted from “Identification and management of children with sport-related concussion”, *Pediatrics & Child Health* 2006; 11 (7):420-428).

8. Universal precautions (e.g., using impermeable gloves), must be followed when dealing with situations involving blood and other bodily fluids (see Appendix J). Teachers must refer to School Board protocols that address blood and bodily fluids procedures.
9. Students must be made aware of the locations of the fire alarms, the fire exits and alternate routes from the gymnasium or other large indoor room used for activity.
10. Lightning is a significant weather hazard that may affect outdoor activities. Safety precautions and protocols **must** be developed and communicated to participants in response to potential lightning risk factors. At all times the Board's lightning procedures are the mandatory minimum standards. In situations where a higher standard of care is presented (e.g., trip guides, facility/program coordinators) – the higher standard of care is to be followed. For lightning procedures, see Appendix E.
11. At the beginning of the school year, 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. Please refer to [md_2021_06.pdf](#)
[\(Guidelines for Respecting, Accommodating and Supporting Gender Identity, Gender Expression and Sexual Orientation\(princeedwardisland.ca\)](#)
12. 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.
13. If students are involved in an 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.
14. Any modifications teachers make to guideline statements must raise the level of safety, not lower it.
15. Where an incident occurs that increases or could increase the risk of injury, corrective actions must take place to help prevent its reoccurrence.
16. Approval from the appropriate school board official must be received if a teacher wishes to include activities that are not in the guidelines and do not resemble guideline activities. As part of this process, the teacher must demonstrate that all appropriate precautions will be taken in the interest of student safety.
17. When taking students off-site for an activity organized by an outside provider (e.g., camp activities), the appropriate safety guidelines must be shared with the activity provider prior to trip confirmation. The outside provider must agree to abide by the mandates of Safety Guidelines.

B. Introduction to Sport/Activity Page Components

1. Guidelines:

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

<i>Equipment</i>	<i>Special Rules/Instructions</i>
<i>Clothing and Footwear</i>	
<i>Facilities</i>	<i>Supervision</i>

- b) All statements found on activity pages and supporting Appendices A-J are mandatory. An activity must not occur unless these guidelines have been addressed.
- c) With some exceptions, appropriate age divisions are not described on activity pages. It is the responsibility of each School Board to determine the age-appropriateness of these activities. Where ages are determined in activity pages (e.g., Wall Climbing: “only grade 7-12 students belay”), the standard has been determined by experts in the field.

2. Equipment:

- a) To provide a safe environment for class activities, the teacher must make a pre-activity check of the equipment to be used. This could be done visually or recorded on a check list (see Appendix H-2, Gymnasium Equipment Checklist). Hazards must be identified and removed or isolated as a factor in the activity.
- b) When using equipment that is not described in the document, care must be taken to determine that it is safe for use, (e.g., no sharp edges, cracks, or splinters) and that it is size, mass and strength appropriate.
- c) All balls must be properly inflated.
- c) No home-made equipment is to be used, e.g., personal ball hockey sticks, plastic bleach bottle scoops. Equipment can be made at school by Board employees, adult volunteers and by students who are under direct supervision. See guidelines for “School-Made Equipment”, *Module II: Physical Education Intramural Safety Guidelines*.

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- e) If students are permitted to bring their own equipment (e.g., badminton racquets, skis, in-line skates), students and parents/guardians must be informed of the importance of determining that the equipment is in good working order and suitable for personal use

Helmet Information: Canadian Standards Association (CSA) the regulatory body in Canada that provides the safety standards and regulations for protective head equipment – helmets. As of January 2008, the CSA has safety standards for only ice hockey helmets and cycling helmets and regulations for only the ice hockey helmet. The CSA announced standards for alpine skiing/snowboarding helmets in 2009.

The specific activity pages under 'Equipment' criteria outlines where the activity mandates the wearing of a helmet. Where the activity page does not specifically mention a CSA approved ice hockey helmet, cycling helmet or other standard for a helmet the comment will read: '*A suitable helmet for the activity must be worn.*'

To locate and select a suitable helmet for the activity the use of the following may be helpful:

- a) Consult the sport governing body of the activity.
- b) Consult a reputable provider (retailer) of the equipment (e.g., skateboard) for information on the most suitable helmet.
- c) Select a helmet that is sport specific for the activity using a Safety Standard Body outside of Canada, e.g.,:
 - American Society for Testing Materials (ASTM)
 - National Operating Committee for Standards in Athletic Equipment (NOCSAE).

Where a Canadian Standard Association standard becomes available for an activity helmet, that CSA approved helmet is to be the choice for use.

- g) students must be encouraged to report equipment problems to the teacher.
- h) When equipment (e.g., fitness equipment) is purchased second hand or donated to your school/school board, follow the guidelines for new/donated equipment in Appendix G.
- i) Goggles: recommended for some raquette sports. In some cases, eye glasses are a suitable alternative, however care must be given to ensure that either struts or arms will sufficiently hold them in place.

3. Clothing and Footwear

- a) Appropriate athletic footwear must be a minimum uniform requirement. Appropriate athletic footwear is defined as a running shoe with a flat rubber treaded sole that is secured to the foot. Running shoes with higher heels, wheels, rubber, plastic or metal cleats, open toes, open heels are not appropriate. Students must also wear appropriate clothing for physical education classes. Shorts or sweat pants and T-shirts/sweat shirts are examples of appropriate clothing.

Deviations from this minimum are listed on activity pages. Some ill-fitting clothing, jewellery, hard-soled shoes and socks without shoes can inhibit movement and possibly cause injury during active movement. Where religious requirement present a safety concern, modifications to the activity must be made.

- b) Exposed/Hanging jewellery must not be worn. (including hanging jewellery on neck, wrists, ears, torso; studs on ears, face, tongue, torso; loops/hoops/bars on face, ears, torso; rings on fingers/toes; watches/bracelets; spacers on ears; hair pins, clips, barettes. Jewellery which cannot be removed and which presents a safety concern (e.g., medical alert identification, religious requirement jewellery) must be taped or securely covered. Deviations from this minimum are listed on activity pages.
- c) Parents/guardians must be made aware of safety precautions with eyeglasses for some activities, including an eyeglass strap and/or shatterproof lenses or removal of glasses if vision is adequate (see Appendix A).
- d) Long hair should be secured so as not to block vision.
- e) Hats should not be worn if they pose a risk (e.g., impair vision).

4. Facilities:

- a) 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 check list (see Appendices H1-H3). The minimum requirement is a pre-use visual check. Hazards must be identified and removed as a factor in the activity. Potentially dangerous and immovable objects (e.g., goalposts, protruding stage) must be brought to the attention of students and administration. All equipment must be checked regularly to determine 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 teacher. For more information on the role of the student in safety, see Appendix I.
- b) Facilities and major equipment must be inspected and a written report completed by a reputable third party on a regular basis. School Safety Committees are responsible for this.
- c) Any use of a facility must be supervised.
- d) Equipment/furniture which is hazardous to the activity must not be stored around the perimeter of the gymnasium or any other large indoor room used for physical education. A reasonable number of benches as well as mats secured to the wall are exceptions to this statement.
- e) For all indoor activities, walls and stages must not be used as turning points or finish lines. A line or pylon could be designated in advance of the wall or stage.

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- f) 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) for gym classes, see Appendices F and H-3.
 - g) Playing fields must be free from hazards (e.g., holes, glass, and rocks). Severely uneven surfaces must be brought to the attention of the principal, students must be made aware of them, and modifications made when necessary. Field/outdoor playing areas must allow for sufficient traction.

5. *Special Rules/Instructions:*

- a) Class activity must be modified according to the age and ability levels of students and the facility available.
- b) Teachers must be encouraged to stay current with respect to safe exercise techniques.
- c) All class sessions must include appropriate warm-ups and cool-downs.
- d) Skills must be taught in a proper progression.
- e) Games and activities must be based on skills that have been taught.
- f) Before involving students in outdoor activity, teachers must take into consideration:
 - the temperature;
 - previous training; and
 - length of time students will be vigorously active.
- g) Students must be made aware of ways to protect themselves from UV rays (e.g., use of hats, sunglasses, sunscreen) and insects (repellent). Information regarding ticks and the potential for lyme disease can be found at <https://watersheds.ca/stay-natural-stay-safe-around-ticks>
- h) Students must receive instructions on the importance of reporting symptoms related to a suspected concussion.
- i) Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornados [see Appendix E]).
- j) Adequate liquid replacement must be accessible for students.

- k) Modify activities which involve students with special needs to address safety issues for all students. Teachers need to refer to resources designed to maximize safe opportunities for students with physical, intellectual, and behavioural challenges (e.g., *Moving to Inclusion-Active Living Alliance*).
- l) Many activities address the issue of body contact, stick-on-body and stick-on-stick contact. In an effort to promote common understanding of the term, this document views contact as an intentional contact with the purpose of gaining an advantage in the specific activity.
- m) Some activities refer to an “in charge person”. While the teacher is “in charge” and responsible for the overall safety and well-being of persons under his/her care, sometimes there are other personnel who must be identified as “in charge” related to specific situations (e.g., a pool lifeguard). In activities where an “in charge” person is designated, that person must make final decisions regarding the safety of the participants.
- n) While moving, students must not be required to close their eyes or be blind-folded.
- o) Emphasize controlled movement when requiring students to walk or run backwards. Avoid backward-running races.
- p) Any player with a cast must provide a doctor’s note or parent/guardian signed permission indicating it is safe for him/her to play.
- q) Casts/orthopedic devices must not present a safety concern to students or other participants. Modifications to the program might have to be made.

6. Supervision:

Definition of Supervision: Supervision is the vigilant overseeing of an activity for regulation or direction. All facilities, equipment and activities have inherent risks, but the more effectively they are supervised, the safer they become.

- a) A supervisor, as referred to below, is defined as a teacher, principal, or vice-principal employed by the school board. A volunteer (not necessarily a teacher) could assist in the supervision of physical education activities. Examples of volunteers are: instructional assistants, educational assistants, retired teachers, co-op students, parents/guardians, and pre-service teachers. Refer to your School Board policy regarding volunteers. These volunteers must not be the sole supervisors of any activity.

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- b) Students must be aware that the use of equipment and the gymnasium are prohibited without the appropriate type of supervision. In addition to written or verbal communication, at least one of the following deterrents must be in place, for example:
 - locked doors
 - signs on doors indicating that students are not to use the gym unless supervised
 - staff scheduled and present in the area of the gym (e.g., an adjoining physical education office) in order to see students entering the gym without authorization.
 - c) All activities must be supervised. The Safety Guidelines designate 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 take into consideration the risk level of the activity, the participants’ skill level and the participants’ maturity.
 - “**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. Momentary presence in adjoining rooms to the gym is considered part of “on-site supervision”.
 - “**In-the-area**” supervision means the teacher must be readily accessible and at least one of the following criteria is in place:
 - teacher is circulating;
 - exact location of teacher is known and location is nearby; or
 - teacher is visible.

Example: During a track and field session, some students are involved in high jump, some are practising relay passing on the track while a third group is distance running around the school.

- “**Constant visual**” supervision – High Jump – Teacher is at high jump area and is observing activity.
- “**On-site**” supervision – Relay Passing – Students are practising on the track and can be seen by the teacher who is with the high jumpers.
- “**In-the-area**” supervision – Distance Running – Students are running around the school and at times may be out of sight.

- d) Teachers must establish routines, rules of acceptable behaviour and appropriate duties of students at the beginning of the year and reinforce throughout the year. Teachers must sanction students for unsafe play or unacceptable behaviour, and must exercise that responsibility at all times. Refer to Appendix I for more information on student behaviour.

- e) Students must be made aware of the rules of activities or games. Rules must be strictly enforced and modified to suit the age, physical, emotional, social, and intellectual abilities of the participants.
- f) 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.
- g) When a student displays hesitation verbally or non-verbally, the teacher must determine the reason(s) for doubt. If the teacher believes that a potential hesitancy during the skill could put the student at risk, the student must be directed toward a more basic skill.
- h) Co-op students or other secondary students must not be the sole supervisor of any activity.
- i) Substitute Teacher Coverage:
 - The substitute 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 plans.
 - 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 behavioural problems.

Introduction to the Appendices

Information in the appendices addresses the required elements previously described in the generic section.

It is mandatory that School Boards address all these safety elements (e.g., parental permission, medical information).

Each appendix was developed as a sample for School Boards to localize as needed.

Safety Guidelines - Physical Activity in Schools

The responsibility for addressing a safe learning/activity environment rests with the school board and its staff. This responsibility applies to all aspects of the school day. Physical activities may take place in a variety of locations, such as gymnasiums, the outdoors, classrooms, hallways, concourses, large stages and multipurpose areas. There are many common or generic guidelines for safety that apply to all of these locations, and they are outlined on the following pages.

Generic Safety Guidelines for Physical Activity:

Medical Information

- A process must be in place by which staff is made aware of any limitations (e.g., physical, intellectual, emotional) that students may have that would prevent full participation in physical activities.
- Be well prepared to respond to emergency situations that might arise from such conditions as asthma, diabetes, and life-threatening allergies.
- Follow board policies regarding the collection and storage of student medical data.

First Aid

- Be aware of the school's first-aid emergency action plan, the identity of the first-aid providers, and the location of the first-aid kit(s).
- When conducting off-site activities, plan how to access emergency medical aid.
- Follow board policies prescribed for Universal Precautions for Blood and Bodily Fluids.
- A first-aid kit must be accessible to all areas used for Physical Activity.

Activity Risks

Before engaging in physical activities, inform students of the following:

- possible risks associated with the activity
- ways of minimizing the risks
- procedures and guidelines for safe participation.

Emergency Situations

Inform students of the locations of fire alarms, fire exits, assembly areas, and protocols for emergency situations for every location where physical activity takes place.

Off-site Activities

When activities are taking place off the school site, refer to school board policies, protocols, and forms.

Change-Rooms and Traveling to Physical Activity Area

At the beginning of the school year, and throughout the year, inform and remind students of appropriate change-room behaviour and safe procedures for going to and from the Physical Activity area. Please refer to md_2021_06.pdf(Guidelines for Respecting, Accommodating and Supporting Gender Identity, Gender Expression and Sexual Orientation(princeedwardisland.ca)

Equipment

- Equipment must be appropriate for the facility or location used (e.g., classroom, outdoors).
- Equipment must be checked regularly to determine that it is in good working order.
- Balls must be properly inflated.
- Mats must be placed on all designated landing areas (e.g., under chin-up bar, peg board, climber rungs). Encourage students to report equipment problems to the teacher.

Clothing and Footwear (Ways to implement and communicate the following are included at the end of this section)

- Running shoes are a minimum requirement, regardless of where physical activity takes place (see Outdoors activity page for exceptions when physical activity is outdoors). Running shoes must have flat rubber soles with a tread and be secured to the feet. Running shoes with higher heels, wheels, open toes, open heels, cleats and sandals are not appropriate. Remind students to tie shoelaces securely.
- When physical activity takes place as part of a physical education class, shorts, sweat pants, T-shirts, and sweatshirts are examples of appropriate clothing.
- When physical activity takes place in any setting other than as part of a physical education class, students should be encouraged to wear clothing that does not inhibit movement (e.g., not tight clothing) and is appropriate for bending, stretching etc.
- When religious requirements present a safety concern, modifications must be made to the activity.
- When physical activity takes place, no hanging jewellery can be worn. Refer to Physical Education Safety Guidelines individual activity pages related to the topic you are teaching in order to determine the appropriateness of other types of jewellery. Hanging jewellery that cannot be removed and that presents a safety concern (e.g., medical alert identification) must be taped/covered.
- Hats should not be worn if they pose a risk (e.g., impair vision).

Facilities

- Visually check the activity area prior to the activity to determine that hazards are identified and removed.
- Classrooms must provide enough space that is unobstructed by furniture and other equipment that will allow for free movement by students (i.e., enough space to move freely without touching others or furniture).
- Remove excess equipment and furniture from the perimeter of the gymnasium, hall, concourse, stage (e.g., tables, chairs).
- Bring potentially dangerous and immovable objects (e.g., goalposts, protruding stage) to the attention of students. Where there are immovable objects (e.g., trophy cases), create a “safety zone” of at least one metre around the perimeter of the activity area. Mark out these types of areas (e.g., with pylons, mats etc.).

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- The activity surface, whether indoors or outdoors, must provide good traction.
 - Make students aware of the boundaries of the activity area.
 - Encourage students to report safety concerns regarding the facility to the teacher.

Physical Activities: Special Rules and Instructions

- Activities must be appropriate for the age and ability levels of the students and the facility where the activity is taking place.
- The number of students participating in an activity in any location must not present a safety concern.
- Establish routines, rules of acceptable behaviour, and appropriate duties for students at the beginning of the year, reinforce these throughout the year, and determine that students adhere to them.
- Games and activities must be based on skills that have been taught earlier.
- Instruct students regarding the proper use of equipment before allowing them to use it.
- Students must be instructed to keep a safe distance from one another, from furniture/equipment and structures (e.g., walls, doors, windows).
- Clearly outline all rules to students. Rules must be strictly enforced. Modify rules to suit the age and ability of the participants.
- Make students aware that body-on-body contact and equipment-on-body contact are prohibited.
- Physical activities must include an appropriate warm-up, moderate to vigorous physical activity, and cool-down.
- Encourage each student to work at a level of intensity that is appropriate for him or her.
- Determine that the temperature and weather conditions are appropriate for participation in moderate to vigorous physical activity outdoors.

Supervision

- Determine that supervision is in accordance with all board policies and protocols.
- While students are physically active, be present at, in control of, and fully attentive to the activity area at all times.
- Inform and periodically remind students that use of equipment and of the gymnasium and multipurpose rooms is prohibited without teacher supervision. Deterrents must be in place (e.g., announcements, signs on doors, locked doors).
- Be vigilant to prevent one student from pressuring another into trying activities for which he or she is not ready.
- When a student displays hesitation, verbally or non-verbally, during an activity, discuss the reason(s) for the hesitancy and, if appropriate, provide the student with a different activity.
- Share safety standards with substitute teachers.

In the following charts, safety guidelines are provided for activities conducted in specified areas. In cases where sport-specific activities are being done (e.g., soccer), refer to the ***Prince Edward Island Physical Education Safety Guidelines: Curricular Module***. In this document there are activity-specific safety standards for a full range of activities.

Physical Activity Pull-out Section

Physical Education Safety Guidelines

Locations	Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Classroom	<ul style="list-style-type: none"> • Equipment must be appropriate for age and ability of students and size of classroom. • All equipment must be in good repair. • Location of nearest first-aid kit must be known and accessible. • Equipment must be safely stored. 	<ul style="list-style-type: none"> • Running shoes must be worn. • No hanging jewellery. • Clothing appropriate for freedom of movement. 	<ul style="list-style-type: none"> • Visually inspect and check for hazards specific to classrooms (e.g., floor surface must not be slippery and is free from all obstacles, such as books, backpacks, and extension cords). • Carpets must be flat and secured to the floor and not present a tripping hazard. • There must be enough room between students and between students and furniture and walls to allow for freedom of movement. 	<ul style="list-style-type: none"> • Include activities that have a controlled amount of movement (e.g., running on the spot, chair exercises). • Students must be instructed in the proper use of equipment before using it. 	<ul style="list-style-type: none"> • On-site supervision.
Multi-Purpose Area Concourse Hallways Stage Library Stairs	<ul style="list-style-type: none"> • Equipment must be appropriate for age and ability of students and size of facility. • All equipment must be in good repair. • First-aid kit must be accessible. • Equipment must be safely stored. 	<ul style="list-style-type: none"> • Running shoes must be worn. • No hanging jewellery. • Clothing appropriate for freedom of movement. 	<ul style="list-style-type: none"> • Visually inspect and check for hazards specific to the location (e.g., proximity of drinking fountains, glass doors and trophy cases to the activity). • Mark off areas where there are immovable objects (e.g., sinks, water fountains). 	<ul style="list-style-type: none"> • Include activities that have a controlled amount of movement, based on the size of the area (e.g., aerobics, mat work, fitness stations, skipping, dance). • Students must be instructed in the proper use of equipment before using it. 	<ul style="list-style-type: none"> • On-site supervision.

Physical Activity Pull-out Section

<i>Locations</i>	<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<ul style="list-style-type: none"> • Floor surfaces must provide good traction. • Walls and doors must not be used for turning points or finish lines. A line or pylon must be used instead. • Where a hall or stair activity involves passing through a doorway, the door(s) must be secured open. • There must be enough room between students and between students and equipment and walls to allow for freedom of movement. • Large stages can be used, but the edge must be marked off and students kept back from the markers. • Locker doors must be closed when hallways are being used. 	<ul style="list-style-type: none"> • If the activity area is a common open area (e.g., an atrium, a forum, a library, hallway), students who are not involved must walk around the outside of the area or must be redirected to take another route. • Take precautions to guard against doors opening into the activity area (e.g., keep participating students far enough away from a door that could swing open). • No racing or end-to-end activities. • When students are ascending or descending stairs, they must be in control and must have access to a hand rail. 	
Gymnasium	<ul style="list-style-type: none"> • Equipment must be checked regularly and repaired as needed. 	<ul style="list-style-type: none"> • Running shoes must be worn. • No hanging jewellery. • Clothing appropriate for freedom of movement. 	<ul style="list-style-type: none"> • Visually inspect for hazards. 	<ul style="list-style-type: none"> • Students must be instructed in the proper use of equipment before using it. 	<ul style="list-style-type: none"> • On-site supervision.

Physical Activity Pull-out Section

Physical Education Safety Guidelines

Locations	Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
	<ul style="list-style-type: none"> First-aid kit must be accessible. Equipment must be appropriate for age and ability of students. Equipment must be stored safely. 	<ul style="list-style-type: none"> Scarves, drawstrings, and belts must not present a safety concern. 	<ul style="list-style-type: none"> Walls and stages must not be used for turning points or finish lines. A line or pylon must be used instead. Floor plugs must be used to cover the holes in which poles for nets are usually placed. 	<ul style="list-style-type: none"> When involving students in circuits, there must be enough room between stations and between the station activity and the wall for safe movement. 	
Outdoors	<ul style="list-style-type: none"> Equipment must be appropriate for age and ability of students. Equipment must be safely transported to the outdoor location. First-aid kit must be accessible. When using creative playgrounds, follow board/school policies for their use. 	<ul style="list-style-type: none"> Footwear must be appropriate for the requirements of the activity (e.g., running shoes, snowshoes, and boots). Clothing must be appropriate for the activity and weather conditions (e.g., hats, mitts). No hanging jewellery. 	<ul style="list-style-type: none"> Visually inspect outdoor area for potential hazards (e.g., holes, glass, rocks). Immovable obstacles, such as trees and goalposts, must be identified to students. Severely uneven surfaces must not be used. There must be sufficient turf for proper traction. Warn students to be careful on wet grass. 	<ul style="list-style-type: none"> Take weather conditions into consideration (e.g., heat, cold, smog, rain, lightning) when planning activities. Attention must be given to temperature, length of time students have been outside, and intensity of activity. Inform parents and students of the importance of sun protection (e.g., sunscreen, hats) and insect repellent. Remind students of the importance of hydration. Inform school office whenever a class will be held outdoors and determine that an appropriate means of communication is available (e.g., student runner, walkie-talkies). 	<ul style="list-style-type: none"> On-site supervision. In-the-Area supervision for power walks, neighbourhood run/walks. For activities in the school neighbourhood one supervisor must be at the front of the group and one at the back of the group (Grades K-3).

Physical Activity Pull-out Section

<i>Locations</i>	<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<ul style="list-style-type: none"> When engaging students in an activity in the school neighbourhood (e.g., a power walk), teachers must familiarize students with the route before the initial attempt (e.g., note areas to approach with caution). Students must not cross intersections unless directly supervised. 	<ul style="list-style-type: none"> Determine that there is easy access into the school building from the location. Students must stay in pairs or groups (the buddy system) if they are going to be out of the teacher's sight for any reason. For winter activities, discuss with students how to prevent, recognize, and treat frostbite. 	A responsible student must be at the front of the group and a teacher at the back of the group for students in grades 4-9.
Community Facilities (e.g., arenas, parks)	<ul style="list-style-type: none"> Use equipment appropriate to the size and condition of the facility. Equipment must be safely transported to the community facility. First-aid kit must be accessible. When using off-site facilities, follow board policies. 	<ul style="list-style-type: none"> Clothing and footwear must be appropriate for the activity (e.g., running shoes, skates). No hanging jewellery. 	<ul style="list-style-type: none"> Visually inspect community facility for hazardous conditions. For outdoor community facilities, see Outdoors section above. 	<ul style="list-style-type: none"> Follow rules and etiquette as outlined by the facility. Be familiar with the emergency safety procedures of the facility. Determine that there is a suitable means of communication with the school in case of an emergency. 	<ul style="list-style-type: none"> On-site supervision.

Physical Activity Communication Strategies

A. The minimum student safety requirements for physical activity are as follows:

- running shoes
- when physical activity takes place in any setting other than as part of a physical education class, students must wear loose fitting clothing that does not inhibit movement (e.g., not tight clothing) and is appropriate for bending, stretching etc.
- no hanging jewellery
- jewellery that cannot be removed must be taped/covered.

There are a variety of ways that this information can be communicated to parents:

- in the school newsletter
- on the school's web site
- in the student handbook
- as an attachment to the June report card to prepare students and parents for the next school year (sample attached on following page)
- as part of the Physical Education Safety Guideline Appendix A which goes home to all parents/guardians in September (attached) letter to parents

These requirements could be included in the school's dress code and shared as part of any of the above strategies. The following is a sample dress code description:

B. Sample Dress Code

School policy requires that students meet acceptable standards of dress and grooming. Student dress should promote a safe, respectful, learning environment. Please assist your child in making the appropriate dress choices each day. Students need to be prepared every day to be active, to sit on the floor and to move around the classroom

The following guidelines should help define "appropriate" and "respectful":

- no profanity on clothing including shirts and hats
- no hats worn inside the school
- no suggestive cartoons or drawings on clothing
- no slogans promoting the use of drugs, alcohol or violence on clothing
- no derogatory, gender based or racial comments on clothing
- no revealing clothing such as short shorts/skirts, tube tops, halter tops, muscle shirts, spaghetti straps on tops, clothes that expose the midriff and chest
- no shorts under short skirts
- no underwear showing

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
A fully stocked first aid kit must be readily accessible.	No jewellery.	Determine that all facilities are safe for use.	Skills must be taught in proper progression.	Constant visual supervision.
A working communication device (e.g., cell phone) must be accessible.	Appropriate clothing.	Areas must be free of obstructions and hazards. For indoor shooting, a properly installed safety net must be used.	These guidelines must be shared with the activity provider.	Ratio: 8 students on the firing line to 1 teacher/supervisor.
Determine that all equipment is safe for use.	No loose fitting clothing on the upper body.	Access/exit to the facility must be controlled and warning sign posted.	Establish a “Start” and “Stop” shooting and “retrieving” system.	
All equipment must be inspected on a regular basis and repaired as necessary.	Suitable footwear must be worn (e.g., running shoes, hiking boots).	For outdoor activity, the shooting area must be well marked and controlled.	Establish an emergency procedure, including whistle system.	
Arm guards and finger tabs must be made available to students.	No sandals.	If an outdoor facility does not have a safety net or controlled natural safety barrier (e.g., hill), then an overshoot area must be established, well marked and controlled.	Students must receive instruction on: <ul style="list-style-type: none">• safety and emergency procedures• whistle system• shooting techniques• care and use of equipment• how to remove an arrow from a target butt safely	
Bow length and weight must correspond to the height and strength of the participant.	Long hair must be tied back.	Archery equipment must be stored in two separate secured areas; arrows in one area, bows in another.	“Firing” line must be established, appropriate for the skill level of the students. Sufficient spacing must be provided for each student on the firing line. No one in front of firing line.	
			All students not involved in shooting must be positioned well behind the firing line and away from the archers on the line.	

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
An equal number of appropriate-sized/length arrows must be given to each participant. Appropriate targets. No crossbows. Quivers must be used (e.g., pylon used as a floor quiver).		Shooting distance must be a minimum of 6m (20'), maximum of 10m (33').	<p>Students must be instructed that a loaded bow must never be pointed at anyone.</p> <p>Bows must only be loaded on the shooting line, after the signal to shoot has been given.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>If outdoor facility is used:</p> <ul style="list-style-type: none">• Students must be aware of ways to protect themselves from:<ul style="list-style-type: none">○ UV rays (e.g., use of hat, sunglasses, sunscreen)○ insects (e.g., repellent).	

Also see *Generic Issues and Introduction to Activity Page Components Sections* to view complete safety requirements.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
A fully-stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use. Playing surface and surrounding areas must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction. Court boundary lines must be clearly defined. A safety procedure must be established for side-by-side courts. Where facility does not allow for safe play (boundary lines too close to walls), modify rules appropriately.	Skills must be taught in proper progression. Games must be based on skills that are taught. Activities/skills must be modified to the age and ability level of the participants. The code of etiquette for court play must be taught and enforced (e.g., not entering a court being used). When teaching/practising skills, adequate spacing must be allowed for each athlete to be able to make an uninterrupted swing. Players must stop play whenever a foreign object comes onto the court. Encourage front court player to avoid facing partner during a rally. Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may effect participation (see Generic Section).	On-site supervision is required during initial instruction. In-the-area supervision is required after initial instruction. Setting up of equipment requires on-site supervision.
A working communication device (e.g., cell phone) must be accessible.	No hanging jewellery.			
Determine that all equipment is safe for use.				
Racquets must be inspected regularly for breakage and to determine proper grip.				
Protective eye gear meeting ASTM F803 standards or equivalent should be worn by all students (singles and doubles) at all times.				

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Stick blades must be checked regularly to determine the blade is securely and safely attached to the stick.</p> <p>Use only regulation plastic ball hockey, cosom hockey sticks or a wooden hockey shaft with plastic blade.</p> <p>Goalies must wear protective mask (e.g., hockey helmet with cage, softball mask).</p> <p>Goalies to wear gloves appropriate to activity (e.g., ball glove).</p> <p>Use “soft” ball, (e.g., P30, P40, foam ball, yarn ball, plastic or soft rubber puck).</p> <p>Stick blade must be checked for cracks. For floor ball, the stick and ball will be approved by the International Floorball Federation</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No hanging jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Playing surface must be free of all obstacles (e.g., tables, chairs, pianos) and provide sufficient traction.</p> <p>Playing surface must provide good traction.</p> <p>Floor plugs must be in place.</p>	<p>Skills must be taught in proper progression.</p> <p>Games and activities must be based on skills that are taught.</p> <p>Only active players on the floor can have a stick.</p> <p>The following rules must be in place and enforced by penalties:</p> <ul style="list-style-type: none"> • No body contact • No stick-on-body contact or stick-on-stick contact • No slapshots • Implement a crease for protection of the goalie and no other player, or player’s stick, is allowed in the crease. <p>Stick must remain below waist at all times.</p> <p>Penalties for stick infractions strictly enforced.</p> <p>Goalies must remain in crease area during play. (In floorball, goalie has no stick.)</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	<p>On-site supervision is required.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Baseball (i.e., Hardball) is not an appropriate activity at the Elementary or Secondary Curricular Level.

Basketball/Bordenball Endball/Benchball

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>In situations where student's follow-through could result in contact with a wall and/or stage, protective gym mats or padding must be placed beyond the "key" area.</p> <p>Protective wall mats must extend a minimum of 1.8m (6') up the wall from the top of the baseboard (maximum 10cm (4") from the floor) and be a minimum width of 4.8m (16').</p> <p>Where a stage is close to the baseline, gym mats must be placed over edge of stage and extend close to the floor.</p> <p>Portable basketball systems must be internally weighted to prevent tipping or movement.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Playing surfaces and surrounding areas must be free of all obstacles.</p> <p>Protective padding should be used on rectangular backboard lower edges and corners.</p> <p>Playing surface, whether indoor or outdoor, must provide good traction.</p> <p>Winch for moving backboards up and down must not be located directly under the supporting wall-mounted structure.</p>	<p>Skills must be taught in proper progression.</p> <p>Games and activities must be based on skills that are taught.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect their participation (see Generic Section).</p> <p>If facility does not allow for safe cross-court play (e.g., doors and radiators under baskets, wall close to the baseline, or side baskets attached to walls), modify rules appropriately (e.g., no lay-ups).</p> <p>Activity/rules must be modified to the skills of the participants.</p> <p>No hanging from rims on portable basketball systems.</p> <p>The base for portable basketball systems must not be on the court.</p>	<p>On-site supervision.</p> <p>Only trained adults are to use motorized hand winches to raise or lower baskets.</p> <p>Trained students under constant supervision may use hand winches.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p>Set up and movement of portable basketball systems must be done by a trained adult.</p> <p>The height of an adjustable basket must not present a safety concern.</p> <p>Benches will be free of splinters, be stable and have secure tops.</p> <p>Benches will not be near walls or any equipment.</p>		<p>When raising or lowering baskets, the trained adult operating the hand or motorized winch must be able to see that the area under the basket is clear.</p> <p>Floor sockets must have cover plates.</p>		

Board Sailing is not an appropriate activity at the Grades K-8 Curricular Level

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be available for all activities/ locations. Determine that all equipment is safe for use. Motorized rescue craft must be operational during each session.	Appropriate footwear and clothing must be worn. Sun protection (e.g., sunscreen, hat, sunglasses). Correctly fitting properly fastened and Canadian-approved PFD/life-jacket with whistle. Wet suits as required. Appropriate swimwear must be worn.	Determine that all facilities are safe to use. Water temperature is above 15 degrees Celsius (59 degrees Fahrenheit). Water area must be open with no visual obstructions to supervisors.	Skills must be taught in proper progression. Activities must be based on skills taught. Be aware of students whose medical conditions (e.g., asthma, anaphylaxis, cast, orthopaedic device) may affect participation (see Generic Section). Prior to boardsailing, students must successfully complete the following swim test (based on Canadian Swim to Survive™ Standard), administered by a qualified instructor/guard: <ul style="list-style-type: none">• rolling entry (backward or forward) into deep water at 2.75m (9') minimum depth)• swim 50m (165') continuously any stroke while fully clothed (no aids or stops)• tread water for 1 minute Students must be familiar with emergency procedures and self rescue skills related to facility.	Ratio: 1:20 in partners with maximum 10 on the boards at once. A qualified lifeguard must be on-site at all times. On-site supervision is required by the teacher. At least one supervisor must have Emergency First Aid Certificate or equivalent.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>Appropriate attention must be given to wind, height of waves and weather conditions.</p> <p>Students must be in buddy pairs for instruction and to assist in monitoring buddy/position.</p> <p>Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Bowling/Lawn Bowling/Bocce Ball

Physical Education Safety Guidelines Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be accessible. Determine that all equipment is safe for use.	Appropriate clothing and footwear must be worn. Proper shoes must be worn at all times, as provided or approved by the facility. No hanging jewellery.	Determine that all facilities are safe for use. Public bowling alleys, lawn bowling facility and fields where school facilities are used, surface must provide suitable traction.	Skills must be taught in proper progression. Parents must be aware of any off schoolground activity and the mode of transportation being used. Follow rules and etiquette as outlined by the facility. Non-active participants must be behind bowler(s) at all times and not in field of play. Be aware of students whose medical conditions (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	On-site supervision is required at the elementary level. In-the-area supervision is required at the secondary level.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Broomball sticks (regulation or otherwise) must be appropriate for size and age of the student. Check for cracks/splinters.</p> <p>Broomball nets, hockey nets or pylons for goals.</p> <p>Foam ball, utility ball or regulation broomball ball.</p> <p>Goalie and players equipment when playing on ice:</p> <ul style="list-style-type: none"> • CSA approved hockey helmet with full cage • gloves (e.g., broomball hockey) <p>Goalie and players should be encouraged to wear:</p> <ul style="list-style-type: none"> • shin pads • Jack or Jill protector 	<p>Appropriate clothing and footwear must be worn.</p> <p>Broomball played on fields, blacktop or on rinks requires player to wear suitable clothing for weather conditions.</p> <p>No skates.</p> <p>For broomball on ice, footwear must provide good traction (e.g., broomball shoes).</p> <p>No hanging jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p><u>Non-Ice Broomball</u> “Blacktop” area must not be obstructed (e.g., tetherball poles, tennis standards, or basketball standards).</p> <p>Field must be free from ice patches.</p> <p><u>Ice Broomball</u> Ice surface must be free from obstacles.</p> <p>Before playing broomball on an outdoor ice surface (e.g., lake, pond) contact local authorities to determine with absolute certainty, that the ice is thick enough to be safe for use.</p>	<p>Skills must be taught in proper progression.</p> <p>Games and activities must be based on skills that are taught.</p> <p>Players must keep sticks below waist at all times.</p> <p>Crease extended 2m from goal line. No other players, or their brooms, other than goalie and goalie broom, allowed in the crease.</p> <p>Only non-contact broomball allowed.</p> <p>Parents must be informed when activity takes students off school property, and means of transportation used.</p> <p>Activity/Rules must be modified to age and ability level of students.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	<p>On-site supervision is required.</p>

Climbing

Ascending Lines

Physical Education Safety Guidelines
Curricular

Portable Installation on School Site, Permanent Installation on Commercial Site, Permanent Installation on School Site

Grade 7-12 ONLY

Where students climb or ascend single lines suspended from ceiling anchors.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Applicable to All Installations:</p> <p>Determine that all equipment is safe for use.</p> <p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be available for all activities/locations.</p> <p>All equipment must be commercially and specifically manufactured for the intended climbing related activity and adhere to one or more of: UIAA, CE, NFPA, ULC, CSA, ASTM standards.</p> <p>Climbing ropes must be compatible with the chosen belay device and the climbing activity.</p>	<p>Applicable to All Installations:</p> <p>Appropriate clothing and footwear must be worn.</p> <p>No tops with drawstrings.</p> <p>No finger rings.</p> <p>Nothing around the neck (e.g., leather ties, knots).</p> <p>Medic alert bracelet/necklace to be taped.</p> <p>All other jewellery which presents a safety concern must be removed or taped.</p>	<p>Applicable to All Installations:</p> <p>Determine that all facilities are safe for use.</p> <p>Area for climbing must be appropriate for ability levels, age and size of students.</p> <p>All providers must follow the Prince Edward Island Building Code Act, and all applicable By-Laws and Regulations.</p> <p>All climbing equipment must be installed by a qualified professional (e.g., instructor/provider).</p>	<p>Applicable to All Installations:</p> <p>This activity page must be presented to the activity provider prior to the activity taking place.</p> <p>The activity provider must meet the minimum requirements listed on this page.</p> <p>Risks involved with the activities must be communicated to parents/guardians with a signed response form from the parents/guardians, giving permission for student to participate.</p> <p>Completed medical forms for each participating student must be accessible.</p>	<p>Applicable to All Installations:</p> <p>A teacher and 1 qualified instructor must be present (on site) for all aspects of the program.</p> <p>A suitable means of transporting an injured student must be accessible.</p> <p>Qualifications</p> <p>Applicable to All Installations:</p> <p>Instructors must be trained in, understand, demonstrate, and adhere to a directly relevant skill set for their respective activity.</p>

Climbing

Ascending Lines

Portable Installation on School Site, Permanent Installation on Commercial Site, Permanent Installation on School Site

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Helmets that are commercially and specifically manufactured for climbing must be worn by all students who are leaving the ground.</p> <p>Climbing harnesses, sit or full body, appropriate for the age and/or body size of the climber must be used.</p> <p>For all indoor walls, mats (e.g., Velcro utility mats, wrestling mats) must be in place at the ascending and descending points.</p> <p>Mat thicknesses:</p> <ul style="list-style-type: none"> • cross-link foam 10cm (2") • open-cell foam 10cm (2") • polyurethane 10cm (2") • dual-density 10cm (2") • mats of equivalent compaction rating as determined by the manufacturer. 	<p>Long hair must be covered or tied back.</p>	<p>The initial installation of climbing equipment must be inspected by qualified personnel upon completion of the installation and at least once a year thereafter by qualified climbing inspection personnel.</p> <p>This inspection must be documented with a written report. Necessary changes noted in the report must be addressed.</p>	<p>Where the activity takes students off- school property, parents/ guardians must be made aware of means of transportation used.</p> <p>Prior to the first lesson, teachers must inform climbing instructors of students who have special needs.</p> <p>Risks involved with each activity and how to lower the risk of an injury from occurring must be communicated to the students.</p> <p>Teachers, instructors and students must be aware of safety procedures.</p> <p>Skills must be taught in proper progression.</p> <p>An ascending system and technique recognized by the professional climbing industry must be used (e.g., jumar, a prussic knot).</p>	<p>A relevant skill set is a described set of skills developed by recognized climbing professionals.</p> <p>All instructors must be at least 18 years of age or older to teach the introductory lesson and/ or be an instructor.</p> <p>Qualifications Applicable to Permanent School Sites:</p> <p>Instructors for permanent school sites must hold a current certificate (within the last 3 years), demonstrating successful completion of a training workshop that directly addresses the climbing activities they are teaching.</p>

Climbing

Ascending Lines

Physical Education Safety Guidelines
Curricular

Portable Installation on School Site, Permanent Installation on Commercial Site, Permanent Installation on School Site

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Top anchors must be able to sustain a load of 22kN/2200kg/4945lbs.</p> <p>Any carabiners used must be the locking type.</p> <p>All equipment must be inspected by qualified personnel prior to activity.</p>			<p>Activity and course elements that are introduced must be based on skills that are taught and appropriate for the developmental stage and experience of the students.</p> <p>An introductory lesson must be an integral part of the program for all students.</p> <p>The lesson must:</p> <ul style="list-style-type: none">• be identified as specific to the ascending lines being used• be identified as specific to the ascending device used• include instruction and repeat practice of:<ul style="list-style-type: none">○ correct use of harness○ correct use of knots and tie-in points○ concept of ascending○ proper use of ascending device○ general ascending principles○ lowering/descending procedures	<p>Students who have been trained and can demonstrate the required instructor skills and who are 16 years of age or older can assist with instruction but must be directly supervised by a qualified teacher instructor.</p> <p>First Aid Certification: At least one instructor must have current First Aid qualifications equivalent to or exceeding St. John Emergency First Aid Certificate.</p> <p>Ratios Applicable to All Installations: <u>Introductory lesson</u> 1 instructor to 6 students (elementary level)</p>

Climbing ***Ascending Lines***

Portable Installation on School Site, Permanent Installation on Commercial Site, Permanent Installation on School Site

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>Students must be allowed to select a challenge at their comfort level.</p> <p>Adequate liquid replacement must be accessible.</p> <p>Where activity takes the students outside, students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV Rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active 	<p><u>After introductory lesson</u> Where multiple activities are taking place at the climbing site:</p> <ul style="list-style-type: none"> • the overall instructor-to-student ratio must not exceed 1:12 (Grades 7 and 9) 1:16 (Grades 10-12) • all climbing equipment must still be checked by an instructor before a student leaves the ground • the instructor-to-student/equipment ratios must meet minimum ratios for all activities, e.g.: <p><u>Ascending Lines:</u> Grades 7 and 9 - 1:12 students Grades 10-12 – 1:16</p> <p><u>Climbing Wall:</u> Grades 6 and below - 1:1 line</p>

Climbing

Ascending Lines

Portable Installation on School Site, Permanent Installation on Commercial Site, Permanent Installation on School Site

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see lightning appendix]).</p> <p>A qualified instructor must do a safety check of any student leaving the ground.</p> <p>All participants must be attached to 2 independent ascending devices with a separate locking carabiner for each, unless a conventional top-rope system is used in conjunction.</p> <p>A method of rescuing a tired/stuck climber must be available (e.g., ladder, scaffold, top-rope belay).</p>	<p>Grades 7 and 9 – 1:2 Grades 10-12 – 1:3</p> <p><u>Bouldering:</u> Grade 6 and below – 1:8 Grades 7 and 9 – 1:12 Grades 10-12 – 1:16</p> <p><u>Zipline:</u> 1:1 active zipline/traverse</p> <p><u>Challenge Courses:</u> Grades K-3: low elements only</p> <p>Grades 4-6: • 1 instructor to 1 line (when belaying using a top-rope system) • 1 instructor to 5 lines (when using a static or self belay system) • 1 instructor to 12 students</p> <p>Grades 7 and 9: • 1 instructor to 2 active climbers/systems (when belaying using a top-rope system)</p>

Climbing ***Ascending Lines***

Portable Installation on School Site, Permanent Installation on Commercial Site, Permanent Installation on School Site

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	1 instructor to 5 students (when using a static or self-belay system) Grades 10-12: 1:3 active climbers/ systems(when belaying using a top-rope system) 1:6 students(when using a static or self-belay system)

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Climbing

Bouldering

Physical Education Safety Guidelines
Curricular

Portable Installation on School Site, Permanent Installation on Commercial Site, Permanent Installation on School Site

Where students climb relatively low wall, un-rope, protected by matting.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Applicable to All Installations:</p> <p>Determine that all equipment is safe for use.</p> <p>A fully-stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be available for all activities/locations.</p> <p>A mat surface must be in place under the bouldering area.</p> <p>Where the height increases and/or angle of the climb increases in difficulty, the thickness of matting must also increase accordingly.</p>	<p>Applicable to All Installations:</p> <p>Clothing and footwear appropriate to the activities and environmental conditions must be worn.</p> <p>No tops with drawstrings.</p> <p>No finger rings.</p> <p>Nothing around the neck (e.g., leather ties, knots).</p> <p>Medic alert bracelet/necklace to be taped.</p> <p>All other jewellery which presents a safety concern must be removed or taped.</p>	<p>Applicable to All Installations:</p> <p>Determine that all facilities are safe for use.</p> <p>Area for climbing must be appropriate for ability levels, age and size of students.</p> <p>All providers must follow the Prince Edward Island Building Code Act, and all applicable By-Laws and Regulations.</p> <p>All climbing equipment must be installed by a qualified professional (e.g., instructor/provider).</p>	<p>Applicable to All Installations:</p> <p>This activity page must be presented to the activity provider prior to the activity taking place.</p> <p>The activity provider must meet the minimum requirements listed on this page.</p> <p>Risks involved with the activities must be communicated to parents/guardians with a signed response form from the parents/guardians, giving permission for student to participate.</p> <p>Completed medical forms for each participating student must be accessible.</p>	<p>Applicable to All Installations:</p> <p><u>General Supervision</u></p> <p>Teacher must be present for all aspects of the program.</p> <p>A suitable means of transporting an injured student must be accessible.</p> <p>On site supervision by a qualified instructor is required.</p> <p>Qualifications Applicable to All Installations:</p> <p>Instructors must be trained in, understand, demonstrate, and adhere to a directly relevant skill set for their respective activity.</p> <p>A relevant skill set is a described set of skills developed by recognized climbing professionals.</p>

**Portable Installation on School Site, Permanent Installation
 on Commercial Site, Permanent Installation on School Site**

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Mat thicknesses:</p> <ul style="list-style-type: none"> • cross-link foam 10cm (2") • open-cell foam 10cm (2") • polyurethane 10cm (2") • dual-density 10cm (2") • mats of equivalent compaction rating as determined by the manufacturer. <p>All equipment must be inspected by qualified personnel prior to activity.</p>	<p>Long hair must be covered or tied back.</p>	<p>The initial installation of climbing equipment must be inspected by qualified personnel upon completion of the installation and at least once a year thereafter by qualified climbing inspection personnel.</p> <p>This inspection must be documented with a written report. Necessary changes noted in the report must be addressed.</p>	<p>Where the activity takes students off-school property, parents/guardians must be made aware of means of transportation used.</p> <p>Prior to the first lesson, teachers must inform climbing instructors of students who have special needs.</p> <p>Risks involved with each activity and how to lower the risk of an injury from occurring must be communicated to the students.</p> <p>Teachers, instructors and students must be aware of safety procedures.</p> <p>Skills must be taught in proper progression.</p>	<p>All instructors must be at least 18 years of age or older to teach the introductory lesson and/or be an instructor.</p> <p>After initial instruction, an individual (e.g., teacher) who is trained in the skills and safety elements of bouldering can supervise students who are bouldering.</p> <p><i>Qualifications Applicable to Permanent School Sites:</i></p> <p>Instructors for permanent school sites must hold a current certificate (within the last 3 years) demonstrating successful completion of a training workshop that directly addresses the climbing activities they are teaching.</p> <p>Students who have demonstrated the required instructor skills and who are 16 years of age or older can assist with instruction but must be directly supervised by a qualified teacher instructor.</p>

Climbing

Bouldering

Portable Installation on School Site, Permanent Installation on Commercial Site, Permanent Installation on School Site

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<p>Activity and course elements that are introduced must be based on skills that are taught and appropriate for the developmental stage and experience of the students.</p> <p>An introductory lesson must be an integral part of the program for all students.</p> <p>Students must be allowed to select a challenge at their comfort level.</p> <p>Bouldering must take place in areas designated for bouldering only.</p> <p>Adequate liquid replacement must be accessible.</p>	<p>First Aid Certification: At least one instructor must have current First Aid qualifications equivalent to or exceeding St. John Emergency First Aid Certificate</p> <p>Ratios Applicable to All Installations:</p> <p>1 instructor to 12 students (elementary) 1 instructor to 16 students (secondary)</p> <p>Where multiple activities are taking place at the climbing site:</p> <ul style="list-style-type: none">the overall instructor-to-studentratio must not exceed 1:8 (Grades 6 and below), 1:12 (Grades 7 and 9), and 1:16 (Grades 10-12)all climbing equipment must still be checked by an instructor before a student leaves the ground

***Portable Installation on School Site, Permanent Installation
 on Commercial Site, Permanent Installation on School Site***

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>Where activity takes the students outside, students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV Rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p>	<ul style="list-style-type: none"> • the instructor to student/equipment ratios must meet minimum ratios for all activities, e.g.: <ul style="list-style-type: none"> <u>Ascending Lines:</u> Grades 7 and 9 - 1:12 students Grades 10-12 – 1:16 <u>Climbing Wall:</u> Grades 6 and below - 1:1 line Grades 7-9 - 1:2 lines Grades 10-12 – 1:3 lines <u>Bouldering:</u> Grade 6 and below – 1:8 Grades 7-9 – 1:12 Grades 10-12 – 1:16 <u>Zipline:</u> 1:1 active zipline/traverse <p><u>Challenge Courses:</u> Grades K-3: low elements only Grades 4-6:</p> <ul style="list-style-type: none"> • 1 instructor to 1 line (when belaying using a top-rope system) • 1 instructor to 5 lines (when using a static or self belay system) • 1 instructor to 12 students

Climbing Bouldering

Portable Installation on School Site, Permanent Installation on Commercial Site, Permanent Installation on School Site

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<p><i>Applicable to Permanent Installations on School Sites:</i></p> <p>Grades 6 and below: the hands of the students must not be more than 2.43 meters above the ground.</p> <p>Grades 7 and 8: the hands of the students must not be more than 3.5m (10'6") above the ground.</p> <p>Grades 9-12: the hands of the student must not be more than 3.5m above the ground.</p> <p>Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may effect participation (see Generic Section).</p>	<p>Grades 7-9:</p> <ul style="list-style-type: none">• 1 instructor to 2 active climbers/systems (when belaying using a top-rope system)• 1 instructor to 5 students (when using a static or self-belay system) <p>Grades 10-12:</p> <ul style="list-style-type: none">• 1:3 active climbers/systems (when using a top-rope system)• 1:6 students (using a static or self-belay system)

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Climbing Wall and Climbing Related Activities

Portable Installation on School Site, Permanent Installation on Commercial Site, Permanent Installation on School Site

For wall climbing programs where students may belay.

Climb only: up to and including Grade 6. Climbing and Belaying: Grades 7-12.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p><i>Applicable to All Installations:</i></p> <p>Determine that all equipment is safe for use.</p> <p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be available for all activities/locations.</p> <p>All equipment must be commercially and specifically manufactured for the intended climbing related activity and adhere to one of: UIAA, CE, NFPA, ULC, CSA, ASTM standards.</p>	<p><i>Applicable to All Installations:</i></p> <p>Clothing and footwear appropriate to the activities and environmental conditions must be worn.</p> <p>No tops with drawstrings.</p> <p>No finger rings.</p> <p>Nothing around the neck (e.g., leather ties, knots).</p> <p>Medic alert bracelet/necklace to be taped.</p>	<p><i>Applicable to All Installations:</i></p> <p>Determine that all facilities are safe for use.</p> <p>The climbing wall must be appropriate for ability levels, age and size of the students.</p> <p>All providers must follow the Prince Edward Island Building Code Act, and all applicable By-Laws and Regulations.</p>	<p><i>Applicable to All Installations:</i></p> <p>This activity page must be presented to the activity provider prior to the activity taking place.</p> <p>The activity provider must meet the minimum requirements listed on this page.</p> <p>Risks involved with the activities must be communicated to parents/guardians with a signed response form from the parents/guardians, giving permission for student to participate.</p> <p>Completed medical forms for each participating student must be accessible.</p> <p>Where the activity takes students off-school property, parents/guardians must be made aware of means of transportation used.</p>	<p><i>Applicable to All Installations:</i></p> <p>A teacher and 1 qualified instructor must be present (on site) for all aspects of the program.</p> <p>A suitable means of transporting an injured student must be accessible.</p> <p><i>Qualifications Applicable to All Installations:</i></p> <p>Instructors must be trained in, understand, demonstrate, and adhere to a directly relevant skill set for their respective activity.</p> <p>A relevant skill set is a described set of skills developed by recognized climbing professionals.</p>

Climbing

Physical Education Safety Guidelines

Curricular

Climbing Wall and Climbing Related Activities

Portable Installation on School Site, Permanent Installation on Commercial Site, Permanent Installation on School Site

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Climbing ropes must be compatible with the chosen belay device and the climbing activity.	All other jewellery which presents a safety concern must be removed or taped.	All climbing equipment must be installed by a qualified professional (e.g., instructor/provider).	Prior to the first lesson, teachers must inform climbing instructors of students who have special needs. Risks involved with each activity, and how to lower the risk of an injury from occurring, must be communicated to the students.	All instructors must be at least 18 years of age or older to teach the introductory lesson and/or be an instructor.
Helmets that are commercially and specifically manufactured for climbing must be worn by all students who are leaving the ground.	Long hair must be covered or tied back.	The initial installation of climbing equipment must be inspected by qualified personnel upon completion of the installation, and at least once a year thereafter by qualified climbing inspection personnel.	Teachers, instructors and students must be aware of safety procedures. Skills must be taught in proper progression.	Qualifications Applicable to Permanent School Sites: Instructors for permanent school sites must hold a current certificate (within the last 3 years), demonstrating successful completion of a training workshop that directly addresses the climbing activities they are teaching.
Climbing harnesses, sit or full body, appropriate for the age and/or body size of the climber must be used.		This inspection must be documented with a written report.	Activity and course elements that are introduced must be based on skills that are taught and appropriate for the developmental stage and experience of the students. Students must be allowed to select a challenge at their comfort level.	Students who have been trained and can demonstrate the required instructor skills and who are 16 years of age or older can assist with instruction but must be directly supervised by a qualified teacher instructor.
Belay devices must be connected with a locking carabiner rated at 22kN/2200kg/4945lbs., where commercial friction or camming devices are used.			When students are belaying, the following elements must be addressed in an introductory lesson prior to top-rope climbing:	
For all indoor walls, mats (e.g., Velcro utility mats, wrestling mats) must be in place at the ascending and descending points.				

Climbing Wall and Climbing Related Activities

Portable Installation on School Site, Permanent Installation on Commercial Site, Permanent Installation on School Site

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p>Mat thicknesses:</p> <ul style="list-style-type: none"> • cross-link foam 10cm (2") • open-cell foam 10cm (2") • polyurethane 10cm (2") • dual-density 10cm (2") • mats of equivalent compaction rating as determined by the manufacturer. <p>Top anchors must have 2 individual points or belay bar.</p> <p>Top anchors must have locking devices. Climbers must not be able to climb above anchors. Top anchors must be able to sustain a load of 2kN/2200kg/4945lbs.</p> <p>Bottom anchors must be one of: 2 individual floor anchors, or belayer harness, (a belay system/technique that will not allow the climber to ground-fall in the event the belayer becomes incapacitated) or combination harness and floor.</p>		<p>Necessary changes noted in the report must be addressed.</p>	<ul style="list-style-type: none"> • the introductory lesson be identified as top-rope specific • the introductory lesson must be identified as specific to the belay device being used • the introductory lesson must include instruction on and repeat practice of: <ul style="list-style-type: none"> ◦ correct use of harness ◦ correct use of knots and tie-in points ◦ concept of top-roping ◦ correct use of belay device ◦ general belaying principles ◦ lowering procedures ◦ communication and the climber/belayer contract <p>Adequate liquid replacement must be accessible.</p> <p>Where activity takes the students outside, students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV Rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) 	<p><i>Qualifications Applicable to Portable and Permanent Commercial Installations:</i></p> <p>Individuals who have been trained and can demonstrate the required instructor skills and who are 16 years of age or older can assist with instruction but must be directly supervised by a qualified instructor.</p> <p><i>First Aid Certification:</i></p> <p>At least one instructor must have current First Aid qualifications equivalent to or exceeding St. John Emergency First Aid Certificate.</p> <p><i>Ratios Applicable to All Installations:</i></p> <p>1 instructor to 1 line for students in Grades 6 and below.</p> <p>1 instructor to 2 lines for students in Grades 7-9.</p>

Climbing

Physical Education Safety Guidelines

Curricular

Climbing Wall and Climbing Related Activities

Portable Installation on School Site, Permanent Installation on Commercial Site, Permanent Installation on School Site

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Bottom anchors must have a belay device connected with a locking carabiner and be capable of sustaining a load of 10kN/1000kg/2240lbs.</p> <p>All equipment must be inspected by qualified personnel prior to activity.</p>			<p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none">• temperature• previous training• length of time students will be vigorously active <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>A qualified instructor (see supervision section for definition of “qualified”) must do a safety check of any student leaving the ground.</p> <p>A buddy belay (when students are belaying) must be incorporated into all belay systems at all times.</p> <p>Students in grade 6 and below are not allowed to belay.</p>	<p>1 instructor to 3 lines for students in Grades 10-12.</p> <p>After introductory lesson, above ratios must be maintained.</p> <p>Where multiple activities are taking place at the climbing site:</p> <ul style="list-style-type: none">• the overall instructor to student ratio must not exceed 1:13 (Grades 10-12) 1:12 (Grades 7-9) and 1:8 (Grades 6 and below)• a safety check of each student leaving the ground must still be done by an instructor in all initial and subsequent climbing sessions <p>The instructor-to-student/equipment ratios must meet minimum ratios for all activities e.g.;</p>

Climbing Wall and Climbing Related Activities

Portable Installation on School Site, Permanent Installation on Commercial Site, Permanent Installation on School Site

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>Climber/Belayer weight ratio must be taken into consideration when determining the number of buddy belayers necessary in any non-ground anchored system.</p> <p>A body belay is not to be used.</p> <p>A belay system/technique that will not allow the climber to ground-fall in the event that the belayer becomes incapacitated must be used by student belayers.</p> <p>Ground/floor anchors must be backed up by a harness attachment unless they have been specifically installed for climbing and conform to recognized standards (see equipment list).</p> <p>Lead climbing by students must not be done.</p> <p>Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	<u>Ascending Lines:</u> Grades 7-9 - 1:12 students Grades 10-12 – 1:16 students <u>Climbing Wall:</u> Grades 6 and below - 1:1 line Grades 7-9 - 1:2 lines Grades 10-12 - 1:3 lines <u>Bouldering:</u> Grade 6 and below - 1:8 Grades 7-9 - 1:12 Grades 10-12 - 1:16 <u>Zipline:</u> 1:1 active zipline/ traverse <u>Challenge Courses:</u> Grades K-3: low elements only Grades 4-6: <ul style="list-style-type: none"> • 1 instructor to 1 line (when belaying using a top-rope system) • 1 instructor to 5 lines (when using a static or self belay system) • 1 instructor to 12 students

Climbing

Physical Education Safety Guidelines

Curricular

Climbing Wall and Climbing Related Activities

Portable Installation on School Site, Permanent Installation on Commercial Site, Permanent Installation on School Site

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<p>For Climb Only Programs:</p> <p>Rules must clearly be explained to students prior to climbing by a qualified instructor.</p> <p>Students are not permitted to:</p> <ul style="list-style-type: none">• belay• apply harnesses to themselves or others• tie knots for themselves or others <p>Belaying, applying harnesses, and tying knots must be done by a qualified instructor.</p>	<p>Grades 7-9:</p> <ul style="list-style-type: none">• 1 instructor to 2 active climbers/systems (when belaying using a top-rope system)• 1 instructor to 5 students (when using a static or self-belay system) <p>Grades 10-12:</p> <ul style="list-style-type: none">• 1 instructor to 3 active climbers/systems (when belaying using a top-rope system)• 1 instructor to 6 students (when using a static or self-belay system) <p>Climb Only: 1 instructor per belay activity.</p> <p>For Grades 7-12 intramural Clubs (e.g., Wall Climbing Clubs) that go to a commercial site provider, all of the above ratios apply for the first 3 visits (total time</p>

Climbing Wall and Climbing Related Activities
Portable Installation on School Site, Permanent Installation on Commercial Site, Permanent Installation on School Site

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
				<p>6 hours minimum) that take place within a reasonable time frame. After 3 separate visits (total time 6 hours minimum):</p> <ul style="list-style-type: none">• an instructor provides a belay check for each student• a climbing professional provides on-site supervision• 1 instructor to 12 students (elementary)• 1 instructor to 16 (secondary)

Climbing

Ropes/Challenge Courses

Permanent Installation on Commercial Site, Permanent Installation on School Site

Physical Education Safety Guidelines
Curricular

Where students perform a series of activities either while working with others on initiative tasks or responding to personal challenges close to the ground or high in the air.

Grades K-3: are to participate on low elements only. A low element course is one in which no rope belay system is required as fall protection for the climber and for most low element courses, spotting is needed.

Grades 4-6: Climb only. **Students are not to participate in belay.**

Grades 7-12: Climbing and Belaying are permitted.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Applicable to All Installations: Determine that all equipment is safe for use. A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be available for all activities/locations. All equipment must be commercially and specifically manufactured for the intended climbing related activity and adhere to one or more of: UIAA, CE, NFPA, ULC, CSA, ASTM standards.	Applicable to All Installations: Clothing and footwear appropriate to the activities and environmental conditions must be worn. No tops with drawstrings. No finger rings. Nothing around the neck (e.g., leather ties, knots). Medic alert bracelet/necklace to be taped.	Applicable to All Installations: Determine that all facilities are safe for use. Challenge course activities that are selected must be appropriate for ability levels, age and size of the students. All challenge course elements must have been installed, or have passed an annual professional inspection by a qualified Challenge Course	Applicable to All Installations: This activity page must be presented to the activity provider prior to the activity taking place. The activity provider must meet the minimum requirements listed on this page. Risks involved with the activities must be communicated to parents/guardians with a signed response form from the parents/guardians, giving permission for student to participate.	Applicable to All Installations: A teacher and 1 qualified instructor must be present (on site) for all aspects of the program. A suitable means of transporting an injured student must be accessible. Qualifications Applicable to All Installations: Instructors must be trained in, understand, demonstrate, and adhere to a directly relevant skill set for their respective activity.

Climbing

Ropes/Challenge Courses

Permanent Installation on Commercial Site, Permanent Installation on School Site

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Climbing ropes must be compatible with the chosen belay device and the climbing activity.</p> <p>Helmets that are commercially and specifically manufactured for climbing must be worn by all students who are leaving the ground or are under any activity in use.</p> <p>Climbing harnesses (sit, sit/chest, or full body) appropriate to the age and/or body size of the climber must be used.</p> <p>Belay devices must be connected with a locking carabiner rated at 22kN/ 2200kg/4945lbs., where commercial friction or camming devices are used.</p>	<p>All other jewellery which presents a safety concern must be removed or taped.</p> <p>Long hair must be covered or tied back.</p>	<p>Professional as defined in the most current edition of <i>The Association for Challenge Course Technology (ACCT), Challenge Course Standards</i> or equivalent.</p> <p>All challenge course elements must meet the <i>ACCT Challenge Course Standards</i> that are in place at the time of installation.</p> <p>All challenge course elements must be inspected annually by a qualified Challenge Course Professional, using the most recent edition of the <i>ACCT Standards</i>. This inspection must be documented in a written report in accordance with the <i>ACCT Challenge Course Standards</i>.</p>	<p>Completed medical forms for each participating student must be accessible.</p> <p>Prior to the first lesson, teachers must inform climbing instructors of students who have special needs.</p> <p>Where the activity takes students off-school property, parents/ guardians must be made aware of means of transportation used.</p> <p>Risks involved with each activity and how to lower the risk of an injury from occurring must be communicated to the students.</p> <p>Teachers, instructors and students must be aware of safety procedures.</p>	<p>A relevant skill set is a described set of skills developed by recognized <i>Challenge Course Professionals</i>.</p> <p>All instructors must be at least 18 years of age or older to teach the introductory lesson and/or be an instructor.</p> <p>Individuals who have been trained and can demonstrate the required instructor skills and who are 17 years of age or older can assist with instruction but must be directly supervised by a qualified instructor.</p> <p>Qualifications Applicable to Permanent Installations on School Sites:</p> <p>Instructors for permanent school sites must hold a current certificate (within the last 3 years), demonstrating successful completion of a</p>

Climbing

Ropes/Challenge Courses

**Permanent Installation on Commercial Site,
Permanent Installation on School Site**

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>For all indoor walls, mats (e.g., Velcro utility mats, wrestling mats, must be in place at the ascending and descending points).</p> <p>Mat thicknesses:</p> <ul style="list-style-type: none">• cross-link foam 10cm (2")• open-cell foam 10cm (2")• polyurethane 10cm (2")• dual-density 10cm (2")• mats of equivalent compaction rating as determined by the manufacturer <p>All equipment must be inspected prior to activity.</p>		<p>Necessary maintenance/ changes to the elements noted in the report must be addressed.</p> <p>All challenge course elements must be inspected by qualified on-site personnel prior to use.</p> <p>The challenge course must be managed and operated in accordance with the most current <i>ACCT Standards</i>, including having a designated Challenge Course Manager who is responsible for overseeing the staffing and operations of the challenge course.</p> <p>The challenge course must be used in accordance with the current Challenge Course Professional's recommendations.</p>	<p>The site must have a written Policies and Procedures Manual for the management and operation of all challenge course activities. This manual must include an Emergency Action Plan consistent with the most current ACCT Challenge Course Standards.</p> <p>Skills must be taught in proper progression.</p> <p>Activity and course elements that are introduced must be based on skills that are taught and appropriate for the developmental stage and experience of the students.</p> <p>When students are belaying, an introductory lesson incorporating the following elements must precede top-rope climbing:</p> <ul style="list-style-type: none">• must be identified as challenge course specific	<p>training workshop that directly addresses the climbing activities they are teaching.</p> <p>Qualifications Applicable to Permanent Installations at a Commercial Site:</p> <p>All instructors must hold a current certificate demonstrating successful completion of training from an accredited, recognized, challenge course professional training company.</p> <p>First Aid Certification:</p> <p>At least one instructor must have current First Aid qualifications equivalent to or exceeding St. John Emergency First Aid Certificate.</p>

Climbing

Ropes/Challenge Courses

Permanent Installation on Commercial Site, Permanent Installation on School Site

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<ul style="list-style-type: none"> • must be identified as specific to the belay system/device being used • must include instruction and repeat practice on: <ul style="list-style-type: none"> ○ correct use of harness ○ correct use of knots and tie-in points ○ concept of top-roping ○ correct use of belay device/system ○ general principles for belaying with the specific system ○ lowering procedures with the specific system ○ communication and the climber/belayer contract <p>Students must be allowed to select a challenge at their comfort level.</p> <p>Adequate liquid replacement must be accessible.</p>	<p><i>Ratios Applicable to All Challenge Courses:</i></p> <p>Grades 4-6 - 1 instructor to 1 line (when belaying using a top rope system)</p> <p>1 instructor to 5 lines when using a static or self-belaying system.</p> <p>Grades 7-9 - 1 instructor to 2 active climbers/systems when using a static or self-belaying system.</p> <p>Grades 10-12 - 1 instructor to 3 active climbers/systems when using a static or self-belaying system.</p> <p>After introductory lesson, above ratios must be maintained.</p> <p>Where multiple activities are taking place at the climbing site:</p> <ul style="list-style-type: none"> • the overall instructor-to-student ratio must not exceed 1:16 (Grades 10-12), 1:12 (Grades 7-9), and 1:8 (Grades 6 and below)

Climbing

Ropes/Challenge Courses

**Permanent Installation on Commercial Site,
Permanent Installation on School Site**

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<p>Where activity takes the students outside, students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none">• UV Rays (e.g., use of hat, sunglasses, sunscreen)• insects (e.g., repellent) <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none">• temperature• previous training• length of time students will be vigorously active <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>A qualified instructor must check the harness, rope and belay device set up for any student prior to him/her leaving the ground.</p>	<ul style="list-style-type: none">• a safety check of each student leaving the ground must still be done by an instructor in all initial and subsequent climbing sessions• the instructor to student/equipment ratios must meet minimum ratios for all activities i.e.,: <u>Ascending Lines</u>: Grades 7-9 - 1:12 students Grades 10-12 – 1:16 <u>Climbing Wall</u>: Grades 6 and below - 1:1 line Grades 7-9 - 1:2 lines Grades 10-12 – 1:3 <u>Bouldering</u>: Grade 6 and below – 1:8 Grades 7-9 – 1:12 Grades 10-12 1:16 <u>Zipline</u>: 1:1 active zipline/traverse

Climbing

Ropes/Challenge Courses

Permanent Installation on Commercial Site, Permanent Installation on School Site

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>The belay system utilized, including the belay device, must be one that was installed and recommended by a qualified <i>Challenge Course Professional</i>.</p> <p>The climber-to-belayer weight ratio must be taken into consideration when determining the number of buddy belayers necessary in any non-ground anchored system.</p> <p>In most conventional top-rope belay systems, an approximate climber-to-belayer weight ratio is 1:1.</p> <p>When students are belaying, a system/technique that will not allow the climber to ground-fall in the event that one of the belay team members becomes incapacitated, must be incorporated.</p>	<p><u>Challenge Courses:</u> Grades K-3: low elements only Grades 4-6:</p> <ul style="list-style-type: none"> • 1 instructor to 1 line (when belaying using a top-rope system) • 1 instructor to 5 lines (when using a static or self belay system) • 1 instructor to 12 students <p>Grades 7-9:</p> <ul style="list-style-type: none"> • 1 instructor to 2 active climbers/systems (when belaying using a top-rope system) • 1 instructor to 5 students (when using a static or self-belay system) <p>Grades 10-12:</p> <ul style="list-style-type: none"> • 1 instructor to 3 active climbers/systems (when belaying using a top-rope system) • 1 instructor to 6 students (when using a static or self-belay system)

Climbing

Ropes/Challenge Courses

**Permanent Installation on Commercial Site,
Permanent Installation on School Site**

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<p>A method of rescuing a tired/stuck climber must be available (e.g., ladder, scaffold, top-rope belay).</p> <p>Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	<p>If an instructor is supervising more than 1 student belayed activity, the action must cease in one activity while any necessary safety checks are conducted in the second activity.</p> <p>When a high-element challenge course is operating, there must be a minimum of 2 instructors.</p>

Climbing

Zipline/Tyrolean Traverse/Equivalent Portable Installation on School Site,

Where students move in a horizontal or descending manner along a fixed rope/line, installed in an elevated fashion.

Grades 7-12 ONLY.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p><i>Applicable to Portable Installations on School Sites:</i></p> <p>Determine that all equipment is safe for use.</p> <p>A fully-stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be available for all activities/locations.</p> <p>All equipment must be commercially and specifically manufactured for the intended climbing related activity and adhere to one of: UIAA, CE, NFPA, ULC, CSA, ASTM standards.</p>	<p><i>Applicable to Portable Installations on School Sites:</i></p> <p>Clothing and footwear appropriate to the activities and environmental conditions must be worn.</p> <p>No tops with drawstrings.</p> <p>No finger rings.</p> <p>Nothing around the neck (e.g., leather ties, knots).</p> <p>Medic alert bracelet/necklace to be taped.</p> <p>All other jewellery which presents a safety concern must be removed or taped.</p> <p>Long hair must be covered or tied back.</p>	<p><i>Applicable to Portable Installations on School Sites:</i></p> <p>Determine that all facilities are safe for use.</p> <p>Area for climbing must be appropriate for ability levels, age and size of students.</p> <p>All providers must follow the Prince Edward Island Building Code Act, and all applicable By-Laws and Regulations.</p> <p>All climbing equipment must be installed by a qualified professional (e.g., instructor/provider).</p>	<p><i>Applicable to Portable Installations on School Sites:</i></p> <p>This activity page must be presented to the activity provider prior to the activity taking place.</p> <p>The activity provider must meet the minimum requirements listed on this page.</p> <p>Risks involved with the activities must be communicated to parents/guardians with a signed response form from the parents/guardians, giving permission for student to participate.</p> <p>Completed medical forms for each participating student must be accessible.</p> <p>Where the activity takes students off-school property, parents/guardians must be made aware of means of transportation used.</p>	<p><i>Applicable to Portable Installations on School Sites:</i></p> <p>A teacher and one qualified instructor must be present (on-site) for all aspects of the program.</p> <p>A suitable means of transporting an injured student must be accessible.</p> <p><i>Instructor Qualifications:</i></p> <p>Instructors must be trained in, understand, demonstrate, and adhere to a directly relevant skill set for their respective activity.</p>

Climbing

Zipline/Tyrolean Traverse/Equivalent

Portable Installation on School Site,

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Ropes/lines must be compatible with the chosen climbing activity.</p> <p>Helmets that are commercially and specifically manufactured for climbing must be worn by all students who are leaving the ground.</p> <p>Climbing harnesses, sit or full body, appropriate for the age and/or body size of the climber must be used.</p> <p>There must be 2 single pulleys or a double sheave pulley.</p> <p>The base of the scaffolding must be completely covered with landing mats that are a minimum of 50cm (20") thick, OR an additional instructor is positioned at the top of the scaffolding and mats (e.g., Velcro utility mats, wrestling mats) must be in placed at the descending points.</p>		<p>The initial installation of climbing equipment must be inspected by qualified personnel upon completion of the installation and at least once a year thereafter by qualified climbing inspection personnel.</p> <p>This inspection must be documented with a written report. Necessary changes noted in the report must be addressed.</p>	<p>Prior to the first lesson, teachers must inform climbing instructors of students who have special needs.</p> <p>Risks involved with each activity and how to lower the risk of an injury from occurring must be communicated to the students.</p> <p>Teachers, instructors and students must be aware of safety procedures.</p> <p>Skills must be taught in proper progression.</p> <p>A system and technique recognized by the professional climbing industry must be used.</p> <p>A system must be used that will not allow participant to make contact with the ground while in transit along the installed rope/line.</p>	<p>A relevant skill set is a described set of skills developed by recognized climbing professionals.</p> <p>All instructors must be at least 18 years of age or older to teach the introductory lesson and/or be an instructor.</p> <p>First Aid Certification: At least one instructor must have current First Aid qualifications equivalent to or exceeding St. John Emergency First Aid Certificate.</p> <p>Ratios: 1 instructor for each active zip/traverse, providing Constant Visual Supervision.</p> <p>After introductory lesson: 1 instructor to 12 students. Grades 7 and 8, and 1 instructor to 16 students for Grades 9-12.</p>

Climbing

Zipline/Tyrolean Traverse/Equivalent Portable Installation on School Site,

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p>Mat thicknesses:</p> <ul style="list-style-type: none"> • cross-link foam 10cm (2") • open-cell foam 10cm (2") • polyurethane 10cm (2") • dual-density 10cm (2") • mats of equivalent compaction rating as determined by the manufacturer <p>Top anchors must have 2 individual points, locking devices and must be able to sustain a load of 22kN/ 2200kg/4500lbs.</p> <p>All equipment must be inspected by qualified personnel prior to activity.</p>			<p>An arresting system must be incorporated into the zip/traverse line to prevent contact with the bottom anchors.</p> <p>Activity and course elements that are introduced must be based on skills that are taught and appropriate for the developmental stage and experience of the students.</p> <p>The introductory lesson must:</p> <ul style="list-style-type: none"> • be specific to the site • be identified as specific to the system used • include instruction and repeat practice of: <ul style="list-style-type: none"> ◦ correct use of harness ◦ correct use of pulley(s), equipment, and attachment points ◦ safe method of ascending to the elevated system ◦ safe method of descending from the elevated system 	<p>Where multiple activities are taking place at the climbing site:</p> <ul style="list-style-type: none"> • the overall instructor-to-student ratio must not exceed 1:8 (Grades 6 and below), 1:12 (Grades 7-9), and 1:16 (Grades 10-12) • all climbing equipment must still be checked by an instructor before a student leaves the ground • the instructor-to-student/equipment ratios must meet minimum ratios for all activities, e.g.: <p><u>Ascending Lines:</u> Grades 7-9 - 1:12 students Grades 10-12 - 1:16 students</p> <p><u>Climbing Wall:</u> Grades 6 and below - 1:1 line Grades 7-9 - 1:2 lines Grades 10-12 - 1:3 lines</p> <p><u>Bouldering:</u> Grade 6 and below - 1:8 Grades 7-9 - 1:12 Grades 10-12 - 1:16</p>

Climbing
Zipline/Tyrolean Traverse/Equivalent
Portable Installation on School Site,

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<ul style="list-style-type: none"> ○ safe method of transferring between the elevated system and the fail arrest system <p>Students must be allowed to select a challenge at their comfort level.</p> <p>Adequate liquid replacement must be accessible.</p> <p>A qualified instructor must do a safety check of any student leaving the ground.</p> <p>While ascending to a scaffold take-over platform, student must be on a belay.</p> <p>A buddy belay (when students are belaying) must be incorporated into all belay systems at all times.</p> <p>Climber/belayer weight ratio must be taken into consideration when determining the</p>	<p><u>Zipline:</u> 1:1 active zipline/ traverse</p> <p><u>Challenge Courses:</u> Grades K-3: low elements only</p> <p>Grades 4-6:</p> <ul style="list-style-type: none"> • 1 instructor to 1 line (when belaying using a top-rope system) • 1 instructor to 5 lines (when using a static or self belay system) • 1 instructor to 12 students <p>Grades 7-9:</p> <ul style="list-style-type: none"> • 1 instructor to 2 active climbers/systems (when belaying using a top-rope system) • 1 instructor to 5 students (when using a static or self-belay system) <p>Grades 10-12:</p> <ul style="list-style-type: none"> • 1 instructor to 3 active climbers/systems (when belaying using a top-rope system)

Climbing
Zipline/Tyrolean Traverse/Equivalent Portable Installation on School Site,

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>number of buddy belayers necessary in any non-ground anchored system.</p> <p>A body belay is not to be used.</p> <p>A belay system/technique that will not allow the climber to ground-fall in the event that the belayer becomes incapacitated must be used by student belayers.</p> <p>All participants must be attached to the zip/traverse line with 2 locking carabiners.</p> <p>A method of rescuing a tired/stuck climber must be available (e.g., ladder, scaffold, top-rope belay).</p> <p>Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	<ul style="list-style-type: none"> • 1 instructor to 6 students (when using a static or self-belay system) <p>In multiple activity situations, a qualified instructor must supervise the transfer to the carabiners from the top rope to the zip/traverse line.</p>

Cricket/Cricket Variations

e.g., Kanga Cricket/Cricket Wicket/Continuous Cricket

Physical Education Safety Guidelines

Curricular

The official game of cricket is not an appropriate activity at the Elementary Curricular Level (Grades K-8).

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Official Kanga Ball set or equipment modifications, for example:</p> <ul style="list-style-type: none"> • cosom plastic balls or soft balls • paddle bats • pylons for wicket 	<p>Appropriate clothing and footwear must be worn.</p> <p>No hanging jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Outdoor field must be free from debris and obstructions and provide good footing.</p> <p>Holes and severely uneven surfaces must be brought to the attention of the principal, and students must be made aware of them.</p> <p>For outdoor games, playing surface and surrounding area must be free of all obstacles (e.g., table, chairs, pianos) and provide good traction.</p>	<p>Skills must be taught in proper progression. Games must be based on skills taught.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect their participation (see Generic Section).</p> <p>Bouncers and bean balls must not be bowled.</p> <p>If outdoors, students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>Before involving students in an outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active <p>A designated area must be established for non-active players at a safe distance behind the batter.</p> <p>The bowler standing behind a designated line must underhand lob or roll the ball (primary/junior) at the batter's wicket.</p> <p>Straight-arm overhand throws could be used at the intermediate level. The wicket keeper must stand a safe distance behind a striker.</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>If outdoors, students must be informed of the importance of using sun protection and insect repellent.</p> <p>Adequate liquid replacement must be accessible when playing outdoors.</p>	On-site supervision.

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn (e.g., running shoes).	Determine that all facilities are safe for use.	Be aware of students whose medical conditions (e.g., asthma, anaphylaxis, cast, orthopaedic device) may affect participation (see Generic Section).	On-site supervision is required.
A working communication device (e.g., cell phone) must be accessible.	Studded cricket shoes must not be worn.	Playing surface must be a mat wicket.	Skills must be taught in proper progression. Games must be based on skills taught.	
Determine that all equipment is safe for use.	No jewellery.	Outdoor field must be free from debris and obstructions and provide good footing.	Bouncers and bean balls must not be bowled.	
Regulation cricket bats, stumps and balls.		Holes and severely uneven surfaces must be brought to the attention of the principal and students must be made aware of them.	Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).	
Approved cricket pads and gloves must be worn by batters and wicketkeeper.		For indoor cricket variations, playing surface and surrounding area must be free of all obstacles (e.g., table, chairs, piano) and provide good traction.	Before involving students in outdoor activity teachers must take into consideration: <ul style="list-style-type: none">• temperature• previous training• length of time students will be vigorously active Students must be informed of the importance of sun protection and insect repellent when playing outside.	
When facing fast bowling, batter must wear an approved cricket helmet.			A designated area must be established for non-active players at a safe distance behind the batter.	
A softer ball must be used for indoor cricket drills and games.			Adequate liquid replacement must be accessible when playing outdoors.	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Cross-Country Running/Orienteering

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be accessible. Determine that all equipment is safe for use.	No bare feet. Appropriate clothing and footwear must be worn (e.g., trail running shoes). No hanging jewellery.	Determine that all facilities are safe for use. Prior to initial use of cross-country route or orienteering course, teachers must do a safety check “walk through” in order to identify potential hazards. If the cross-country route or orienteering course is on grass and/or in a wooded area, teachers/instructors must do a safety check “walk through” after a substantial rainfall and/or windstorm, in order to identify potential hazards. Teachers must familiarize students with the route or course before initial attempt (e.g., notice of areas to approach with caution). If route is using sidewalks around school, determine that students are not crossing busy intersections unless directly supervised.	Parents must be notified when students will be running off the school property and where applicable, the means of transportation to get to the site. Parents and students must be informed of the importance of using sun protection and insect repellent (see Appendix A). Length and difficulty of route must be appropriate to the age and ability level of the participants (e.g., primary students must not be out of sight for long periods of time). Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]). A proper warm-up and cool-down must be included. Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section). Students must be instructed in basic road safety. Attention must be given to: <ul style="list-style-type: none">• temperature of the day• length of time in sun• previous training and length of preparation• climatic conditions• length of time students will be vigorously active Students are to run in pairs or groups (e.g., use the buddy system). Adequate liquid replacement must be accessible. No audio devices (e.g., MP3 players) may be used.	In-the-area supervision. Off-site orienteering ratios: Grades K-3 1:10 Grades 4-9 1:20 Grades 10-12 1:30

Also see *Generic Issues and Introduction to Activity Page Components Sections* to view complete safety requirements.

Cross-Country Skiing/Snow Shoeing/ Snow Skating

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Parent/Guardians must be informed of the following by letter: <ul style="list-style-type: none"> • activity taking place off school property • means of transportation • details of the activity • importance of wearing suitable clothing for activity and weather of the day • importance of sun protection Review with students: <ul style="list-style-type: none"> • selection of proper clothing for the activity and weather of the day • how to recognize and treat frostbite and hypothermia • importance of sun protection • safety precautions to take when working close to others with their sharp tip poles Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation.	In-the-area supervision is required for all sites. On-site supervision when skills are taught. Ratio: 1:6 ratio Grades K-3 1:12 ratio Grades 4-6 1:20 ratio Grades 7-9 1:30 ratio Grades 10-12
A working communication device (e.g., cell phone) must be accessible.	Clothing must be appropriate for outdoor activity.	Define specific routes to the students so they are aware of the boundaries for activity, whether using a commercial or non-commercial site.		
Determine that all equipment is safe for use.	For clothing, use layering principles and have a hat and mitts or gloves available for use.	When choosing a site, the following conditions must be taken into consideration: sun, wind, and snow conditions as well as suitability of terrain for student age and ability.		
Cross-Country Skiing skis, bindings, boots and poles must be in good repair and appropriate size for skier.	No hanging jewellery.	When selecting a non-commercial site the facility must include all of the following: <ul style="list-style-type: none"> • a level field with practice tracks • a long run-out at the bottom section of a larger hill • proximity to warmth, food, waxing and other facilities • well marked trails 		
Snow Shoeing frame and bindings must be in good repair.				Must be in place for day cross-country trips and snowshoeing at commercial sites.
Snow Skating snow skates must not be cracked.				There must be a designated supervisor (teacher, parent or responsible adult) capable of transporting an injured student to the hospital. This must not be the supervisor in charge of the trip.
Straps must be in good repair.				

Cross-Country Skiing/Snow Shoeing/ Snow Skating

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
See Appendix A “Parent Letter” regarding bringing equipment for use in class.		Emergency procedures must be established and communicated to the students.	<p>Skills must be taught in proper progression.</p> <p>Teach basic uphill and downhill manoeuvres on gentle slopes.</p> <p>Activities must be based on skills that are taught.</p> <p>Instruct students to check that boots are secure in bindings.</p> <p>Use a buddy system.</p> <p>When using outdoor facilities, teachers must take into consideration:</p> <ul style="list-style-type: none">• temperature and wind chill• length of time students will be vigorously active• adequate liquid replacement is accessible <p>Instruct participants to keep a safe distance from each other (e.g., 2-3m) to prevent interference/tripping one another.</p>	If dividing class into groups, duties of supervisors for each group must be clearly outlined.

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p>A first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Equipment rules mandated by the curling club must be followed.</p> <p>CSA approved helmets will be worn.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>Clothing and footwear must be appropriate for cold temperature activity.</p> <p>Curling shoes with a removable gripper on sliding shoe, or shoes with a removable slider, or the sliding shoe taped.</p> <p>No hanging jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Curling rink.</p> <p>Before curling on an outdoor surface (e.g., lake, pond), contact local authorities for information to determine with absolute certainty that the ice is thick enough to be safe.</p> <p>Curling surface must be free of obstacles and hazardous cracks.</p>	<p>Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught.</p> <p>Teach etiquette and safety rules before going to the curling rink.</p> <p>All curlers must observe the rules of etiquette.</p> <p>Off ice instruction, including safety rules, must precede on-ice instruction.</p> <p>Students must be instructed not to step over the curling rocks, but to walk around them.</p> <p>Students must be instructed that unless in the action of shooting, curling rocks should never be picked up off the ice.</p> <p>Establish a safe routine to clear rocks from the house.</p> <p>Parents must be informed when curling takes students off school property, and the means of transportation used.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic section).</p> <p>When using outdoor facilities, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature and wind chill • previous training • length of time students will be vigorously active • protection from UV rays using sunscreen • adequate liquid replacement is accessible <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., frostbite and hypothermia).</p>	On-site supervision

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Cycling takes place on paved surfaces (e.g., sidewalks, bike paths, roads).
If cycling also includes off road, consult Mountain Biking activity page as well.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be accessible. Determine that all equipment is safe for use. The following statements refer to student owned, borrowed or rented bicycles: <ul style="list-style-type: none">• equipment must conform to local bylaws• inspect bikes for working brakes and properly inflated tires• bicycle size must be appropriate for the rider	Appropriate clothing and footwear must be worn. Clothing must not encumber proper use of bicycle chain. Clothing must be adequate for outdoor activity. No open-toed shoes or sandals. No hanging jewellery.	Determine that all facilities are safe for use. Choose routes carefully and consider the road surface and length, steepness of slopes, frequency of traffic, complexity of intersections and railway crossings. Prior to initial use of route, teacher/supervisor must do a safety ride-through to verify safety and suitability. Provide students with map and/or clear directions.	Parents must be informed that cycling will take students off school property. Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic section). The rules of the Highway Traffic Act must be reviewed and followed. This includes group riding protocol. Excursions must be planned for daylight hours. Instruction must be given on the proper position of a bicycle helmet (i.e., brow of helmet is at eyebrow level). Students must demonstrate to the teacher/supervisor competency in stopping, changing gears, turning, signalling and passing before leaving school property. Emphasis must be placed on controlled riding. A record of students and the route must be left in the school with an appropriate person. Use any appropriate grouping system (e.g., the buddy system).	In-the-area supervision is required. 2 supervisors are required in all cycling situations. One supervisor stays at the back of the pack and one at the front. The ratio of supervisors to students is: Grades K-3 - 2:12 Grades 4-6 - 2:20 Grades 7-12 - 2:30 One supervisor must take responsibility for administering first aid to an injured student and must be present for the duration of the activity. This person's first aid training will be up to date.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p>Correctly fitting bicycle helmets approved by CSA.</p> <p>Supervisor to carry:</p> <ul style="list-style-type: none"> • bicycle tool kit • pump • signalling device (e.g., whistle) • first aid kit 			<p>Primary cycling must take place in a location away from all street traffic (e.g., parks, bicycle paths).</p> <p>No audio devices (e.g., CD players, MP3 players may be used).</p> <p>Students must be informed of the need for sun protection (appropriate clothing, sunglasses, and sun block) and insect repellent.</p> <p>Teacher/supervisor must be aware of weather forecast. Cycling must be cancelled in adverse conditions.</p> <p>Racing must not be done as an in-class activity.</p> <p>Attention must be given to the temperature of the day, length of time in the sun, previous training and length of preparation.</p> <p>Adequate liquid replacement must be accessible.</p> <p>Students must be aware of an emergency procedure in case of an accident (e.g., any sign of difficulty, dismount and walk bike until it is safe to resume riding).</p> <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>Instruct participants to keep a safe distance from each other (e.g., 2-3m) to prevent interference/tripping one another.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Dance/Rhythmic Activities

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression. Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect their participation (see Generic Section).	On-site supervision is required for rhythmic activities.
A working communication device (e.g., cell phone) must be accessible.	Bare feet permitted.	Playing surface and surrounding area (e.g., gym or large room) must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction.	Instruct students in safe use of equipment (e.g., ribbon sticks). Modify activity to the age and ability level of students (e.g., throws of equipment [ropes, ribbons, hoops, etc.]) are to be kept to a low height.	In-the-area supervision is required for dance.
Determine that all equipment is safe for use.	Gymnastic slippers or running shoes.			
Electrical equipment must be in good working order and a safe distance from activity.	No hanging jewellery.			
Rhythmic clubs should not be used at the Elementary level.				

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Use soft objects (e.g., foam balls, sponges, beach balls, elephant-skin balls, utility balls).</p> <p>No beanbags or hard flying discs (e.g., Frisbees).</p> <p>Equipment must not have hard or sharp edges.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Playing surface must be free of all obstacles (e.g., desks, chairs, pianos) and provide sufficient traction.</p> <p>Holes and severely uneven surfaces must be brought to the attention of the principal.</p> <p>All doors in and out of the playing area should be closed.</p> <p>There must be adequate space for all participants.</p> <p>Games that take place over large areas (e.g., Survival) require the teacher to set and communicate definite boundary lines.</p>	<p>Skills must be taught in proper progression. Games must be based on skills taught.</p> <p>Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect their participation (see Generic Section).</p> <p>Dodgeball Rules for contact with the ball must be in place (e.g., below the waist).</p> <p>Students who are targets must remain upright.</p> <p>Activities/rules must be modified based on the skill level, age and facilities/equipment available.</p> <p>Safe zones must be clearly delineated at a safe distance from walls, stages, obstacles.</p> <p>Tag Games In games where participants are permitted to block the player who is attempting the tag (e.g., triangle tag and train tag) the tagging player is not to make intentional contact to move the blockers out of the way or reach through the blockers to make the tag. But rather move around the blockers in order to make the tag.</p>	<p>Constant visual supervision is required for dodgeball games.</p> <p>On-site supervision is required for tag games.</p>

Dodgeball/Tag Games

Physical Education Safety Guidelines
Curricular

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
		<p>Teacher must do a safety check walk-through in order to identify and remove potential hazards.</p> <p>Immovable hazards (e.g., goalposts) must be identified to students and marked with pylons).</p>	<p>The blockers are not to intentionally make contact with the tagger with their bodies, arms or legs, but rather to move in front of the tagger, to block access, so the tagger has to go around the blocker.</p> <p>Clearly define areas of the body that can be tagged (e.g., arms, legs, back).</p> <p>Inform students that a tag is a touch, not a push, grab or punch.</p> <p>Games must be played at a speed that is appropriate for the activity/area chosen (e.g., walk briskly, rather than run, when playing tag games in areas with limited space, such as multi-purpose rooms).</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Regulation field hockey sticks.</p> <p>Sticks must be checked regularly for cracks.</p> <p>Use regulation field hockey ball or indoor soft ball.</p> <p>CSA approved hockey helmet with cage, and full goalie equipment including throat protector, must be worn by goaltender.</p> <p>Shin guards must be made available to all players.</p> <p>Use equipment suitable to age and ability of students (e.g., cosom sticks, soft ball).</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No rings, watches or hanging jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Playing surface must be checked regularly. It must be clear of debris and provide good footing.</p> <p>Holes and severely uneven surfaces must be brought to the attention of the principal, and students must be made aware of them.</p>	<p>Skills must be taught in proper progression.</p> <p>At no time can the stick be brought above waist level.</p> <p>Implement a soccer goal-size crease area for the protection of the goalie.</p> <p>No other player or player's stick is allowed in crease.</p> <p>Games must be based on skills that are taught.</p> <p>Adequate liquid replacement must be accessible. Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV rays (e.g., use of sunglasses, sunscreen) • insects (e.g., repellent) <p>Before involving students in the outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>Modify the skills and rules to meet the age and ability of students (e.g., no goalie).</p> <p>Be aware of student athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	<p>On-site supervision is required.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

This page applies to Aerobics, Circuit Training, Yoga, Pilates, etc. Using a variety of equipment (e.g., chinning bar, stability ball, slides, steps, tubing, medicine ball, balance board).

See Intramural Appendix F “Safety in Fitness Rooms”

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Use proper progression of activities: <ul style="list-style-type: none"> • warm up • muscle strength/endurance • peak work • cool down Where fitness activities constitute the main part of the lesson, a proper warm-up and cool-down must be provided.	On-site supervision is required. Any teacher who is unfamiliar with the use of fitness equipment and disciplines (e.g., Pilates and Yoga) must: <ul style="list-style-type: none"> • seek assistance from appropriate support personnel, and/or • refrain from teaching until help is received, and/or • acquire Canada Fitness Standard Certification or equivalent Note: Intramural/Club situations require teacher supervision.
A working communication device (e.g., cell phone) must be accessible.	No jewellery.	Playing surface and surrounding area must be free of all obstacles (e.g., tables and chairs) and provide sufficient traction.	Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect their participation.	
Determine that all equipment is safe for use.		To provide free flow of motion, allow adequate space between: <ul style="list-style-type: none"> • fitness activities and equipment • fitness equipment and walls and doors 	Limit activities on stages to those that are stationary (e.g., tubing, chinning bar, stretching).	
All fitness equipment must be appropriate in size and weight for the student.			Resistance training for the development of endurance can be done emphasizing high repetitions and/or low weights.	
Free weights are not to be used at the elementary level.			Where fitness equipment is being used, (e.g., treadmills, stationary bicycle, medicine ball, chinning bar, tubing) students must be instructed in and demonstrate competency in the proper use of the equipment before using it independently.	
Electrical equipment must be in good working order.		Fitness room must be locked when unsupervised.		

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p>Steps and/or slides must be equipped with non-slip tread.</p> <p>Tubing/elastic strips must be appropriate for fitness level of participant (e.g., proper tension and length).</p> <p>Place a utility mat directly below high apparatus (e.g., chinning bar, peg board).</p> <p>A process must be in place where equipment needing repair is identified and removed from use.</p>			<p>Stress correct body alignment for injury prevention.</p> <p>Permit 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).</p> <p>A process must be in place to regularly disinfect equipment. (Follow School Board Safe Work Procedures For Disinfectants.)</p> <p>There is to be a minimum of 2 students in the fitness room at any one time.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Floor Hockey/Gym Ringette

Also see Ball Hockey activity page

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression. Games must be based on skills that are taught.	On-site supervision.
A working communication device (e.g., cell phone) must be accessible.	No rings and watches.	Playing surface and area must be free of all obstacles (e.g., tables, chairs, pianos) and provide sufficient traction.	The following rules must be in place and enforced by penalties: <ul style="list-style-type: none"> • No body contact • No stick on body contact or stick on stick contact • Stick must remain below waist at all times • No slap shots • Implement a crease for protection of the goalie and no other player or player's stick is allowed in the crease Sticks must remain below waist at all times.	
Determine that all equipment is safe for use.	No hanging jewellery.	Floor plugs must be in place.	Penalties for stick infractions strictly enforced.	
A “felt” ring must be used for floor hockey and regulation rubber quoit for ringette.			No other player or player's stick allowed in crease.	
Only use: <ul style="list-style-type: none"> • regulation ringette sticks, and/or • commercially produced floor hockey sticks, and/or • wooden hockey stick shafts or broom type handle with protective covering on the ends (e.g., piece of sponge or carpet securely taped on) Sticks must be checked regularly for cracks and splinters.			Goalies must remain in crease area during play. Sticks must 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. Only active participants on the floor can have a stick.	
Goalies must wear protective mask (e.g., hockey helmet with cage, softball mask).			Be aware of athlete's whose medical condition (e.g., asthma, anaphalaxis, casts, orthopaedic device) may effect athlete's participation (see Generic Section).	
Goalies wear gloves appropriate to activity (e.g., ball glove).				

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	No blocking or tackling allowed. Activities/Rules must be modified to age and ability level of participants. Skills must be taught in proper progression.	On-site supervision is required.
A working communication device (e.g., cell phone) must be accessible.	No jewellery.	Playing area must be inspected regularly and free from debris and obstructions and well removed from traffic areas.	Games and activities must be based on skills that are taught. Rules of the game must be strictly enforced.	
Determine that all equipment is safe for use.		Holes and uneven surfaces must be reported to the principal and students must be made aware of them.	Flags are not to be tucked under belt.	
Use footballs appropriate to the size and ability of group (e.g., smaller football or foam ball).		The playing surface must provide suitable footing and proper traction.	Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	
Goalposts should be padded if in field of play. Padding should be 1.8m (6ft) high.		Perimeter of field must be marked (e.g., collapsible flags or soft pylons).		

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Football (Tackle)

Physical Education Safety Guidelines
Curricular

Football (Tackle) is not an appropriate activity at the Elementary or Secondary Curricular Level.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use (e.g., grips must be checked regularly and repaired as needed).</p> <p>Plastic whiffle or foam golf balls should be used on school property (except for putting).</p> <p>Regulation golf balls should not be used on school property except for putting.</p> <p>Clubs of appropriate length.</p> <p>Fully equipped golf bags must be appropriate in size and weight for students.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No hanging jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Adequate space must be provided for full backswing and follow-through.</p> <p>Gym (putting only).</p> <p>School property.</p> <p>Golf domes.</p> <p>Putting course.</p> <p>Driving range.</p> <p>Par 3 Golf Course.</p> <p>Regardless of facility, the hitting area must be well marked and controlled.</p>	<p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>When going to a facility off-school property, parents/guardians must be made aware of the means of transportation used.</p> <p>Students must receive instruction on proper golf etiquette and safety. This must include:</p> <ul style="list-style-type: none"> • a safe location to stand when someone is hitting • how to enter another fairway safely • when it is safe to hit when the group ahead is on the same hole <p>Skills must be taught in proper progression. Establish a safe routine for hitting and retrieving golf balls at a driving range and on school property.</p> <p>All rules of play pertaining to the driving range and/or mini-putt must be followed.</p> <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active <p>Parents and students must be informed of the importance of using sun protection and insect repellent (see Appendix A).</p>	<p>On-site supervision for initial instruction and practice inside a facility.</p> <p>In-the-area supervision is required following initial instruction.</p> <p>When playing on a golf course, supervision ratio is 1 supervisor to 3 students.</p> <p>Each supervisor must accompany 3 students on the course.</p>

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
Golf cages must be in good repair and securely attached to surface.			<p>Students must be instructed in procedures to follow in extreme weather condition (e.g., lightning [see Lightning Appendix]).</p> <p>During instruction, or while waiting to practice hitting or swinging, non-active players' clubs must remain on the ground or in their bag.</p> <p>Students must have an opportunity to develop skills before playing on a golf course.</p> <p>Adequate liquid replacement must be accessible.</p> <p>Students must be instructed in procedures to follow in extreme weather condition (e.g., lightning [see Lightning Appendix]).</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Gymnastics **General Procedures**

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Mats: Mats must be placed on all designated landing areas under and around equipment without overlaps or gaps.</p> <p>Regularly check mats for wear and tears.</p> <p>General utility mats to use for floor work, tumbling and landing on feet from a controlled height (student's height at shoulder is maximum jumping height):</p> <ul style="list-style-type: none"> • cross-link foam 5cm (2") • open cell foam 5cm (2") • polyurethane 5cm (2") • dual density 5cm (2") 	<p>Appropriate clothing and footwear must be worn.</p> <p>Bare feet, running shoes or gymnastic slippers.</p> <p>No sock feet.</p> <p>Suitable gym clothing so that student can move unrestricted on mats.</p> <p>No jewellery.</p> <p>Tie back long hair and remove hair clips.</p> <p>Secure or remove eyeglasses.</p>	<p>Determine that all facilities are safe for use.</p> <p>Floor plan must allow enough space around each piece of apparatus for safe movement.</p> <p>Allow for landings at safe distances away from walls and other equipment.</p> <p>Perimeter of gym must be free from excess equipment (e.g., tables and chairs).</p>	<p>Teachers must be aware of the physical limitations of students (e.g., epilepsy, weak wrists, etc.).</p> <p>Teachers must create an atmosphere of discipline and control.</p> <p>All skills must be taught in a proper progression, from simple to complex. Observe that students demonstrate control of basic movement before moving to more complicated skills (e.g., rotations on mats before performing on apparatus, and perform landings before working on elevated equipment).</p> <p>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.</p> <p>It is advisable that any teacher who is unfamiliar with any gymnastics apparatus, gymnastic skill progressions or spotting techniques, seek assistance from appropriate support staff, and/or refrains from using the equipment until help is received.</p>	<p>All elevated inversions require constant visual supervision.</p> <p>Spotting: Spotting is initially the role of the teacher, and then may progress to students who have been trained by the teacher.</p> <p>Responsibilities vary with the age, strength and experience of the student.</p> <p>Grades K-3 students are involved in non-contact spotting only (e.g., keeping approach and landing areas clear).</p> <p>Grades 4-6 students are involved in non-contact spotting as above, as well as giving verbal cues and checking placement of mats and stability of equipment.</p>

Gymnastics

General Procedures

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<ul style="list-style-type: none"> mats of equivalent compaction rating as determined by manufacturer <p>Landing surfaces used for elevated inverted skills must be:</p> <ul style="list-style-type: none"> 31cm – 61cm (12" – 24") thick solid or cross-linked foam pit or equivalent. <p>The above landing surfaces must not be used as landing surfaces for vaulting or for controlled landings (e.g., landing on feet) off any piece of equipment.</p>			<p>Students must not be forced to perform skills beyond their abilities.</p> <p>Mat work must precede apparatus. Apparatus must be introduced one piece at a time, working towards the development of a circuit.</p> <p>Landing mat must be properly placed for landings and precautions must be taken to minimize movement of mat on impact.</p> <p>Every lesson must be preceded by a warm-up.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	<p>Grades 4-6 students can also perform the following contact spotting roles:</p> <ul style="list-style-type: none"> help peers maintain a non-inverted static balance on benches/ boxes/mats <p>Grades 7-12 students can do all of the above spotting, plus:</p> <ul style="list-style-type: none"> help peers maintain balance on mats and simple vaults on hip-high horses

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Gymnastics

Above-ground Trampoline

Above-ground trampolines are not an appropriate piece of equipment at the Elementary Curricular level (Grades K-8).

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Trampoline must be inspected on a regular basis and repaired as necessary.	Closely fitting gym clothing allowing unrestricted movement.	Floor plan must include enough space around apparatus for safe use (i.e., minimum 1m along sides and 2m at ends [unless there are end decks]).	Students must be instructed on safety related to the trampoline. Only one student on the trampoline at a time.	Constant visual supervision is required during initial instruction.
Trampoline must be properly set up and checked by the instructor prior to use.	Gymnastic slippers or sock feet.	Minimum ceiling height 7m (24').	Students landing outside the safety zone on the bed of the trampoline must stop bouncing and return to the centre of the trampoline.	On-site supervision is required following initial instruction.
Frame padding must be secure and cover frame and springs/shock cords.	Bare feet allowed on solid bed only. Tie back long hair.		Students must understand the term spotting. Skills must be taught in the proper progression.	Trained student/teacher spotters must be located around the trampoline when it is being used.
A safety zone minimum of 30cm from sides and 60cm from ends must be marked on the trampoline bed.	Secure or remove eyeglasses.		Students must master the “STOP BOUNCE” before attempting any skills. STRESS CONTROL BEFORE HEIGHT.	Minimum one spotter per side.
Keep area under trampoline clear of all equipment (e.g., trampoline wheels).	No hanging jewellery.		Students must be discouraged from attempting moves other than those allowed by the teacher. Knee drops must be avoided.	Trampoline to be set up and taken down by trained students under constant visual supervision by the teacher.

Gymnastics

Beatboard

Physical Education Safety Guidelines Curricular

See Gymnastics - General Procedures

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be accessible. Determine that all equipment is safe for use. General utility mats or a landing mat (minimum 10 cm [4"] thick) must be placed to designate landing area (see <i>Gymnastics -General Procedures</i> for mat specifications). Beatboards must have carpeted or non-skid top and non-skid feet. No springboards.	Appropriate clothing and footwear must be worn (e.g., bare feet, running shoes or gymnastics slippers). No sock feet. Suitable gym clothing so that student can move unrestricted on equipment. No jewellery. Tie back long hair and remove hair clips. Secure or remove eyeglasses.	Determine that all facilities are safe for use. Set up landing areas at safe distances away from walls and other equipment. Floor plan must allow enough space around each piece of apparatus for safe movement. Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction.	Skills must be taught in proper progression. Activities/routines must be based on skills that are taught. Introduce beatboard activities in a developmental sequence (e.g., take-offs and landings from beatboards to mat before beatboards to box horses). Combination of beatboard and box horse/utility box at grades 4-12 only. Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic devices) may affect participation (see Generic Section).	On-site supervision.

Also see *Generic Issues and Introduction to Activity Page Components Sections* to view complete safety requirements.

Gymnastics **Bench and Chair Activities**

Jumping and landing skills can effectively be taught from chairs and benches before using larger equipment.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Stacking chairs must not have cracks or chipped corners. The seat and back must be secured to the supports.</p> <p>No folding chairs.</p> <p>Benches must not have cracks, chipped corners or splinters on the top surface.</p> <p>Bench tops must be secured to all supports.</p> <p>Utility mats must be used to designate landing areas when using an inverted bench supported on two chairs.</p> <ul style="list-style-type: none"> • cross-link foam 5cm (2") • open-cell foam 5cm (2") • polyurethane 5cm (2") • dual-density 5cm (2") • mats of equivalent compaction rating as determined by manufacturer 	<p>Appropriate clothing and footwear must be worn (e.g., bare feet, running shoes or gymnastic slippers).</p> <p>No sock feet.</p> <p>Suitable gym clothing so that student can move unrestricted on mats.</p> <p>No jewellery.</p> <p>Tie back long hair and remove hair clips.</p> <p>Secure eyeglasses or remove them.</p>	<p>Determine that all facilities are safe for use.</p> <p>Determine that there is enough space around chairs/benches for safe movement.</p> <p>Allow for landings at safe distances away from walls and other equipment.</p> <p>Playing surface and surrounding area must be free of all obstacles (e.g., tables) and provide sufficient traction.</p>	<p>All skills must be taught in a proper progression from simple to complex.</p> <p>Games/activities must be based on skills that are taught.</p> <p>Observe that a student demonstrates control of basic movement before moving to more complicated skills (e.g., forward jumping with turns).</p> <p>Teach simple forward jumps and bent-knee landings first, before introducing aerial shapes and rotations.</p> <p>Instruct student to jump up from a chair/bench and land close by, so that the chair/bench does not move.</p> <p>Instruct student never to jump from seat over back of chair.</p> <p>When supporting an inverted bench on two chair seats, be sure bench ends are well anchored on and through, chair seats.</p> <p>Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	<p>On-site supervision.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Gymnastics

Box Horse/ Utility Box

Physical Education Safety Guidelines
Curricular

See Gymnastics - General Procedures

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be accessible. Determine that all equipment is safe for use. The beat board should not be used with the box horse at the primary level. General utility mats or hard-side/soft-side landing mat (minimum 10cm [4"] thick) hard-side up, must be placed to designate landing area. NO gap between box horse and landing surface (see Gymnastics – General Procedures for mat specifications). Check box horse/utility box for stability (e.g., does not slide on floor, does not come apart).	Appropriate clothing and footwear must be worn (e.g., bare feet, running shoes or gymnastic slippers). No sock feet. Suitable gym clothing so that student can move unrestricted on equipment. No jewellery. Tie back long hair and remove hair clips. Secure or remove eyeglasses.	Determine that all facilities are safe for use. Allow for landings at safe distances away from walls and other equipment. Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction.	Skills must be taught in proper progression. Activities must be based on skills that are taught. No aerial somersaults, neck springs, head springs, or hand springs. The 30cm–60cm (12"- 24") landing mat must not be used for landings off the box horse. Set up box horse at suitable height for students (e.g., below shoulder height) and appropriate to activity. The following are appropriate box horse activities at the elementary level: static balances, landings and basic vaulting progressions. No jumping from box horse if height of box horse is above student's shoulder height. See <i>Gymnastics – General Procedures</i> for guidelines related to students spotting. Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic devices) may affect their participation (see Generic Section).	On-site supervision.

Also see *Generic Issues and Introduction to Activity Page Components Sections* to view complete safety requirements.

Climber: Self-standing trestles. Wall climber that is attached to and pulls out from the wall.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Check clamps and feet of trestles, wall lever, and floor pins of wall climber to determine that climber is secure.</p> <p>Do a daily visual check.</p> <p>General utility mats must be placed on all landing areas (see Gymnastics – General Procedures for mat specifications).</p> <p>Mats must not have gaps or overlap.</p> <p>Trestle rungs must be appropriate distance apart for age and ability of students (e.g., do not have small students climbing on rungs that are far apart).</p>	<p>Appropriate clothing and footwear must be worn. (e.g., bare feet, running shoes or gymnastics slippers).</p> <p>Suitable gym clothing that enables students to feel the climber rungs at the elbows and knees (e.g., shorts, t-shirts, tops of lightweight material).</p> <p>No tights or jeans.</p> <p>No jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Set up landing areas at safe distances away from walls and other equipment.</p> <p>Floor plan must allow enough space around each piece of apparatus for safe movement.</p> <p>Store trestle equipment securely when not in use.</p> <p>Playing surface and surrounding area must be free of all obstacles (e.g., tables, chair, etc.) and provide sufficient traction.</p>	<p>Students must be informed of designated landing areas.</p> <p>Skills must be taught in proper progression (e.g., hanging activities from one rung before hanging and traveling along rungs with hands).</p> <p>Activities/Routines must be based on skills that are taught. Organize students on the climber so that there is no overcrowding.</p> <p>Adjust equipment so it is appropriate to the height of the students and the activity being performed.</p> <p>Where a horizontal ladder or bars are at chest height or lower, student may climb on top. When horizontal ladder or bar(s) are at stretch height, only hanging and traveling below are permitted.</p> <p>(Stretch height is the height from the toes to extended fingers held over head of most children.)</p> <p>Traveling on top bars at or above stretch height of stretch height bars is not permitted.</p> <p>Students must not jump from anything higher than their own shoulder height onto designated landing mat.</p> <p>Horizontal ladders and bars of trestles must not be approached from the side, as trestles could slide sideways.</p> <p>Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect their participation (see Generic Section).</p>	<p>Constant visual supervision for initial instructions on trestles, followed by on-site supervision.</p> <p>Equipment setup and adjustment must be done with teacher direction and supervision.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Gymnastics

Climbing Ropes

Gymnastics Ropes: Ropes suspended from a gymnastics climber or from a ceiling track (Grades 1-8).

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>General utility mats must be placed on all landing areas (see Gymnastics – General Procedures for mat specifications).</p> <p>Mats must not have gaps or overlap.</p> <p>Regularly check ropes for fraying. If ropes are severely frayed, do not use (e.g., students get slivers).</p> <p>Stable platform to initiate a swing (e.g., utility box).</p> <p>If ropes are used for swinging, mats must cover floor surface below path of rope.</p>	<p>Appropriate clothing and footwear must be worn (e.g., bare feet, running shoes or gymnastic slippers).</p> <p>No sock feet.</p> <p>Suitable gym clothing must be worn so that student can move unrestricted on equipment.</p> <p>No jewellery.</p> <p>Tie back long hair and remove hair clips.</p> <p>Secure or remove eyeglasses.</p>	<p>Determine that all facilities are safe for use.</p> <p>Allow for landings at safe distances away from walls and other equipment.</p> <p>Playing surface and surrounding area must be free of obstacles (e.g., tables, chairs) and provide sufficient traction. This includes room to swing back and forth.</p>	<p>Skills must be taught in proper progression.</p> <p>Introduce rope activities in a developmental sequence (e.g., hanging in a variety of shapes before climbing hand-over-hand).</p> <p>Activities must be based on skills that are taught.</p> <p>Swinging activities must be conducted in a controlled manner (e.g., specify a designated start and finish point).</p> <p>Stress control before height. Teachers must designate a maximum climbing height (e.g., 4m [13']).</p> <p>No inversions. Hips must never be above level of head.</p> <p>No releasing ropes or jumping from heights any higher than student's shoulder height.</p> <p>See <i>Gymnastics – General Procedures</i> for guidelines related to students spotting.</p> <p>Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic devices) may affect participation (see Generic Section).</p>	<p>On-site supervision.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Above-ground trampolines are ***not appropriate*** at the Elementary Curricular Level.
 In-ground trampoline: where the trampoline is level with the floor.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn (e.g., bare feet, running shoes or gymnastic slippers).	Determine that all facilities are safe for use.	Where the activity takes students off school property, parents/guardians must be aware of means of transportation used.	<u>General Supervision</u> Constant visual supervision is required during introductory lesson and initial instruction of additional skills.
A working communication device (e.g., cell phone) must be accessible.	No sock feet.	Floor plan must provide a minimum space of 1m (3.3') along sides of trampoline and 2m (6'6") at ends of trampoline. All space between ends and sides of trampolines must be padded.	An introductory lesson must be an integral part of the program for all students.	
Determine that all equipment is safe for use. Trampoline must be inspected on a regular basis and repaired as necessary.	Suitable gym clothing so that student can move unrestricted on equipment.	Minimum ceiling height 7m (23').	Students must be instructed on safety related to the trampoline.	Teacher must accompany students and remain on site.
Trampoline must be properly installed and checked by the instructor prior to each use.	No jewellery.	Where a trampoline is within 1m of sidewall or structural support post and/or 2m from end wall, protective matting must be on wall/post to a minimum height of 5m (16.5').	If a student lands outside of the safety zone on the bed, he/she must stop bouncing and return to the centre of the trampoline.	On-site supervision is required following introductory lesson.
Frame padding is secure and covers frame and springs/shock cords.	Tie back long hair and remove hair clips.		Where there are end-to-end trampolines, students are not to jump from one trampoline to the other.	<i>Instructor Qualifications</i> Minimum Level 1 NCCP Trampoline Technical
Mat thicknesses: <ul style="list-style-type: none"> • cross-link foam 5cm (2") • open-cell foam 5cm (2") • polyurethane 5cm (2") • dual-density 5cm (2") 	Secure or remove eyeglasses.		Skills must be taught in the proper progression.	<i>Ratios:</i> <u>Initial Instruction</u> (Initial instruction refers to a student's first attempt on the equipment): 1:1 (instructor to student)
			Activities/routines must be based on skills that are taught.	

Gymnastics

In-ground Trampoline

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<ul style="list-style-type: none"> mats of equivalent compaction rating as determined by manufacturer <p>Determine that end deck mats are in proper place.</p> <p>A safety zone minimum of 30cm (1') from sides and 60cm (2') from ends must be marked on the trampoline bed.</p> <p>Keep area under trampoline clear of all equipment.</p> <p>No equipment on trampoline (e.g., balls, beanbags).</p>			<p>Students must master the “STOP BOUNCE” before attempting any skills.</p> <p>STRESS CONTROL BEFORE HEIGHT.</p> <p>The following rules must be implemented:</p> <ul style="list-style-type: none"> • walk on, walk off • bounce in the middle rectangular area • always bounce on two feet; never one foot • no knee drops • no inversions (e.g., hips must be below head level at all times) <p>Students must be discouraged from attempting moves other than those allowed by the teacher/instructor.</p> <p>A student must not be asked to do a task he/she feels unprepared to attempt.</p> <p>Be aware of students whose medical conditions (e.g., asthma, anaphylaxis, casts, orthopaedic devices) may affect their participation (see Generic Section).</p>	<u>After Initial Instruction</u> (Students on trampoline or in trampoline area): K-3 – 1:6 Grades 4-6 – 1:12 Grades 7-12 – 1:15

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

See Gymnastics - General Procedures

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>MATS: Mats must be placed on all designated landing areas under and around equipment without overlaps or gaps.</p> <p>Regularly check mats for wear and tears.</p> <p>General utility mats to be used for floor work, tumbling and landing on feet from a controlled height (student's height at shoulder is maximum jumping height):</p> <ul style="list-style-type: none"> • cross-link foam 5cm (2") • open-cell foam 5cm (2") • polyurethane 5cm (2") • dual-density 5cm (2") • mats of equivalent compaction rating as determined by manufacturer 	<p>Appropriate clothing and footwear must be worn (e.g., bare feet, running shoes or gymnastic slippers).</p> <p>No sock feet.</p> <p>Suitable gym clothing so that student can move unrestricted on mats.</p> <p>No jewellery.</p> <p>Tie back long hair and remove hair clips.</p> <p>Secure or remove eyeglasses.</p>	<p>Determine that all facilities are safe for use.</p> <p>Floor plan must allow enough space around each piece of apparatus for safe movement.</p> <p>Allow for movement landings at safe distances away from walls and other equipment.</p> <p>Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction.</p>	<p>Skills must be taught in proper progression.</p> <p>Activities/routines must be based on skills that are taught.</p> <p>Students must be instructed not to attempt:</p> <ul style="list-style-type: none"> • aerial somersaults • extended dive rolls (e.g., dive rolls for distance, diving over bodies) • front handsprings • back handsprings • back head rolls • headstands <p>Mat work must precede apparatus.</p> <p>Mats must be placed on floor soft-side up.</p> <p>When mats are place end-to-end, they must be securely fastened on Velcro strips.</p> <p>Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect their participation (see Generic Section).</p>	<p>Mat work requires on-site supervision.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Gymnastics

Mini-Tramp

Physical Education Safety Guidelines Curricular

See Gymnastics - General Procedures

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be readily accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Frame and springs/shock cords must be covered by secure protective padding.</p> <p>General utility mats or hard-side/soft-side landing mat (minimum 10cm [4"] thick) hard-side up to be used for landings.</p> <p>No gap between mini-tramp and landing surface (see Gymnastics - General Procedures for mat specifications).</p> <p>Mini-tramps must conform to current gymnastics regulations.</p>	<p>Appropriate clothing and footwear must be worn (e.g., bare feet, running shoes or gymnastic slippers).</p> <p>No sock feet.</p> <p>Suitable gym clothing so that student can move unrestricted on equipment.</p> <p>No jewellery.</p> <p>Tie back long hair and remove hair clips.</p> <p>Secure or remove eyeglasses.</p>	<p>Determine that all facilities are safe for use.</p> <p>Allow for landings at safe distances away from walls and other equipment.</p> <p>Determine that floor plan allows enough space around apparatus for safety of movement.</p> <p>Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and provide safe traction.</p>	<p>Skills must be taught in proper progression.</p> <p>Activities/routines must be based on skills that are taught.</p> <p>No inversions (e.g., dive rolls, somersaults from mini-tramp) unless a 30-60cm. landing mat is in place.</p> <p>Introduce angled bed when student becomes proficient with flat bed activities.</p> <p>Mini-tramp must not be used as a take-off to mount or vault other equipment.</p> <p>See <i>Gymnastics – General Procedures</i> for guidelines related to students spotting.</p> <p>Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic devices) may affect participation (see Generic Section).</p>	<p>Constant visual supervision at the elementary level.</p> <p>At the secondary level, constant visual supervision is required during initial instruction followed by on-site supervision.</p> <p>Spotters must be in place around mini-tramp for flat bed activities.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Gymnastics

Parallel Bars/Still Rings/Balance Beam

Uneven Parallel Bars/Vault Table

High Bar/Pommel Horse/Ropes/Floor (Secondary only)

See Gymnastics - General Procedures

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Parallel Bars/Still Rings/Balance Beams/Uneven Parallel Bars/Vault Table or Stacked Mats: must be suitable in height for student's size and skill level.</p> <p>Equipment height must be appropriate for students (e.g., beams at shoulder height maximum, hanging activities at stretch height maximum, support activities on top of bars at shoulder height).</p> <p>Equipment must be inspected and tested on a regular basis and repaired as required.</p> <p>Determine that all locking mechanisms are checked prior to use.</p> <p>General utility mats must be placed to designate landing area (see <i>Gymnastics – General Procedure</i> for mat specifications).</p> <p>Mats must be situated around/under apparatus as a landing area.</p> <p>Mats must not overlap or have open spaces.</p>	<p>Appropriate clothing and footwear must be worn (e.g., bare feet, running shoes or gymnastic slippers).</p> <p>No sock feet.</p> <p>Suitable gym clothing so that student can move unrestricted on equipment.</p> <p>No jewellery.</p> <p>Tie back long hair and remove hair clips.</p> <p>Secure or remove eyeglasses.</p>	<p>Determine that all facilities are safe for use.</p> <p>Equipment must be properly secured to floor/ceiling/walls.</p> <p>Determine that there is sufficient space between each apparatus to allow free movement on the apparatus and also sufficient space for dismount.</p> <p>Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction.</p>	<p>Students must be instructed on safety related to gymnastics and all associated apparatus prior to using any equipment.</p> <p>No inversions unless instructed by teacher after student has demonstrated lead-up progression.</p> <p>No inversions unless a 30cm–60cm (12"–24") landing mat is in place.</p> <p>Skills must be taught in proper progression.</p> <p>Games/routines must be based on skills that are taught.</p> <p>See <i>Gymnastics – General Procedures</i> for guidelines related to students spotting.</p>	<p>On-site supervision is required.</p> <p>Constant visual supervision is required when students are attempting difficult moves for the first time on an apparatus.</p> <p>Students must be trained to spot each other appropriately for low-level skills.</p> <p>Students must not act as spotters for high-level skills.</p> <p>Constant visual supervision is required for flatback vaulting to mats of vault table.</p>

Gymnastics

Parallel Bars/Still Rings/Balance Beam

Uneven Parallel Bars/Vault Table

High Bar/Pommel Horse/Ropes/Floor (Secondary only)

Physical Education Safety Guidelines

Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Velcro mats must be attached.</p> <p>General utility mats to be used:</p> <ul style="list-style-type: none">• cross-link foam 5cm (2")• open-cell foam 5cm (2")• polyurethane 5cm (2")• dual-density 5cm (2")• mats of equivalent compaction rating as determined by manufacturer <p>Landing surfaces to be used for elevated inverted skills: 30cm–60cm (12"–24") landing mats of solid or cross-linked foam or equivalent. These must not be used as a landing surface or for controlled landing (e.g., landing on feet) off any piece of equipment. For handspring to flatback vaulting, mats must be stacked, roped together to a minimum height of 105cm (42") and a maximum of 125cm (50") using 5cm increments. The top mat must be hard-side up.</p> <p>Landing surfaces for feet first landing (e.g., vaulting, dismounts from a height): Hardside/softside landing mat minimum 12cm (5") with hard-side up must be in place for each apparatus.</p> <p>Mats must be situated around/under apparatus as a landing area such that there is no overlap or open spaces.</p> <p>No springboards. No beat-boards or mini-tramps in combination with uneven parallel bars, balance beam, etc. at the primary/junior level.</p>			<p>Be aware of students whose medical conditions (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	<p>A teacher/supervisor who is providing instruction and is unfamiliar with vault table or flat-back vaulting to stacked mats (e.g., no recent experience) must seek assistance from appropriate support staff and/or refrain from using equipment until instructional support is received.</p> <p>Inversions require constant visual supervision (including handspring flatback vaults to stacked mats, or, a vaulting table plus stacked mats).</p> <p>Constant visual supervision is required for initial teaching on still rings. After initial instruction, and provided no inversions, on-site supervision is required.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

See Gymnastics - General Procedures

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be accessible. Determine that all equipment is safe for use. Regularly check mats for wear and tears. General utility mats to be used for floor work, tumbling and landing on feet from a controlled height (student's height at shoulder is maximum jumping height): <ul style="list-style-type: none">• trocelen (cross-link foam) 5cm (2")• open-cell foam 5cm (2")• polyurethane 5cm (2")• dual-density 5cm (2")• mats of equivalent compaction rating as determined by manufacturer Mats must be under pyramid and extend a minimum of 2m (6'6") in all directions.	Appropriate clothing and footwear must be worn (e.g., bare feet, running shoes or gymnastic slippers). No sock feet. Suitable gym clothing so that student can move unrestricted on mats. No jewellery. Tie back long hair and remove hair clips. Secure or remove eyeglasses.	Determine that all facilities are safe for use. Pyramids must be a safe distance away from walls. Do not build pyramids near entrances or exits. Do not build pyramids on or near stages. Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction.	Standing pyramids must not be done at the elementary level (Grades K-8). Pyramid building skills must be taught in proper progression. Instruction must include how to assemble and how to disassemble. Games/pyramids must be based on skills that are taught. Weight and size of participant determines placement in pyramid (e.g., larger students are part of the base). Pyramid building must be the only activity in the space. Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic devices) may affect their participation (see Generic Section). Set maximum number of participants and maximum height depending on size, age and skill of participants.	Constant visual supervision during instruction and first attempt. On-site supervision thereafter. Constant visual supervision for standing pyramids.

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression.	On-site supervision during instruction of skills.
A working communication device (e.g., cell phone) must be accessible.	No jewellery.	Court boundary lines must be clearly defined.	Games/activities must be based on skills taught.	In-the-area supervision after skills have been taught.
Determine that all equipment is safe for use.		Playing surface and surrounding areas must be free of all obstacles.	When teaching skills and playing, there must be adequate spacing for each player to make an uninterrupted swing.	
When playing on an enclosed regulation court, protective eyewear must be worn.		Playing surface must provide sufficient traction.	Students must be taught the code of etiquette for court play.	
Students wearing eyeglasses must also wear appropriate eye protection (e.g., shatterproof lenses).			No more than two players to a playing area, unless proficiency has been reached at that level.	
Balls must be appropriate for the ability of the students.			Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Hockey (Ice)/Lead up Games (e.g., shinny)

Hockey (Ice) is not an appropriate activity at the Grades K-8 Curricular Level.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Sticks:</p> <ul style="list-style-type: none"> • regulation hockey sticks • butt end must be covered with tape or a commercially made butt end • checked for cracks and splinters <p><u>Shinny-Lead up games</u></p> <p>Activity where there is no goalie and the puck (e.g., plastic/foam ball, plastic or soft rubber puck or regulation puck) is not to leave the ice surface at any time.</p> <p>Players must wear CSA-approved hockey helmet with cage, throat protector, gloves, elbow pad.</p> <p><u>Ice Hockey game</u></p> <p>Activity using a goalie, a regulation puck where the puck will be leaving ice surface (e.g., lifting) full hockey equipment is required.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>Properly-fitting ice hockey skates.</p> <p>No jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Ice surface must be free from debris and deep ruts.</p> <p>Break away net mandatory.</p> <p>Before hockey on an outdoor ice surface (e.g., lake, pond) contact local authorities for information to determine, with absolute certainty, that the ice is thick enough to be safe for activity.</p> <p>School made pond hockey nets should be regulation size.</p>	<p>Parents must be aware of any off site activity and the mode of transportation.</p> <p>Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught.</p> <p>No slap shots.</p> <p>Shinny: No body contact, stick on body contact or stick on stick contact.</p> <p>Ice Hockey: No body contact or stick on body contact.</p> <p>The teacher must modify the game to suit equipment available and ability of students.</p> <p>All rules must be clearly outlined and enforced.</p>	<p>On-site supervision is required.</p>

Hockey (Ice)/Lead up Games

(e.g., shinny)

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Goalies must wear:</p> <ul style="list-style-type: none"> • CSA approved hockey helmet with full face mask • throat protector • catcher, blocker, leg pads • chest and arm protector • cup and pelvic protector <p>Players must wear:</p> <ul style="list-style-type: none"> • CSA approved hockey helmet with full face mask. • throat protector • shins pads – cracked shin pads must be replaced immediately • pants, shoulder pads, elbow pads, gloves • cup and pelvic protector 			<p>When using outdoor facilities teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature and wind chill • previous training • length of time students will be vigorously active • protection from UV rays using sunscreen adequate liquid replacement is accessible <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., frostbite and hypothermia).</p> <p>Be aware of students whose medical conditions (e.g., asthma, anaphylaxis, cast, orthopaedic device) may affect participation (see Generic Section).</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Horseback Riding **English/ Western/ Therapeutic**

Trail-Riding: Grades 7-12 Students Only

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate riding attire (e.g., boots with heels, loose or stretch pants).	Determine that all facilities are safe for use.	Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section). Parents/guardians must be informed by letter of their child's involvement in horseback riding, the means of transportation used to get to the site, and be made aware of the importance of suitable clothing and equipment.	<u>Supervision</u> Teacher must be on the site.
A working communication device (e.g., cell phone) must be accessible for all activities/locations.	Only properly fitted riding helmets with chinstraps approved by BSI, ASTM or SEI.	Riding stable must be a member of the Association of Riding Establishments.	Instructors must be informed of all students who have medical conditions that present a risk.	On-site supervision by a qualified instructor for initial instruction purposes.
Determine that all equipment is safe for use.	No hanging jewellery.	Riding areas (indoor or outdoor) must provide adequate space and good footing and are free of potential hazards, (e.g., broken gates, roadways).	Students must be instructed on safe handling and riding techniques.	In-the-area supervision by a qualified instructor after initial instruction and when out on trails.
On trail rides, a first aid kit must be carried by one of the guides for each group.	<u>Trail Riding</u> Appropriate footwear (e.g., minimum half-inch heel, maximum two-inch heel, no platform soles).	An enclosed area for initial instruction.	Students must follow the established rules regarding riding areas, treatment of horses, allowable activities, etc.	<u>Riding Instructor Qualifications</u> Instructor must be First Aid & CPR certified.
Use of horses suitable for beginner riders.	For additional clothing/footwear related to therapeutic riding, see CanTRA Risk Management Standards. Visit: http://www.cantra.ca	For additional safety guidelines related to therapeutic riding, see CanTRA Risk Management Standards. Visit: http://www.cantra.ca	Discuss implementation of Emergency Action Plan with facility staff.	<u>Western:</u> Current Canadian Equine Western Rider Preparation Program Certification or Prince Edward Island Equestrian Instructor Program Certificate or equivalent.
Use of appropriate, safe tack, properly fitted to the mounts being used.				
Tack (girth, stirrups) adjusted for each rider and checked by the instructor.				
Safety stirrups for all saddles.				

Horseback Riding

English/ Western/ Therapeutic

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Guides on Trail Rides need:</p> <ul style="list-style-type: none"> • communication system for all trail rides (e.g., walkie-talkie, working cell phone) • whistle • lead rope • sharp knife • hoof pick • leather strips to repair tack <p>For additional safety equipment related to therapeutic riding, see CanTRA Risk Management Standards. Visit: http://www.cantra.ca</p>			<p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lighting Appendix]).</p> <p>Until a rider is able to demonstrate to a qualified riding instructor how to stop, turn and ride in a balanced and controlled manner, he/she is not allowed to ride on the trails.</p> <p>Beginners are to be supervised by a knowledgeable employee of the facility during the pre-mount handling and tacking of the horse or pony.</p> <p>While riders are mounting, horse must be held by a supervisor or use a ‘mounting block’.</p> <p>Liquid replacement must be accessible.</p> <p>Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV rays (e.g., sunglasses) • insects (e.g., insect repellent) 	<p>English: Current Canadian Equestrian Federation English Rider Preparation Program Certificate or Equine Canada English Instructor Program Certificate or equivalent.</p> <p>Therapeutic Riding: Canadian Therapeutic Riding Instructor Certificate (CTRI)</p> <p>Trail Guides: Current Association of Riding Establishments/Prince Edward Island Equestrian Federation Trail Guides Certification Program Certificate or equivalent.</p> <p>Instruction Ratios Instructor-to-students 1:1 for initial instruction and for therapeutic instruction. Instructor-to-students 1:5 after initial instruction.</p>

Horseback Riding English/ Western/ Therapeutic

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p><u>On Trail Rides</u> No dismounting from the horse during the ride unless duration of ride exceeds one hour, and then only with the assistance of the trail guide. While riding uphill or downhill, all horses must be kept to a walk.</p> <p>Bareback riding is not permitted.</p> <p>For additional instruction related to therapeutic riding, see CanTRA Risk Management Standards. Visit: http://www.cantra.ca</p> <p>For therapeutic riding, accessibility to detailed medical information is critical.</p>	<p><u>Trail Riding Ratios:</u> All rides will have a ratio of trail guides-to-riders 1:5 with a minimum of 2 trail guides when more than 5 riders.</p> <p>For additional supervision information related to therapeutic riding, see CanTRA Risk Management Standards. Visit: http://www.cantra.ca</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

In-Line Skating/ Quad Roller Skating

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Skates must be checked to determine:</p> <ul style="list-style-type: none"> • brake is not loose or worn out • wheels are free of dirt, grime and oil • wheels are not loose or wobbly 	<p>Appropriate clothing and footwear must be worn (e.g., long sleeved shirts to prevent scrapes and cuts).</p> <p>Teachers must communicate to students and parents/guardians the importance of wearing:</p> <ul style="list-style-type: none"> • correctly fitting helmet approved by CSA, Snell, ANSI, ASTM, British or Australian standards • knee pads • elbow pads • wrist guards 	<p>Determine that all facilities are safe for use.</p> <p>Skating surface must be dry and free of any obstacles and debris.</p> <p>On school site: Designate a skating area free from traffic and significant inclines.</p> <p>Gymnasiums where suitable.</p> <p>Off school site – Intermediate only: Select routes carefully in terms of length, gravel, pavement and frequency of traffic.</p> <p>Follow all municipal by-law regulations pertaining to in-line skating.</p> <p>All commercial in-line facilities must meet safety guidelines.</p>	<p>Parents must be aware of any off-site activity and the means of transportation.</p> <p>Parents and students must be informed of the importance of sun protection (see Appendix A).</p> <p>Safety rules must be clearly outlined to students.</p> <p>Emphasize “skate safe and always be in control.”</p> <p>Provide beginning skaters with their own designated area within the total area provided for this class. This enables beginner skaters to skate without interference from faster moving peers.</p> <p>Provide all skaters, regardless of ability, basic instruction in:</p> <ul style="list-style-type: none"> • motion • stopping • turning <p>Skills must be taught in proper progression.</p> <p>Activities must be taught in proper progression.</p> <p>Designate skating direction for everyone (e.g., clockwise or counter-clockwise).</p> <p>No audio devices (e.g., MP3 players).</p> <p>No racing, chasing or tag games.</p>	<p>On school site: On-site supervision is required.</p> <p>Off school site –Grades 7-12 only: In-the-area supervision.</p> <p>Ratio 1:15 student/teacher</p> <p>There must be a minimum of 2 supervisors – one supervisor leading the group and one supervisor following at the end of the group.</p> <p>A teacher who is providing instruction on quad roller skating/in-line skating and is unfamiliar with the applied skills (e.g., no recent experience) must seek assistance from appropriate support staff and/or refrain from taking part in quad roller/in-line skating until help is received.</p>

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>Teach skating courtesy:</p> <ul style="list-style-type: none"> • 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.” or using a bell/whistle. <p><i>Off site skating - Grades 7-12 only:</i> Students must have mastered basic skills.</p> <p>Yield to pedestrians.</p> <p>Skate with a “buddy”.</p> <p>Be aware of emergency procedures in case of injury.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active • protection from UV rays (e.g., sunscreen) • insects (i.e., use repellent) <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>Instruct participants to keep a safe distance from each other (e.g., 2-3m) to prevent collisions with one another.</p>	<p><i>Outside instructor:</i> An outside instructor must have certification of, or experience in, instruction of in-line skating.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression.	On-site supervision is required.
A working communication device (e.g., cell phone) must be accessible.	No jewellery.	Playing surface and surrounding area must be free from obstacles (e.g., tables, chairs) and provide sufficient traction. All access/exit doors must be closed.	Games must be based on skills that are taught. Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section). Activities/rules must be modified based on skill level, age and facilities/equipment available. Rules of Kinball must be strictly enforced.	
Determine that all equipment is safe for use.			No intentional body on body contact with an opposing player.	
Large inflated ball (e.g., Earthball, Omnikin Ball). Inflation must not be done by students.			Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none"> • UV rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) 	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn (e.g., basketball or court shoes).	Indoor playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and must provide sufficient traction.	Parents/guardians must be made aware of any off-school property activity and the means of transportation used. Skills must be taught in proper progression. Games must be based on skills that are taught. Only non-contact lacrosse is to be played.	Constant visual supervision during initial practice of skills.
A working communication device (e.g., cell phone) must be available for all activities/locations.	No metal cleats.	Determine that all facilities are safe for use.	When teaching the skills of throwing and catching, adequate spacing must be allowed for: <ul style="list-style-type: none"> • students to make an uninterrupted swing • pairs/groups not to interfere with one another Stress student responsibility regarding individual space.	On-site supervision is required.
Determine that all equipment is safe for use.		Holes and severely uneven surfaces must be reported to principal and students must be made aware of them.	A safety zone must be established away from the gym walls or playground fence to prevent contact.	
Sticks and balls for field lacrosse: <ul style="list-style-type: none"> • wooden or metal sticks with moulded heads • pockets with mesh, lace or leather • must conform to Canadian Lacrosse Association (CLA) standards Check wooden sticks for cracks and splinters.		Perimeter of the field must be marked.	A student's fitness level must be commensurate with the level of competition.	
		Field/outdoor playing areas must allow for sufficient traction.	Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation.	

Lacrosse (Box/Field)

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Men's Field Lacrosse and Women's Field Lacrosse: <ul style="list-style-type: none">• no aggressive checking with either the stick or the body is allowed• no protective equipment worn by players• full protective equipment worn by goalie Mouth guards - check league ruling regarding mandatory use.			<p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none">• temperature• previous training• length of time students will vigorously active• protection from UV rays (e.g., sunscreen)• insects (e.g., repellents) <p>Adequate liquid replacement must be accessible for athletes during practice and competition.</p> <p>Penalties for rule infractions must be strictly enforced.</p> <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p>	
Goalie equipment – Men's and Women's Field Lacrosse: <ul style="list-style-type: none">• throat protector• chest and arm protector• goalie gloves• goalie pants• athletic cup or jill strap• leg pants Mouth guards - check league ruling regarding mandatory use.				

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>No protective equipment for Inter (Soft) Lacrosse players.</p> <p>Face mask for goaltender.</p> <p>Sticks and balls for Inter (Soft) Lacrosse:</p> <p>Molded plastic sticks and a soft, air filled ball.</p>	<p>Appropriate clothing and footwear must be worn (e.g., basketball or court shoes).</p> <p>No jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Holes and severely uneven surfaces must be reported to the principal and students must be made aware of them.</p> <p>Field/outdoor playing areas must allow for sufficient traction.</p> <p>Indoor playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction.</p>	<p>Be aware of students whose medical conditions (e.g., asthma, anaphylaxis, cast, orthopaedic device) may affect participation (see Generic Section).</p> <p>Only non-contact lacrosse is to be played.</p> <p>Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught.</p> <p>Stress student responsibility regarding individual space.</p> <p>Activities/Rules must be modified to age and ability level of participants.</p> <p>When teaching the skills of throwing and catching adequate spacing must be allowed for:</p> <ul style="list-style-type: none"> • students to make an uninterrupted swing • pairs/groups not to interfere with one another <p>A safety zone must be established away from the gym wall or playground fence to prevent contact.</p> <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active • protection from UV rays (e.g., sunscreen) • insects (e.g., repellent) <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p>	<p>On-site supervision.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Secondary Curricular Only (Grades 9-12)

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be accessible. Determine that all equipment is safe for use. 5cm (2") mats, wrestling mats, or mats of equivalent compaction rating are required when the activity involves throws or falls (see Gymnastics, general utility mats for specifications). Mat surface must be clean and checked frequently for irregularities (e.g., no gaps, overlaps or difference in height when joined).	Appropriate clothing and footwear must be worn. Bare feet. Loose, comfortable clothing. No jewellery.	Determine that all facilities are safe for use. Clear, smooth level and dry floor surface. Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and provide specific traction. Surrounding walls must be padded if mat surface is less than 2m (6'5") from wall.	Skills must be taught in proper progressions (e.g., in Judo; standing up sparring [Techiwaza rondori] can be practiced only after break falls/rolls [ukemi] have been well-established). Be aware of students whose medical conditions (e.g., asthma, anaphylaxis, cast, orthopaedic device) may affect participation (see Generic Section). Warm up activities must emphasize conditioning and flexibility. Stress importance of anticipation, avoidance of risky situations, self-defense tactics and appropriate aggression. In Judo, beginner level programs, arm-lock or strangulation techniques must not be done. Students must be matched with students of similar weight, height and skill level. During individual or group practice time, no horseplay is allowed. Where activity takes students off-school property, parents/guardians must be made aware of means of transportation used.	General Supervision: On-site supervision by teacher. On-site supervision by qualified instructor. Qualified instructors must deliver the program. For qualifications contact specific provincial sport governing body (e.g., Judo Prince Edward Island).

Also see *Generic Issues and Introduction to Activity Page Components Sections* to view complete safety requirements.

Mountain biking takes place in various off-road conditions (e.g., gravel roads, ski trails, bike trails, etc.) If mountain biking takes place on paved surfaces (e.g., bike paths, roads, sidewalks) see Cycling activity page as well.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Suitable clothing and footwear must be worn (e.g., no baggy pants).	Determine that all facilities are safe for use.	Skills must be taught in proper progression. Activities must be based on skills that are taught.	During initial instruction, on-site supervision is required.
A working communication device (e.g., cell phone) must be accessible.	No open-toed shoes or sandals.	Define specific routes to the students so they are aware of the boundaries for activity, whether using a commercial or non commercial site.	Rules of the Trail for Off-Road Cycling must be reviewed. Please visit: http://www.imba.com	A teacher/supervisor who is providing instruction on mountain biking and is unfamiliar with mountain biking skills (e.g., no recent experience) must seek assistance from appropriate support staff and/or refrain from taking part in mountain biking until help is received.
Determine that all equipment is safe for use.	Clothing must be adequate for outdoor activity.	When choosing a site the following conditions must be taken into consideration: <ul style="list-style-type: none">• sun• wind• suitability of terrain	Instruction must be given on the proper position of a bicycle helmet (e.g., brow of helmet is at eyebrow level).	
The following statements refer to students own, borrowed or rented equipment.		Provide students with map and/or clear directions.	Students must cycle at a speed that allows them to control their bike in a safe manner. Students must be encouraged to anticipate other trail users, especially around corners, and establish communication, be prepared to stop if necessary, and pass safely.	
Students must inspect bikes before use for working brakes and properly inflated tires.		Students must ride only on trails outlined by the teacher/supervisor.		
Bicycle size must be appropriate for the rider.				Commercial site instructors must have OMBI certification or NCCP Level 1 MTB or equivalent.

Mountain Biking

Physical Education Safety Guidelines *Curricular*

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Correctly fitting bicycle helmets approved by CSA, standard.</p> <p>Protective eyewear (e.g., sunglasses), elbow pads and gloves must be worn.</p> <p>One supervisor per group to carry:</p> <ul style="list-style-type: none"> • first aid kit • bicycle tool kit, including a pump • signalling device (e.g., whistle) 		<p>In addition to the above, when selecting a non-commercial site, the site must include:</p> <ul style="list-style-type: none"> • a level field with practice area • a long run-out at the bottom section of a larger hill • proximity to warmth, food and other facilities <p>Prior to initial use, when riding at a non-commercial site, teacher/supervisor must do a safety ride-through to address safety and suitability.</p> <p>For off-road routes determine that permission of landowner is obtained.</p>	<p>Before going on mountain bike trails, students must demonstrate (to the teacher/supervisor)–competency in:</p> <ul style="list-style-type: none"> • stopping • changing gears • turning • going up and down hills in control • negotiating obstacles <p>Teacher/supervisor must select routes/trails suitable to students' demonstrated ability.</p> <p>Parents and students must be informed of the importance of sun protection and insect repellent (see Appendix A).</p> <p>Emphasis must be placed on controlled riding.</p> <p>Students must be informed that at any sign of difficulty they must dismount and walk their bikes until it is safe to resume riding.</p> <p>All riders must ride in groups of three. This is so that if one person gets hurt, another person goes for help and the other stays with the injured individual.</p> <p>Adequate liquid replacement must be accessible.</p>	<p><u>Ratio for Initial Instruction</u></p> <p>Grades K-3 - 1:4 Grades 4-6 - 1:10 Grades 7-9 - 1:15 Grades 10-12 - 1:20</p> <p>After initial instruction, in-the-area supervision is required.</p> <p><u>Ratio for Mountain Biking after Initial Instruction</u></p> <p>Grades K-3 - 1:6 Grades 4-6 - 1:12 Grades 7-9 - 1:18 Grades 10-12 - 1:25</p> <p>On mountain bike trails/routes, there must be a minimum of 1 teacher/supervisor per group.</p>

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) <p>For non-commercial sites, a record of students and the route they will be traveling must be left in the school with an appropriate person.</p> <p>Students must be aware of an emergency procedure in case of an accident.</p> <p>Parents must be informed that cycling will take students off school property.</p> <p>Racing must not be done as an in-class activity.</p> <p>No audio devices (e.g., CD players, MP3 players, etc.) may be used.</p> <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students are vigorously active 	<p>One supervisor must have current first aid certification; minimum St. John Ambulance Emergency First Aid Certification or equivalent.</p> <p>One supervisor must take responsibility for administering first aid to an injured student, and must be present for the duration of the activity.</p>

Mountain Biking

Physical Education Safety Guidelines
Curricular

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>Mountain bike excursions must be planned for daylight hours only.</p> <p>If rider is using clips on their pedals, they must demonstrate to teacher/supervisor competency with their use during initial instruction. The clips must be removed prior to going on trails if student cannot demonstrate competency in their use.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>Instruct participants to keep a safe distance from each other (e.g., 2-3m) to prevent collisions with one another.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Movement Activities for Primary Grades

Refers to activities for kindergarten and grades 1-3 (with or without equipment) commonly used to teach fundamental movement skills. Equipment often used: bean bags, utility balls, hoops, etc.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
A fully stocked first aid kit must be readily accessible.	Appropriate clothing must be worn.	Determine that all facilities are safe for use.	Students must be instructed in how to move safely in personal and general space.	On-site supervision. Students must never be in equipment room alone.
A working communication device (e.g., cell phone) must be accessible for all activities/locations.	Appropriate running shoes that are securely fastened.	Activity area must be free of hazards (e.g., equipment in corners and on sidelines).	Establish rules for the distribution and return of equipment.	
Determine that all equipment is safe for use (e.g., hoops are not bent or broken).	No hanging jewellery. Tie back long hair.	Floor surface must provide good traction non-gym indoor facilities (e.g., foyer, classroom, hall, concourse, etc.) must enable students to move freely (see Appendix F: Safety in Activity Rooms).	Include appropriate warm-ups and cool-downs. Students must be taught skills in proper progression (e.g., stepping into a hoop on the floor before being asked to run in and out of hoops). Games must be based on skills that are taught.	
Equipment must be size, weight and age-appropriate for skill and ability level of students.			At the beginning of the school year, engage students in activities requiring no equipment, then small equipment (e.g., bean bags, hoops, etc.) before introducing mobile equipment (e.g., utility balls).	
All balls must be properly inflated.			Activities must be age appropriate.	

Movement Activities for Primary Grades

Physical Education Safety Guidelines
Curricular

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>Set rules and procedures and provide practice in:</p> <ul style="list-style-type: none">• stopping/starting• looking in the direction you are traveling• moving in control• using equipment safely <p>Instruct students in floor activities before proceeding to equipment (e.g., balance while walking forward on floor line before balancing/walking on a bench).</p> <p>Walls and stages cannot be used as turning points and end zones. A marker (e.g., line or pylon) must be designated away from the wall.</p> <p>Establish rules and procedures in the gym before going outdoors (e.g., stop/start signals).</p> <p>Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

<i>General Procedures</i>	<i>Supervision</i>
All outdoor education excursions must be approved by the principal or designate. Approval must include consideration of: itinerary, suitability of excursion activities to the curriculum, travel time, safety factors, supervision arrangements, age-appropriateness (<i>Refer to School Board's policy</i>).	Both male and female chaperones must accompany mixed groups for overnight excursions.
A teacher must be designated as the supervisor in charge of the excursion.	The supervisor in charge of the excursion must designate a responsible adult (e.g., teacher, parent, volunteer) to transport/accompany an injured student to hospital.
Parental/guardian consent forms must be on file prior to any student going on camping/swimming/canoeing/back-packing excursion.	This must not be the supervisor in charge of the excursion.
Information on parent/guardian consent forms must include: itinerary including dates, routes, locations, contacts, relationship of excursion activities to curriculum, supervision arrangements, cost per student, behavioural expectations, inherent risks, and where applicable, parent/guardian information meeting.	
In an emergency situation (e.g., lightening, severe weather, medical emergency) the supervisor in charge of the excursion must follow School Board protocol. If the excursion takes place at an outdoor education facility and the emergency protocol is more stringent than the School Board protocol, then the outdoor education facility protocol must be followed.	
For all excursions requiring transportation, a list of students in each vehicle as well as a list of the drivers and license plate numbers of the vehicles will be left at the school; the list will also accompany the teachers/supervisors on the excursion. Staff or volunteer drivers must comply with School Board requirements for insurance. On all excursions a vehicle for emergency purposes must be accessible.	
For overnight excursions, students must provide medical information to the teachers/supervisors, and may be asked for a Health Card number.	
There must be a procedure in place to identify any students who may be anaphylactic. Any student so identified must carry at least two epinephrine auto injectors. All excursion teachers/supervisors must be trained in the use of an epinephrine auto injector.	

Outdoor Education

General Procedures

Physical Education Safety Guidelines
Curricular

<i>General Procedures</i>	<i>Supervision</i>
<p>Teachers/supervisors on excursions must have knowledge of any students with medical conditions or dietary needs with medical implications, and any student on medication.</p> <p>Students on vital medication must bring an extra supply and this medication must be in a clearly marked container and must be in teacher's/supervisor's possession.</p> <p>Teachers/supervisors must monitor weather conditions and postpone or modify the excursion to ensure safety of all individuals.</p> <p>Teachers/supervisors on excursions must have a list of parent/guardian contact/emergency numbers. Prior to the excursion, teachers/supervisors must plan how they will access emergency medical care.</p> <p>Students must be provided with a list of recommended clothing and personal items suitable for the specific activity.</p> <p>When combining two activities, teachers/supervisors on excursions must refer to the activity page for each activity.</p>	

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Determine that all equipment is safe for use.	Clothing and footwear appropriate to activities and environmental conditions must be worn.	Determine that all facilities are safe for use.	This activity page must be presented to the activity provider prior to the activity taking place.	On-site supervision. Ratio of supervisor to students: <ul style="list-style-type: none">• Grades K-3: 1: 6• Grades 4-6 1:8• Grades 7-9 1:10• Grades 10-12 1:15
A fully stocked first aid kit must be readily accessible.		Teacher/supervisor must be familiar with the route.	The activity provider must meet the minimum requirements listed on this page.	
A working communication device (e.g., cell phone) must be available for all activities/locations.	Trail running shoes or boots.	Map of route must be taken on excursion and a copy left with a supervisor in the school.	Risks involved with the activities must be communicated to parents/guardians with a signed response form from the parents/guardians, giving permission for student to participate.	
All necessary equipment must be collected and checked out before the excursion.	No open-toed footwear (e.g., sandals).		Where the activity takes students off school grounds, parents/guardians must be made aware of means of transportation used.	A vehicle for emergency purposes must be accessible.
Compass.	No hanging jewellery.	If backpacking excursion originates from base camp, a map must be left with a supervisor at base camp.	Completed medical forms for each participating student must be accessible.	The supervisor in charge of the excursion must designate a responsible adult (e.g., teacher, parent or volunteer) to transport/accompany an injured student to hospital. This must not be the supervisor in charge of the excursion.
Any necessary medication.	Rain gear.	Only designated trails to be used.	Skills must be taught in proper progression.	
An adequate supply of nutritious food which does not require preparation or refrigeration.			Adequate liquid replacement must be accessible.	
An adequate supply of safe water.			Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none">• UV Rays (e.g., use of hat, sunglasses, sunscreen)• insects (e.g., repellent)	
Waterproof matches and/or matches in a waterproof container.				

Outdoor Education

Backpacking

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>Length and difficulty of excursion must be commensurate with age and ability of students.</p> <p>Students must be made familiar with route.</p> <p>Students must be made aware of expectations as they relate to:</p> <ul style="list-style-type: none"> • behaviour • emergency procedures • signal to assemble <p>Do not travel in darkness (except for emergencies).</p> <p>Teachers/supervisors must use a buddy system to keep track of students.</p>	<p>At least one of the teachers/supervisors must have backpacking experience.</p> <p>The supervisor in charge of the excursion must assign a leader to the front and back of the group. For Grades 7-12 group, a leader could be a responsible student. The supervisor(s) can move along the group from front to back.</p> <p>The front and back of the group must be within whistle contact of the supervisor(s) at all times.</p>

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>Teachers/supervisors must postpone excursion if there is any indication of threatening weather that could put students' safety at risk.</p> <p>Teachers/supervisors must possess any necessary medication for designated students.</p> <p>Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	<p><i>First Aid Certification:</i> At least one supervisor must have current first aid certification which may be:</p> <ul style="list-style-type: none"> • National Lifeguard Services lifeguard certificate OR • St. John Emergency First Aid Certificate OR • St. John Wilderness First Aid OR • Can. Red Cross Emergency First Aid OR • Canadian Red Cross Wilderness and Remote First Aid OR • Canadian Ski Patrol First Aid Certificate • equivalent to any of the above

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Outdoor Education

Camping

Physical Education Safety Guidelines

Curricular

An extended overnight camping experience in an outdoor environment where students may be doing their own food preparation.

Grades K-3: Dorm Only, **Grades 4-12:** Dorm or Tents

See Outdoor Education - General Procedures

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Determine that all equipment is safe for use.	Clothing and footwear appropriate to the activities and environmental conditions must be worn.	Determine that all facilities are safe for use.	This activity page must be presented to the activity provider prior to the activity taking place.	On-site supervision. Ratio of supervisor to students: Grades K-3 1:6 Grades 4-6 1:8 Grades 7-9 1:8 Grades 10-12 1:15
A fully stocked first aid kit must be readily accessible.	No open-toed footwear (e.g., sandals).	Supervisor in charge of the excursion must check with local authorities to determine the level of potential hazards (e.g., bears, forest fires).	The activity provider must meet the minimum requirements listed on this page.	A vehicle for emergency purposes must be accessible at base camp.
A working communication device (e.g., cell phone) must be available for all activities/locations.	No hanging jewellery.	Facilities and routes must be commensurate with age and abilities of group.	Risks involved with the activities must be communicated to the parents/ guardians with a signed response form from the parents/guardians, giving permission for student to participate.	
Collect and check all necessary equipment before the excursion.	Suitable layers and change of clothing for 1-2 days longer than the number of days of excursion.	Grades K-3 must use dorm facilities only.	Where the activity takes students off school property, parents/guardians must be made aware of means of transportation used.	The supervisor in charge of the excursion must designate a responsible adult (e.g., teacher, parent, volunteer) to transport/accompany an injured student to the hospital. This must not be the supervisor in charge of the excursion.
If cooking on stoves, use propane/liquid gas - type stoves (1 per 8 students).	Rain gear.	Washroom facilities should be within walking distance. (Alcohol free sanitizer should be available.)	Completed medical forms for each participating student must be accessible.	
Shovel/trowel.			Skills must be taught in proper progression.	
Flashlight.				

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p>An adequate supply of nutritious food which does not require preparation or refrigeration.</p> <p>An adequate supply of safe water.</p> <p>Waterproof matches and/or matches in a waterproof container.</p>			<p>Adequate liquid replacement must be accessible.</p> <p>Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV rays (e.g., hat, sunscreen, sunglasses) • insects (e.g., repellent) <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>Students must be made aware of expectations as they relate to:</p> <ul style="list-style-type: none"> • behaviour • emergency procedures • signal to assemble • boundaries for activity <p>Teacher/supervisors must use the buddy system to keep track of students.</p>	<p>If using tents, at least one of the leaders must have tent camping experience.</p> <p>Intermediate students may fill and light camp stoves under constant visual supervision.</p> <p><i>First Aid Certification:</i> At least one supervisor must have current first aid certificates which may be:</p> <ul style="list-style-type: none"> • National Lifeguard Services lifeguard certificate OR • St.John Emergency First Aid Certificate OR • St.John Wilderness First Aid OR • Canadian Red Cross Emergency First Aid OR • Canadian Red Cross Wilderness and Remote First Aid OR

Outdoor Education

Camping

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<p>A process for the accounting of students must be in place.</p> <p>Program must be planned in detail with contingency plans for inclement weather.</p> <p>A complete excursion itinerary must be left in the school.</p> <p>Program activities must be appropriate for both the age and skill level of the participants.</p> <p>All food items, gum and toiletries must be removed from tents at night and kept in bear-proof containers or cars or hung in trees.</p> <p>Students must not use axes, saws or camping knives without proper instruction and supervision.</p> <p>No open flame, of any sort, in or near tents.</p> <p>No bare feet in campsite area.</p> <p>Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect students participation (see Generic section).</p>	<ul style="list-style-type: none"> • Canadian Ski Patrol First Aid Certificate OR • equivalent to any of the above

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

White Water Canoeing, White Water Kayaking, White Water Rafting and Canoeing - Moving Water
 are not appropriate in-class activities at any level.
Canoe Tripping is not an appropriate activity at the elementary level (Grades K-8).
 See Outdoor Education - General Procedures.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Determine that all equipment is safe for use. A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be available for all activities/locations. No aluminium canoes are to be used in pools. Paddles and canoes checked for cracks, splinters, and leaks. One buoyant heaving line of not less than 15m (45' [e.g., throw rope rescue bag]) per canoe.	Clothing and footwear appropriate to the activities and environmental conditions must be worn. No hanging jewellery. Correct fitting and Transport Canada-approved P.F.D./ lifejackets, with whistle attached, must be worn and properly secured at all times while on the water.	Determine that all facilities are safe for use. Water conditions must be appropriate for the skill level of the group.	This activity page must be presented to the activity provider prior to the activity taking place. The activity provider must meet the minimum requirements listed on this page. Risks involved with the activities must be communicated to parent(s)/guardian(s) with a signed response form from the parent(s)/guardian(s), giving permission for student to participate. Where the activity takes students off school property, parents/guardians must be made aware of means of transportation used. Completed medical forms for each participating student must be accessible. Skills must be taught in proper progression.	On-site supervision is required by the instructor when students are canoeing. A motorized safety boat must be in the water and accessible while students are canoeing. The operator of the safety boat must have a Pleasure Craft Operator Card. A vehicle for emergency purposes must be accessible.

Outdoor Education

Canoeing - Grades 7-12

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>One bailer (bailer must be at least 750mL with an opening of 65cm² and constructed of plastic and/or metal) per canoe.</p> <p>One waterproof flashlight per canoe.</p>			<p>Activities must be based on skills taught.</p> <p>Adequate liquid replacement must be accessible.</p> <p>Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV Rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>Water Safety</p> <p>Prior to canoeing, students must successfully complete the following swim test in its entirety. The test must be administered by a qualified instructor/guard: (test is based on Canadian Swim Survive™ Standard)</p>	<p>The supervisor in charge of the excursion must designate a responsible adult (teacher, parent, volunteer) to transport/accompany an injured student to hospital. This must not be the supervisor in charge of the excursion.</p> <p>Instructor Qualifications Instructor must possess PEIRCA Flatwater Instructor or equivalent.</p> <p>Canoe Ratios Ratio of supervisor to student; 1:8</p> <p>At least one supervisor must be an instructor.</p> <p>Swim Test Ratios 2:50 qualified instructors per student plus 1 lifeguard.</p>

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<ul style="list-style-type: none"> • rolling entry (backwards or forward) into deep water at 2.75m (9') minimum depth • swim 50m (150') continuously any stroke while fully clothed (no aids or stops) • tread water for 1 minute <p><i>Students who do not pass the above swim test must not canoe. (See Appendix K)</i></p> <p>Excursion supervisor must be aware of the swim test results.</p> <p><i>Canoeing Skills</i></p> <p>As a prerequisite for open water canoeing the student must demonstrate basic competence to a canoe instructor in:</p> <ul style="list-style-type: none"> • launching a canoe • proper entry/exit from canoe • self-rescues into dry and/or swamped canoes • canoe over canoe rescue procedures • synchronized strokes • positioning of paddlers • manoeuvres using the following basic strokes <ul style="list-style-type: none"> ○ paddling forward in a straight line ○ sideslip ○ spin ○ figure 8 	<p><i>First Aid Certification:</i> At least one supervisor must have current first aid certification which may be:</p> <ul style="list-style-type: none"> • National Lifeguard Services lifeguard certificate OR • St. John Emergency First Aid Certificate OR • St. John Wilderness First Aid OR • Canadian Red Cross Emergency First Aid OR • Canadian Red Cross Wilderness and Remote First Aid OR • Canadian Ski Patrol First Aid Certificate • Equivalent to any of the above.

Outdoor Education

Canoeing - Grades 7-12

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<ul style="list-style-type: none"> ○ stop ○ power stroke ○ j-stroke ○ sweep stroke ○ draw stroke ○ backwater stroke <p>These manoeuvres must be done in a pool, shallow water or sheltered bay.</p> <p>Supervisors must be aware of weather forecast, especially wind conditions.</p> <p>Canoeing must be cancelled in adverse conditions.</p> <p>If storm weather suddenly approaches, seek appropriate shelter immediately.</p> <p>Daylight canoeing only except under emergency situations. Note: Navigation lights are required if operating at night or in restricted visibility (e.g., waterproof flashlight).</p> <p>Canoe instructors must be aware of water conditions (e.g., currents and undertows). Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Class I and Class II River Classifications Only

Canoe Tripping is not an appropriate in-class activity at the Elementary (Grades K-8) Curricular Level.

White Water Canoeing and White Water Kayaking are not appropriate for any level.

See Outdoor Education General Procedures

Class I and Class II River Classifications Only

Class I: Easy. Fast moving water with riffles and small waves. There are few obstructions and all are obvious and easily missed with some training. Risk to swimmers is slight, self-rescue is easy.

Class II: Novice. Straightforward rapids with wide, clear channels which are evident without scouting. Occasional manoeuvering may be required, but rocks and medium sized waves are easily missed by trained paddlers. Swimmers are seldom at risk of injury and group assistance, while helpful, is seldom needed.

*In both of the above classes there is no evidence of rapids with moderate, irregular waves, large waves or strainers, strong eddies or powerful currents.
(ref: International Scale of River Difficulty)*

In Canoeing-Moving Water is part of a canoe tripping experience, also see Canoe Tripping activity page, especially special rule s/instructions and supervision columns.

If Canoeing-Moving Water is part of a base camp experience or is a day specific activity, also see Canoeing Base Camp activity page, especially supervision column.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression.	On-site supervision.

Outdoor Education

Canoeing Moving Water - Grades 7-12

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Durable, resilient canoes (e.g., roalex construction or double layer polyethylene tandem canoes).</p> <p>Canoes equipped with:</p> <ul style="list-style-type: none"> • paddles • flotation <p>White water helmets (e.g., Protec, Shred, Wildwater).</p> <p>Equipment meets Canadian Coastguard Regulations for Small Craft.</p>	<p>Wetsuits as required.</p> <p>Correctly fitting properly fastened and Canadian-approved PFD/life jacket with whistle attached.</p> <p>No jewellery.</p>	<p>River difficulty must be read and classified by a qualified instructor on the day of the activity.</p> <p>Moving water must be determined to be a Class I or Class II.</p>	<p>Be aware of students whose medical conditions (e.g., asthma, anaphylaxis, cast, orthopaedic device) may affect participation (see Generic Section).</p> <p>Adequate liquid replacement must be accessible.</p> <p>Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) <p>Parents/guardians must be informed by letter of their child's involvement in canoeing - moving water and be made aware of the importance of suitable clothing and equipment.</p> <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p>	<p>Instructor Qualifications:</p> <ul style="list-style-type: none"> • Prince Edward Island Recreational Canoeing Association (PEIRCA) Moving Water II Instructor OR • PEIRCA Moving Water II AND Swift Water Rescue Technician OR • Equivalent to either of the above <p>At least one supervisor must be a qualified instructor.</p> <p>Supervisor to student ratio is 1:8.</p> <p>For all overnight trips two staff/adult supervisors are required as a basic minimum.</p>

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Visit: http://www.tc.gc.ca/ BoatingSafety/sbg-gsn/ canoe.htm</p> <p>Wrap kit with bailer must include:</p> <ul style="list-style-type: none"> • 2 carabiners • 2–18 in prusik loops • 23m (75') static spectra rope • 23m (75') of 3/8 in floating rope <p>Paddles and canoes checked for cracks, splinters and leaks.</p>			<p>Prior to canoeing, the students must successfully complete the following swim test in its entirety, administered by a qualified instructor/guard (test is based on Canadian Swim to Survive™ Standard):</p> <ul style="list-style-type: none"> • rolling entry (backward or forward) into deep water at 2.75m (9') minimum depth • swim 50m (150') continuously any stroke (no aids or stops) • tread water for 1 minute (See Appendix K) <p>Supervisor must be aware of swim test results.</p> <p>Prior to students' participation in a moving water - canoeing experience, a prerequisite test must occur in a pool, shallow water or sheltered bay where students must demonstrate basic competence to a canoe instructor as outlined in the following:</p> <ul style="list-style-type: none"> • proper entry/exit from canoe • self-rescues into dry and/or swamped canoes • canoe-over-canoe rescue procedures • synchronized strokes • positioning of paddlers • packing the canoe • manoeuvres using the following basic strokes: <ul style="list-style-type: none"> ○ power stroke ○ j-stroke ○ sweep stroke ○ draw stroke ○ backwater stroke 	<p>At least one supervisor must have detailed knowledge of the area.</p> <p>Swim Test Ratio: 2:50 qualified instructors to students plus 1 qualified lifeguard.</p> <p>First Aid Qualifications: At least one supervisor must have current first aid qualifications which may be:</p> <ul style="list-style-type: none"> • National Lifeguard Services lifeguard certificate • St. John Standard First Aid Certificate with CPR • Canadian Red Cross Emergency First Aid • Canadian Ski Patrol First Aid certificate • Equivalent to any of the above

Outdoor Education

Canoeing Moving Water - Grades 7-12

Physical Education Safety Guidelines
Curricular

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>Prior to students' participation in a moving water - canoe experience, they must demonstrate competence in the following water safety and canoe skills to the qualified instructor:</p> <p><u>Water safety</u></p> <ul style="list-style-type: none">• swimming in currents wearing a PFD/life-jacket• retrieving a swamped canoe• self rescue• line toss and rescue• communication in an emergency situation• river reading (e.g., downstream V, curling waves, hydraulics, standing waves, eddies, pillows, sweepers and strainers)• river difficulty analysis <p><u>Canoe Skills</u></p> <ul style="list-style-type: none">• landing• eddy out• peel out• S-turn• front ferry• back ferry• portaging• paddling forward in a straight line• sideslip• spin• figure 8• stop	A vehicle for emergency purposes must be accessible.

Flat Water Kayaking is kayaking on lake water or river where no rapids exist and eddies are very slight.

White Water Canoeing, White Water Kayaking, and White Water Rafting are not appropriate at any level. Canoeing-Moving Water is not appropriate in-class activities at the elementary level.

See Outdoor Education - General Procedures.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Determine that all equipment is safe for use. A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be available for all activities/locations. Kayak with adequate flotation in nose and stern to prevent kayak from sinking when full of water. Paddle and kayak checked for cracks, splinters and leaks. One buoyant heaving line of not less than 15m (45') (e.g., throw rope rescue bag) per kayak.	Clothing and footwear appropriate to the activities and environmental conditions must be worn. No hanging jewellery. Correct fitting and Transport Canada approved P.F.D./life-jackets, with whistle attached, must be worn and properly secured at all times while on the water.	Determine that all facilities are safe for use. Water conditions must be appropriate for the type of kayak being used and the skill level of the group.	This activity page must be presented to the activity provider prior to the activity taking place. The activity provider must meet the minimum requirements listed on this page. Risks involved with the activities must be communicated to parents/guardians with a signed response form from the parents/guardians, giving permission for student to participate. Where the activity takes students off-school property, parents/guardians must be made aware of means of transportation used. Completed medical forms for each participating student must be accessible. Skills must be taught in proper progression. Activities must be based on skills taught. Adequate liquid replacement must be accessible.	On-site supervision is required by the instructor when students are kayaking. A motorized safety boat must be in the water and accessible while students are canoeing. The operator of the safety boat must have a Pleasure Craft Operator Card. A vehicle for emergency purposes must be accessible. The supervisor in charge of the excursion must designate a responsible adult (e.g., teacher, parent, volunteer) to transport/accompany an injured student in hospital.

Outdoor Education

Flat Water Kayaking - Grades 7-12

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>One bailer (bailer must be at least 750mL [9oz] with an opening of 65cm² [4in²] and constructed of plastic and/or metal) per kayak.</p> <p>One waterproof flashlight per kayak.</p>			<p>Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV Rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>Water Safety: Prior to kayaking, students must successfully complete the following swim test in its entirety. The test must be administered by a qualified instructor/guard: (test is based on Canadian Swim Survive™ Standard)</p> <ul style="list-style-type: none"> • rolling entry (backwards or forward) into deep water at 2.75m (9') minimum depth • swim 50m (150') continuously any stroke while fully clothed (no aids or stops) • tread water for 1 minute 	<p>This must not be the supervisor in charge of the excursion.</p> <p>Instructor Qualifications: Instructor must possess PEIRCA Flatwater Instructor Kayak Certification or equivalent.</p> <p>Kayaking Ratios: Ratio of supervisor to students 1:8.</p> <p>At least one supervisor must be an instructor.</p> <p>Swim Test Ratios: 2:50 qualified instructors per student plus 1 lifeguard.</p>

Outdoor Education **Flat Water Kayaking - Grades 7-12**

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<p>Students who do not pass the above swim test must not flat water kayak. (See Appendix K)</p> <p>Excursion supervisor must be aware of the swim test results.</p> <p>Kayaking Skills: As a prerequisite for open water kayaking the student must demonstrate basic competence to a kayak instructor in:</p> <ul style="list-style-type: none"> • launching a kayak • proper entry/exit from kayak • emptying the kayak (beach and dock) • T-rescue • wet exit • manoeuvres using the following basic strokes: <ul style="list-style-type: none"> ◦ forward ◦ backstroke ◦ front sweep ◦ back sweep ◦ draw stroke ◦ bracing ◦ stopping <p>These manoeuvres must be done in a pool, shallow water, or sheltered bay.</p> <p>Supervisors must be aware of weather forecast, especially wind conditions.</p>	<p>First Aid Certification: At least one supervisor must have current first aid certification which may be:</p> <ul style="list-style-type: none"> • National Lifeguard Services lifeguard certificate OR • St. John Emergency First Aid Certificate OR • St. John Wilderness First Aid OR • Canadian Red Cross Emergency First Aid OR • Canadian Red Cross Wilderness and Remote First Aid OR • Canadian Ski Patrol First Aid Certificate • Equivalent to any of the above

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Outdoor Education

Ropes Courses/Rappel Towers

Physical Education Safety Guidelines
Curricular

Grades K-3 students can only participate on Low Ropes Courses.

See Outdoor Education - General Procedures

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Determine that all equipment is safe for use. A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be available for all activities/locations. Ropes and associated course equipment must be specifically for rock climbing or ropes course use.	Clothing and footwear appropriate to the activities and environmental conditions must be worn. No open-toed shoes (e.g., sandals). No jewellery. No loose clothing. No sharp objects are to be worn or carried in pockets.	Determine that all facilities are safe for use. Ropes courses and Rappel Towers must be appropriate for ability levels, age and size of students. The course must be visually inspected before each use. Ropes courses and Rappel Towers must be built according to current ACCT (Association for Challenge Course Technology) standards. The course must be inspected annually by a professional challenge course builder/inspector.	This activity page must be presented to the activity provider prior to the activity taking place. The activity provider must meet the minimum requirements listed on this page. Risks involved with the activities must be communicated to parents/guardians with a signed response form from the parents/guardians, giving permission for student to participate. Where the activity takes students off-school property, parents/guardians must be made aware of means of transportation used. Completed medical forms for each participating student must be accessible. Skills must be taught in proper progression. Adequate liquid replacement must be accessible. Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none">• UV Rays (e.g., use of hat, sunglasses, sunscreen)• insects (e.g., repellent)	The teacher must accompany students to the site and remain on site for the duration of the activity. A suitable means of transporting an injured student must be accessible. The supervisor in charge of the excursion must designate a teacher/supervisor (e.g., teacher, parent, volunteer) to transport/accompany an injured student to hospital. This must not be the supervisor in charge of the excursion. All instructors must have successfully completed a training course taught by a professional Challenge Course trainer.

Outdoor Education **Ropes Courses/Rappel Towers**

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Ropes must be kernmantle construction, designed for climbing with a minimum breaking strength of 22kN/ 2200kg/4500lbs and a minimum diameter of 10.5 mm (.4").		Treed courses must be inspected annually by a professional challenge course vendor and dead limbs removed. Any live branches that may be considered a hazard must be removed.	Before involving students in outdoor activity, teachers must take into consideration: <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active Students must receive instruction on safety procedures related to severe weather conditions (e.g. lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).	One instructor/supervisor must have completed a Ropes Course Instructor course from a recognized Challenge/Ropes Course Certificate course provider. The site must have a Challenge Course Manager.
Helmets suitable for ropes and rappel towers must be worn.		All courses must have an adequate thickness of wood chips at the base of all elements.	Safety procedures and how the equipment works must be explained to the students.	First Aid Certification: One of the supervisors must have current First Aid and CPR certification.
Chest harness must be worn on elements where inversion is possible (e.g., pamper pole, trapeze leaps).		Treed courses must not be used in high winds or thunderstorms.	An emergency action plan must be in place and familiar to staff.	Ratios: Instructor/student ratio for low ropes courses must be a maximum of 1:12 Grades 7-12 1:8 Grades 1-6
A mechanical belay system (such as a stitch plate with spring, munter hitch, Gri Gri, ATC, tuber type devices) must be used.			Activity and course elements that are introduced must be based on skills that are taught and appropriate for the developmental stage and experience of the students. Belaying must be done by a trained instructor, not by a student.	Instructor/student ratio for high ropes courses must be a maximum of 1:5 Grades 4-12 Students must be belayed by a trained instructor.

Outdoor Education

Ropes Courses/Rappel Towers

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A back-up belayer on the breaking end of the rope must be in place (e.g., a buddy belayer). All equipment must be inspected visually on a daily basis. Carabiners, shear reduction devices, personal fall arrest lanyards must meet current ACCT (Association for Challenge Course Technology) standards.			<p>Students must be allowed to select the challenge of their choice. Students who express hesitancy must not be forced to take part.</p> <p>All equipment must be inspected as students put it on. Students waiting at the top of rappel towers must be outfitted in proper fall protection or a barrier must be put in place.</p> <p>No climbing in a “leading edge environment” by students or untrained individuals (e.g., no clipping to staples).</p> <p>Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Rock Climbing is not an appropriate in-class activity at the Elementary (Grades K-8) Curricular Level.

For climbing programs where students may belay.

This does not include outdoor ascending lines, ziplines, or bouldering.

See Outdoor Education - General Guidelines

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
Determine that all equipment is safe for use. A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be available for all activities/locations. All equipment must be commercially and specifically manufactured for the intended climbing related activity and adhere to one of: UIAA, CE, NFPA, ULC, CSA, ASTM standards.	Clothing and footwear appropriate to the activities and environmental conditions must be worn. No tops with drawstrings. Nothing around the neck (e.g., leather ties, knots). No jewellery.	Determine that all facilities are safe for use. All climbing equipment must be installed by a qualified professional. Climbing must be appropriate for ability levels, age and size of students. Climbing at sites where: <ul style="list-style-type: none"> • land owner has given permission for instruction in climbing • recognition for rock climbing is provided by a reputable source 	This activity page must be presented to the activity provider prior to the activity taking place. The activity provider must meet the minimum requirements listed on this page. Risks involved with the activities must be communicated to parents/guardians with a signed response form from the parents/guardians, giving permission for student to participate. Where the activity takes students off campus, parents/guardians must be made aware of means of transportation used. Completed medical forms for each participating student must be accessible. Skills must be taught in proper progression. Adequate liquid replacement must be accessible. Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none"> • UV Rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) 	On-site supervision by a qualified instructor is required. Teacher must be present for all aspects of the program. If the teacher is providing rock climbing instruction, an additional teacher/supervisor must be provided. A suitable means of transporting an injured student must be accessible. The supervisor in charge of the excursion must designate a teacher/supervisor (e.g., teacher, parent, volunteer) to transport/accompany an injured student to hospital. This must not be the supervisor in charge of the excursion.

Outdoor Education

Rock Climbing

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Climbing ropes must be compatible with the chosen belay device and the climbing activity.	Clothing and footwear appropriate to the activities and environmental conditions must be worn.	(e.g., Rock Climbing Guidebook, instructor in the rock climbing community)	<p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>Prior to the first lesson, teachers must inform climbing instructors of students who have special needs.</p> <p>Risks involved with each activity and how to lower the risk of an injury from occurring must be communicated to the students.</p> <p>Teachers, instructors and students must be aware of safety procedures.</p> <p>Students waiting to climb must be positioned:</p> <ul style="list-style-type: none"> • a safe distance away from the base of the climb and, • be tied off if within 3m (10') of the top edge of the cliff <p>A recognized descent route must be used to reach the base of the cliff.</p>	Instructors must be trained in, understand, demonstrate, and adhere to a directly relevant skill set for their respective activity.
Helmets that are commercially and specifically manufactured for climbing must be worn by everyone at the climbing site.	No tops with drawstrings.			A relevant skill set is a described set of skills developed by recognized climbing professionals.
Climbing harnesses, sit or full body, appropriate for the age and/or body size of the climber must be used.	Nothing around the neck (e.g., leather ties, knots).			All instructors must be at least 18 years of age or older to teach the introductory lesson and/or be an instructor.
Belay devices must be connected with a locking carabiner rated at 22kN/ 2200kg/4945lbs., where commercial friction or camming devices are used.	No jewellery.		<p>First Aid Certification:</p> <p>At least one instructor must have current First Aid qualifications equivalent to or exceeding St. John Emergency First Aid.</p> <p>A safety check of each student leaving the ground must be done by an instructor in all initial and subsequent climbing sessions.</p>	

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p>Top anchors must:</p> <ul style="list-style-type: none"> • have a minimum of 2 independent points • have locking devices • be able to sustain a load of 22kN/2200kg/ 4945lbs. <p>Climbers must not be able to climb above anchors.</p> <p>A bottom anchor must consist of a ground anchor in combination with a belayer harness.</p>			<p>When students are belaying, the following elements must be addressed in an introductory lesson prior to top-rope climbing:</p> <ul style="list-style-type: none"> • the introductory lesson be identified as top rope specific; • the introductory lesson must be identified as specific to the belay device being used; • the introductory lesson must include instruction on and repeat practice of: <ul style="list-style-type: none"> ◦ correct use of harness ◦ correct use of knots and tie-in points ◦ concept of top-roping ◦ correct use of belay device ◦ general belaying principles ◦ lowering procedures ◦ communication and the climber/belayer contract ◦ procedures to minimize the hazards of falling rock <p>Students must be allowed to select a challenge at their comfort level.</p> <p>A qualified instructor (see supervision section for definition of “qualified”) must do a safety check of any student leaving the ground.</p> <p>A buddy belay (when students are belaying) must be incorporated into all belay systems at all times. In most conventional top-rope belay systems an approximate climber to belayer weight ratio is 1:1.</p>	<p><i>For Climb Only Programs:</i></p> <p>1 instructor per belay activity.</p> <p>For intramural clubs that go to outdoor sites with a commercial climbing provider, all the above ratios apply for the first 3 visits of instructional time (minimum 16 hours) that take place in a reasonable time frame. After 3 separate visits (total time must be minimum 16 hours):</p> <ul style="list-style-type: none"> • an instructor provides a belay check of each student • there must be on-site supervision by the instructor • 1:16 teacher-to-student ratio • 1:16 instructor-to-student ratio

Outdoor Education

Rock Climbing

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Bottom anchors must have a belay device connected with a locking carabiner and the anchoring system must be capable of sustaining a load of 10kN/1000kg/2240lbs.</p> <p>All equipment must be inspected by qualified personnel prior to activity.</p>			<p>A body belay and a counter-balanced system (e.g., Australian Belay) are not to be used.</p> <p>A belay system/technique that will not allow the climber to ground-fall in the event that the belayer becomes incapacitated must be used by student belayers.</p> <p>Lead climbing by students must not be done.</p> <p>For Climb Only Programs: Prior to climbing, rules must clearly be explained to students by a qualified instructor.</p> <p>Students are not permitted to:</p> <ul style="list-style-type: none"> • belay • apply harnesses to themselves or others • tie knots for themselves or others <p>Belaying, applying harnesses, and tying knots must be done by a qualified instructor.</p> <p>Weather conditions must not present a safety issue.</p> <p>Water replacement and nutritional needs of climbers must be addressed.</p> <p>Be aware of students whose medical conditions (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Sailing is not an appropriate in-class activity at the Elementary (Grades K-8) Curricular Level.

See Outdoor Education - General Procedures

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Determine that all equipment is safe for use. A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be available for all activities/locations. Students must check all personal safety equipment prior to use for any defects.	Appropriate clothing and footwear must be worn. Students must wear proper footwear with non-slip soles. No hanging jewellery. Correctly fitting and Transport Canada approved P.F.D./life-jackets, with whistle attached, must be worn, properly done up at all times while on the water. No loose fitting clothing can be worn.	Only a certified Prince Edward Island Sailing Association school can be used. Determine that all facilities are safe for use. All facilities must have designated sailing areas.	This activity page must be presented to the activity provider prior to the activity taking place. The activity provider must meet the minimum requirements listed on this page. Risks involved with the activities must be communicated to parents/guardians with a signed response form from the parents/guardians, giving permission for student to participate. Where the activity takes students off-campus, parents/guardians must be made aware of means of transportation used. Skills must be taught in the proper progression. Activities must be based on skills taught. Adequate liquid replacement must be accessible. Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none"> • UV Rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) 	On-site supervision is required. Teacher must be present and accompany students to and from facility. 1 motorized safety boat for every 8 sailboats must be present. The operator(s) of the safety boat must have a Pleasure Craft Operator Card. A suitable means of transporting an injured participant must be accessible.

Outdoor Education

Sailing

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>Water Safety</p> <p>Prior to sailing, students must successfully complete the following swim test in its entirety. The test must be administered by a qualified instructor/guard: (test is based on Canadian Swim Survive™ Standard)</p> <ul style="list-style-type: none"> • rolling entry (backwards or forward) into deep water at 2.8m (9') minimum depth • swim 50m continuously any stroke while fully clothed (no aids or stops) • tread water for 1 minute <p><i>Students who do not pass the above swim test must not sail. (See Appendix K)</i></p> <p>Excursion supervisor must be aware of the swim test results.</p> <p>Prior to activity, classroom sessions must provide students with knowledge base necessary to sail safely.</p>	<p>The supervisor in charge of the excursion must designate a responsible adult (e.g., teacher, parent, volunteer) to transport/accompany an injured student to hospital. This must not be the supervisor in charge of the excursion.</p> <p>Instructor Qualifications: Certified instructors must be present to instruct the course.</p> <p>Swim Test Ratios 2:50 qualified instructors per student plus 1 lifeguard.</p>

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>Safety procedures and an emergency action plan must be clearly outlined to teachers/supervisors and students.</p> <p>Teachers/supervisors must use a buddy system to keep track of students.</p> <p>A process for the accounting of students must be in place.</p> <p>Instructors must take weather conditions into consideration.</p> <p>If storm weather suddenly approaches, seek appropriate shelter immediately.</p> <p>Daylight sailing only except under emergency situations.</p> <p>Note: Navigation lights are required if operating at night or in restricted visibility (e.g., waterproof flashlight).</p> <p>Sailing instructors must be aware of water conditions (e.g., currents and undertows).</p> <p>Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect their participation (see Generic Section).</p>	

Outdoor Education

Swimming - Lakes/Ponds/Rivers/Oceans

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate swimming attire. No jewellery.	Determine that all facilities are safe for use. Swimming area must be: <ul style="list-style-type: none">• clearly defined (e.g., at camp's buoyed area)• free from hazards• of suitable water temperature	See <i>Outdoor Education General Procedures</i> . Parents/guardians must give written permission for their child to be involved in any swimming activity. Swim ability must be demonstrated in shallow water to a qualified instructor/guard prior to swimming. Students must be able to tread water for 1 minute, swim 50m (165') to be designated "a swimmer". Non-swimmers must be identified and wear a properly fastened Personal Flotation Device (PFD) for recreational swims. Lifeguards must be readily identifiable to all swimmers at all times.	On-site supervision by teacher supervisor is required. <u>Supervision Ratio for Instructional Swims</u> Instructional swim may include organized games, relays etc., but CANNOT include an unorganized free swim. There must be a minimum of two certified aquatics instructors supervising the waterfront. Supervision ratio is 2:25 (instructors to students), with both people certified as outlined below. For situations where there are additional students, an additional certified instructor or lifeguard (NLS) is required for each additional 25 swimmers or less. The instructor requires the same certification as listed below.
A working communication device (e.g., cell phone) must be accessible.	Appropriate footwear is required (e.g., where protruding objects may injure feet).	No swimming in fast moving rivers or streams.	In an emergency situation, the lifeguard is in charge. An emergency action plan must be in place and communicated to all supervisors.	
Determine that all equipment is safe for use.		Prior to swimming, supervisor must check with local authorities to determine whether water is safe for swimming (e.g., location and water quality, away from fast-moving water).	Students must practice simulated emergency situations (e.g., find partner, assemble on shore with 3 loud whistle blasts).	
Person in charge must have a whistle or other signalling device.				<u>Swim Instruction Qualifications</u>
Emergency communication device that allows fast contact with EMS must be operational and accessible.				

Outdoor Education

Swimming - Lakes/Ponds/Rivers/Oceans

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p><u>For recreational camps:</u> Accessibility to standard safety equipment as stated in Regulations 568:</p> <ul style="list-style-type: none"> • One or more buoyant rescue aids attached to a shoulder loop with a 6mm (0.25") line at least 1.6m (5'3") in length • One or more reaching poles of 3.6m (12') or greater in length • One or more buoyant throwing aids attached to a 6mm (0.25") line at least 8m (26'5") in length • Spinal board 	<p><u>Non-designated swimming area:</u> supervisor must swim/check whole area for underwater hazards.</p>		<p>Students must be made aware of all rules and regulations associated with the swimming area.</p> <p>Students must be informed of acceptable standards of behaviour.</p> <p>Adequate liquid replacement must be accessible.</p> <p>Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>Students must swim with a partner.</p>	<p>Both instructors must hold one of the following current certifications:</p> <ul style="list-style-type: none"> • Canadian Red Cross Water Safety Instructor Award • Lifesaving Society Instructor Certificate plus an Assistant Lifeguard Certificate • Lifesaving Society Swim Instructor Certificate plus an Assistant Lifeguard Certificate • YMCA Instructor Certificate • National Lifeguard Services Lifeguard Certificate (NLS) <p><u>One instructor must also hold current:</u></p> <ul style="list-style-type: none"> • National Lifeguard Services Lifeguard Certificate OR • Standard First Aid Certificate (e.g., Red Cross, Lifesaving Society, St. John Ambulance, Canadian Ski Patrol) <p><u>Note:</u> Verified copies of certification must be available.</p> <p><u>Supervision Ratio for Recreational Swim (Free Swim – No Instruction)</u></p>

Outdoor Education

Swimming - Lakes/Ponds/Rivers/Oceans

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Paddleboard or boat, when any part of the swimming area is more than 50m meters from the shore. Blankets and pillows.			<p>A bather-counting system must be used at regular intervals (e.g., number students, blow whistle and have them count off).</p> <p>Use this counting procedure at the beginning, every 15 minutes and as the students exit the water.</p> <p>Duration of swim must depend on:</p> <ul style="list-style-type: none"> • capability of swimmers • weather conditions • conditions of water • time of day <p>Do not swim if there are any indications of inclement weather (e.g., lightning, high winds).</p> <p>Properly fastened PFDs are the only acceptable flotation devices.</p> <p>Diving is only permitted where there is sufficient water depth (2.8m [9'] minimum) and safe water conditions as determined by site provider.</p> <p>No swimming after sunset or before sunrise.</p> <p>No distance swims.</p>	<p>Teachers must accompany students to the swimming area and be present at the swimming area or in the water during the recreational/free swim.</p> <p>During a recreational/free swim, the only acceptable lifeguard certification is NLS.</p> <p>Instructor certification does not meet the safety requirements of the regulation.</p> <p>The minimum ratio of lifeguards (NLS certified) to bathers at the swimming area and in the water is 2:25.</p> <ul style="list-style-type: none"> • If the teacher is NLS certified, he/she may act as one of the two lifeguards, and therefore a third person is not necessary. • 26-100 – 3 lifeguards. If the teacher is NLS certified, he/she may act as one of the three lifeguards, and therefore a fourth person is not necessary. • For every student increment up to 25, an additional lifeguard is required. • Despite the supervision required, the waterfront director (at a camp) shall determine that, where non-

Outdoor Education ***Swimming - Lakes/Ponds/Rivers/Oceans***

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>Swim only in designated area.</p> <p>Students must not retrieve water toys that go outside designated swim area.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	<p>swimmers, mentally or physically handicapped persons or campers under five years of age are using the waterfront area in the camp, additional supervision is provided that, in the opinion of the waterfront director, is adequate having regard to the type and number of children using the waterfront area.</p> <p>In addition to the lifeguards, there must be at least one adult supervisor trained in aquatic emergency procedures.</p> <p>Lifeguard Qualifications Lifeguard must hold a current National Lifeguard Service Certificate.</p> <p>A vehicle for emergency purposes must be accessible.</p> <p>In situations when EMS is not required, or is not readily available, designate a supervisor (e.g., teacher, parent/guardian, or responsible adult) to transport an injured student to hospital. This must not be the supervisor in charge of the trip.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Outdoor Education

Winter Tent Camping

Physical Education Safety Guidelines
Curricular

Winter Tent Camping is not an appropriate activity at the Elementary Curricular Level.

See Outdoor Education - General Procedures

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Determine that all equipment is safe for use. A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be available for all activities/locations. Collect and check all equipment prior to use. Each person must have a whistle or other signalling device. If cooking on stoves, use propane/liquid gas type stoves (1 per 8 students).	Clothing and footwear appropriate to the activities and environmental conditions must be worn. No hanging jewellery. Suitable layers and change of clothing for 1-2 days longer than the number of days of excursion. Layering clothing principles must be taught.	Determine that all facilities are safe for use. Facilities/site must be consistent with age and experience of campers. Washroom facilities should be within walking distance. Alcohol free sanitizer should be available.	This activity page must be presented to the activity provider prior to the activity taking place. The activity provider must meet the minimum requirements listed on this page. Risks involved with the activities must be communicated to parents/guardians with a signed response form from the parents/guardians, giving permission for student to participate. Where the activity takes students off- campus, parents/guardians must be made aware of means of transportation used. Completed medical forms for each participating student must be accessible. Skills must be taught in proper progression. Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none">• UV Rays (e.g. use of hat, sunglasses, sunscreen)• insects (e.g., repellent)	On-site supervision. The ratio of supervision is: <ul style="list-style-type: none">• 1:8 for distant, overnight camping• 1:15 for local, overnight camping A vehicle for emergency purposes must be accessible at base camp. The supervisor in charge of the excursion must designate a responsible adult (e.g., teacher, parent, volunteer) to transport/accompany an injured student to hospital. This must not be the supervisor in charge of the excursion. Teachers/supervisors must have previous winter camping experience.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Each person must have a four-season sleeping bag or equivalent.</p> <p>Each person should have a ground sheet or thermarest/insulation pad for under sleeping bag.</p> <p>Flashlight.</p> <p>Tent heaters are prohibited.</p> <p>An adequate supply of nutritious food which does not require preparation or refrigeration.</p> <p>An adequate supply of safe water.</p> <p>Waterproof matches and/or matches in a waterproof container.</p>			<p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, tornadoes, severe winds, wind chill factor [see Lightning Appendix]).</p> <p>Students must receive instruction in the prevention and treatment of hypothermia/frostbite.</p> <p>Students must be instructed in outdoor winter survival techniques.</p> <p>A systematic pattern for group travel and communication must be established.</p> <p>Length and difficulty of excursion must be commensurate with age and ability of students.</p> <p>Do not travel in darkness except for emergencies.</p>	<p>Filling and lighting camp stoves must be done under constant visual supervision.</p> <p>Saws and camping knives may be used by students under adult supervision following instruction in their use.</p> <p>First Aid Certification: At least one supervisor must have current first aid certification which may be:</p> <ul style="list-style-type: none"> • National Lifeguard Services lifeguard certificate; OR • St. John Emergency First Aid Certificate; OR • St. John Wilderness First Aid; OR • Canadian Red Cross Emergency First Aid OR • Canadian Red Cross Wilderness and Remote First Aid OR • Canadian Ski Patrol First Aid Certificate • Equivalent to any of the above.

Outdoor Education

Winter Tent Camping

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<p>Students must be made aware of expectations as they relate to:</p> <ul style="list-style-type: none">• behaviour• emergency procedures• signal to assemble <p>Teachers/supervisors must use a buddy system to keep track of students.</p> <p>A process for the accounting of students must be in place.</p> <p>Program must be planned in detail with contingency plans for inclement weather.</p> <p>A complete excursion itinerary must be left in the school.</p> <p>Students must not use axes without proper instruction and supervision.</p> <p>No open flame, of any sort, in or near tents.</p> <p>Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use. Court boundary lines must be clearly defined.	Skills must be taught in proper progression. Games must be based on skills taught.	Setting up of equipment requires on-site supervision.
A working communication device (e.g., cell phone) must be accessible.	No jewellery.	A safety procedure must be established for side-by-side courts.	When teaching skills and playing, there must be adequate spacing for each player to make an uninterrupted swing.	On-site supervision during instruction of skills.
Determine that all equipment is safe for use.		Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction.	Students must be taught the code of etiquette for court play.	In-the-area supervision after skills have been taught.
Paddles must be inspected regularly for damage and wear.			Students must be instructed in the safe and correct set up of nets.	
Balls must be appropriate for the ability of the students.			No more than 4 players to a playing area.	
			Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression.	Setting up of equipment requires on-site supervision.
A working communication device (e.g., cell phone) must be accessible.	No jewellery.	Court boundary lines must be clearly defined.	Games must be based on skills that are taught.	On-site supervision during instruction of skills.
Determine that all equipment is safe for use.		A safety procedure must be established for side-by-side courts.	When teaching skills and playing, there must be adequate spacing for each player to make an uninterrupted swing.	In-the-area supervision after skills have been taught.
Paddles must be inspected regularly for damage and to ensure proper grip.		Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction.	Students must be taught the code of etiquette for court play.	
Students wearing eyeglasses are to wear appropriate eye protection (e.g., shatterproof lenses).			Only singles must be played unless a proper doubles court is available.	
Balls must be appropriate for the ability of the students.			No more than four players to a playing area.	
			Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	

Also see *Generic Issues and Introduction to Activity Page Components Sections* to view complete safety requirements.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use. Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction.	Skills must be taught in progression. Games must be based on skills that are taught. Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section). Students must not put any body parts through the hole in the chute.	On-site supervision for students in Grades 4-12. Constant visual supervision with students in Grades K-3.
A working communication device (e.g., cell phone) must be accessible.	No jewellery.			
Determine that all equipment is safe for use.				
Check that the parachute is in good condition (e.g., no tears).				

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use. Court boundary lines must be clearly defined.	Skills must be taught in proper progression. When teaching skills and playing, there must be adequate spacing for each player to make an uninterrupted swing.	Setting up of equipment requires on-site supervision.
A working communication device (e.g., cell phone) must be accessible.	No jewellery.	A safety procedure must be established for side-by-side courts.	Students must be taught the code of etiquette for court play.	On-site supervision during instruction of skills.
Determine that all equipment is safe for use.		Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction.	Only singles must be played unless a proper doubles court is available.	In-the-area supervision after skills have been taught.
Racquets must be regularly inspected for damage and wear.			No more than four players to a playing area.	
Balls must be appropriate for the ability of the students.			Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Suitable for Grades 4-12

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Non-slip or “sticky” yoga mats should be used. Other mats, such as gymnastics mats are suitable.	Comfortable, stretchy clothing should be worn. Bare feet are recommended. Long hair should be pulled back and tied comfortably out of the way. Hair accessories should be suitable to lie on.	Place mats with enough room for peripheral limb movement. Standing surfaces should be level and free from hazards. Appropriate equipment may include small apparatus, such as small balls, large balls, dynabands, fitness circles, foam rollers.	Start with a warm-up to avoid injury. Warm-up should include spinal rotation, shoulder mobilization, flexion and small extension of spine, and hip-opening exercises. Pilates principles of Breath, Fluidity, Centering, Balance, Concentration and Control should be the focus of the workout. 5 Principles of Alignment should be followed: <ol style="list-style-type: none"> 1. Breath - In through nose and out through mouth to create focus and flow. Teach breathing into lungs with-out “heaving” of chest or abdominals. Breath helps recruit core muscles. 2. Pelvis placement - Work in “imprint” when legs are in air or when abdominals are weak or back issues are present. Imprinted spine means whole spine is in contact with mat, no space under low back, pelvis is tilted. Work in “neutral” otherwise, with natural curvature of spine. Hip bones and pubic bone are level, abdominals recruited but not shortened. 3. Rib cage placement - Ribs should always be “connected” with the abdominals, so no popping ribs. Ribs are in line with pelvis in all positions, lying, sitting, standing. 	On-site supervision is recommended following initial skill instruction and after all safety concerns have been emphasized.

Suitable for Grades 4-12

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<ol style="list-style-type: none">4. Shoulder stabilization - In good posture, shoulders are flat on rib cage. Collar bones are level with ground. Good shoulder stabilization releases neck tension and encourages proper firing patterns of the abdominals.5. Head placement - In line with shoulders. At all times avoid neck tension and pain. Can use light support to help strengthen neck muscles. <p>Students should be told that if anything hurts, stop the exercise immediately and ask for a modification or wait for the next exercise.</p> <p>Students should be taught to use their breath and never to hold it.</p> <p>Pilates is intended to strengthen an ideal posture, creating a more injury-resistant body and making the practitioner stronger and more flexible.</p> <p>Pilates is a low rep but perfected execution work out.</p> <p>Teachers should start with the core work and teach stabilization before moving on to peripheral limbs.</p>	

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression.	On-site supervision during instruction of skills.
A working communication device (e.g., cell phone) must be accessible.	No jewellery.	Court boundary lines must be clearly defined.	Games must be based on skills that are taught.	In-the-area supervision after skills have been taught.
Determine that all equipment is safe for use.		A safety procedure must be established for side-by-side courts.	When teaching skills and playing, there must be adequate spacing for each player to make an uninterrupted swing.	
Racquetball racquets must be equipped with a thong that is worn around the wrist.		Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction.	Students must be taught the code of etiquette for court play.	
When playing on an enclosed, regulation court, protective eye gear must be worn.			No more than four players to a playing area.	
Racquets must be inspected regularly for damage and wear.			Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	
Balls must be appropriate for the age and ability of the students.				

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Ringette

Ice

Physical Education Safety Guidelines

Curricular

Ringette on an ice surface is not an appropriate activity at the Elementary (Grades K-8) Curricular Level.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Be aware of students whose medical conditions (e.g., asthma, anaphylaxis, cast, orthopaedic device) may affect participation (see Generic Section).	On-site supervision is required.
A working communication device (e.g., cell phone) must be accessible.	Properly fitting ice hockey skates.	Ice surface must be free from debris and deep ruts.	Parents/guardians must be aware of any off site activity and the mode of transportation.	
Determine that all equipment is safe for use.	No hanging jewellery.	Before ringette on an outdoor ice surface (e.g., lake, pond) contact local authorities for information, to determine with absolute certainty, that the ice is thick enough to be safe for activity.	Skills must be taught in proper progression.	
Goalie must wear: <ul style="list-style-type: none"> • CSA approved hockey helmet and protective mask • catcher/blocker • elbow pads • chest and arm protector • leg pads • cup or pelvic protector 	No rings. No watches.		Games must be based on skills that are taught. No body-contact, stick-on-body contact or stick-on-stick contact.	
Players must wear: <ul style="list-style-type: none"> • CSA approved hockey helmet with face guard • hockey gloves • elbow pads, shin guards • shoulder pads • cup or pelvic protector 			Stick is never above the waist. Penalties for stick infractions must be strictly enforced. Implement a crease for protection of goalie.	

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p>Sticks:</p> <ul style="list-style-type: none"> • use only regulation ringette sticks • check regularly for cracks • Excel Stick is NOT to be used <p>Use a regulation rubber quiot.</p>			<p>No other player or player's stick allowed in crease.</p> <p>Goalie must remain in crease area.</p> <p>Modify the games to suit the ability of students.</p> <p>When using outdoor facilities teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature and wind chill • previous training • length of time students will be vigorously active • protection from UV rays using sunscreen • adequate liquid replacement is accessible <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., frostbite and hypothermia).</p>	

Rugby

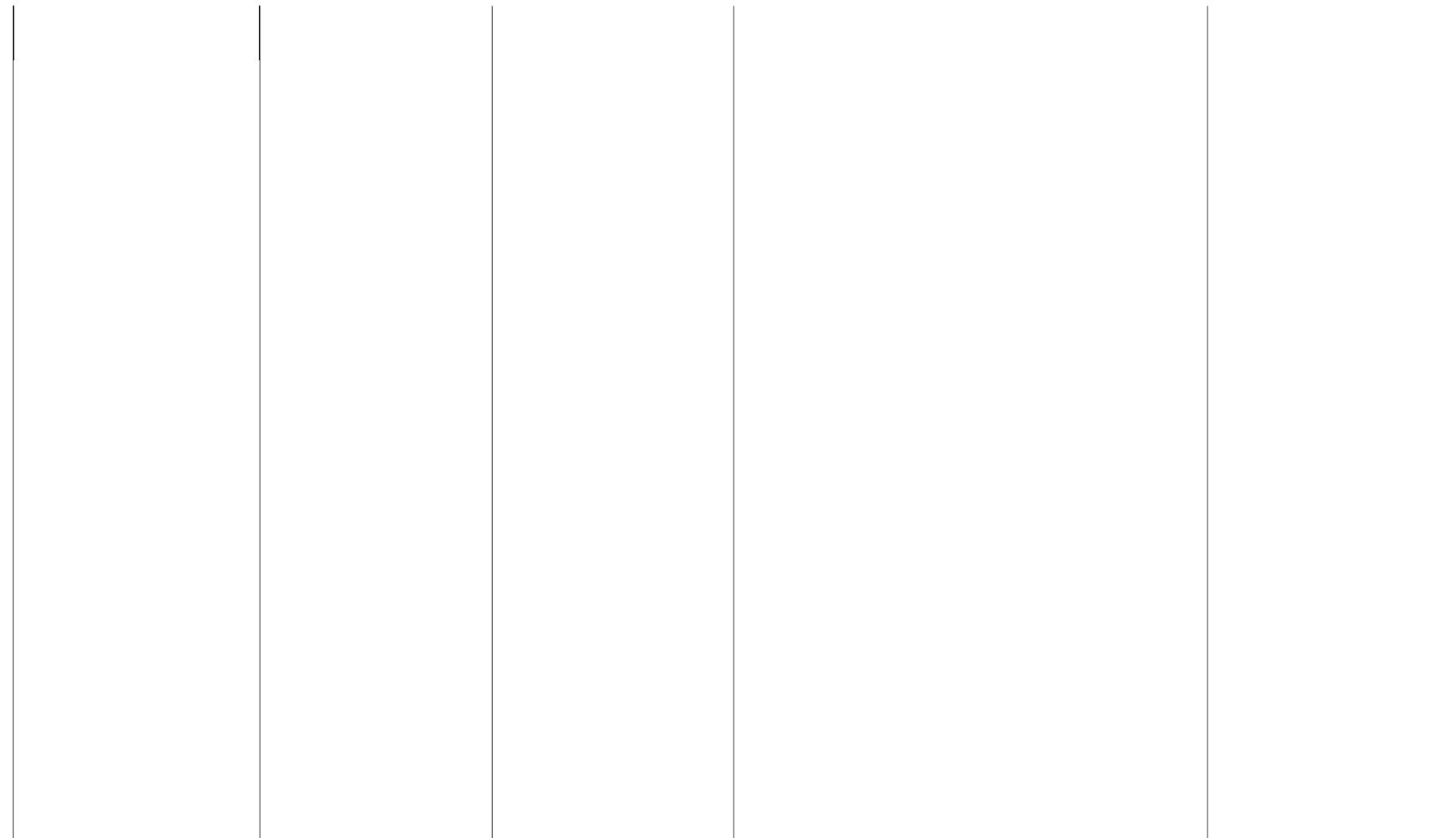
Non-contact

Physical Education Safety Guidelines Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Balls must be appropriate for age of students.</p> <p>Goalposts should be padded if in field of play. Padding must be 1.8m (6') high.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Playing area must be free from debris and obstructions, provide suitable footing and be well removed from traffic areas.</p> <p>Holes and severely uneven surfaces must be brought to the attention of the principal, and students must be made aware of them.</p> <p>Use collapsible flags or soft pylons to mark corners, mid-line and 22m (73') line.</p>	<p>Activities/rules must be modified to the age and ability level of the participants.</p> <p>Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught.</p> <p>The rules of non-contact rugby must be strictly enforced.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	<p>On-site supervision is required.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Tackle Rugby is not an appropriate activity at the Elementary or Secondary Curricular Levels



Scoop Ball

Physical Education Safety Guidelines Curricular

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be accessible. Determine that all equipment is safe for use. Scoops and scoop balls must be in good playing condition (e.g., no cracks and/or chips). Goalies must wear a protective mask in a game situation.	Appropriate clothing and footwear must be worn. No jewellery.	Determine that all facilities are safe for use. Playing area must be free of obstructions (e.g., tables and chairs) and provide sufficient traction.	Skills must be taught in proper progression. Games must be based on skills taught. No intentional contact (e.g., body to body or scoop to body). Stress student responsibility regarding the need for individual space. If goalie is used in a game situation, a crease MUST be implemented. Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	On-site supervision is required.

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Scooter boards must be in good repair (e.g., no cracks, broken-off edges or loose wheels).</p>	<p>Tie back long hair.</p> <p>Appropriate clothing and footwear must be worn.</p> <p>No sock feet.</p> <p>No bare feet.</p> <p>No loose hanging clothing.</p> <p>No hanging jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction.</p> <p>Establish boundaries or use protective mats in order to eliminate protrusions (e.g., handles on stage/storage doors).</p>	<p>Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught.</p> <p>Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>Do not allow standing on scooter boards.</p> <p>Do not allow running and diving.</p> <p>Stress with students that scooter boards are not to be used like skateboards.</p> <p>In relay-type activities, allow room for slow-down or run-off areas.</p> <p>Scooter-to-scooter intentional contact must be discouraged.</p> <p>In scooter-soccer and scooter-hockey, intentional scooter-to-scooter contact and high swings with legs and sticks must be discouraged.</p>	<p>On-site supervision.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

MARTIAL ARTS, WITH THE EXCEPTION OF TAI CHI, ARE NOT APPROPRIATE AT THE ELEMENTARY (Grades K-8) CURRICULAR LEVEL. However, self defense techniques can be taught by qualified instructors, as long as throws and falls are not included in the lessons. For a Martial Arts School Club see Intramurals Martial Arts page.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Loose, comfortable clothing.	Determine that all facilities are safe for use.	Skills must be taught in proper progression.	<u>General Supervision</u> On-site supervision by teacher is required.
A working communication device (e.g., cell phone) must be accessible.	No jewellery.	Clear, smooth level and dry floor surface.	Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	On-site supervision by a qualified self-defense instructor.
Determine that all equipment is safe for use.	Bare feet.	Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction.	Stress importance of anticipation, avoidance of risky situations, self-defense tactics and appropriate aggression.	Qualified instructors in self-defense must deliver the program.
5cm (2") mats, wrestling mats, or mats of equivalent compaction rating are required. (See Gymnastics, general utility mats for specifications).		Surrounding walls must be padded if mat surface is less than 2m (6.6') from wall.	Students must be matched with students of similar weight, height and skill level. During individual or group practice time, no horseplay is allowed.	
Mat surface must be clean and checked frequently for irregularities (e.g., no gaps, overlaps or difference in height when joined).			Where activity takes students off school property, parents/guardians must be made aware of means of transportation used.	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be accessible. Determine that all equipment is safe for use. Poles will be safely stored when not in use. Nets will have no frayed wires. Ball will be appropriate for the age and ability of the students (e.g., foam, rhino skin, haki-sac, a suitable rattan or synthetic Takraw ball) Net heights will be appropriate for age and ability	Appropriate clothing and footwear will be worn. No exposed or hanging jewellery.	Determine that all facilities are safe for use. When poles are removed, floor plugs will be replaced. Playing surface and surrounding areas will be free of all obstacles. Designate an activity boundary area a safe distance from walls.	Skills must be taught in proper progression. Games will be based on skills that are taught. Heading drills are not appropriate for primary grades. Before intermediate/high school students are permitted to head the ball, proper techniques will be taught. Students will be instructed on the safe and correct method of setting up, adjusting and taking down the net.	<u>General Supervision</u> On-site supervision is required during initial instruction of skills. In the area supervision is required after skills have been taught. On-site supervision is required during equipment set up and take down When using volleyball poles, constant visual supervision is required during equipment set up and take down.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Participants must follow rules posted at public/commercial skateboard sites. Safety rules must be clearly outlined to students. Emphasize skateboarding in control at all times. Skills must be taught in proper progression. Activities must be based on skills taught.	On-site supervision. A teacher/supervisor who is providing instruction and is unfamiliar with skateboarding techniques, (e.g., no recent experience), must seek assistance from appropriate support staff and/or refrain from participating in the activity until help is received.
A working communication device (e.g., cell phone) must be accessible.	Suitable footwear: closed, slip-resistant shoes (e.g., running shoes, skateboarding shoes).	Selected site (e.g., playground, nearby park).	All students must participate in a formal lesson, which must include instruction in the proper wearing and use of equipment.	
Determine that all equipment is safe for use.	No sandals. No hanging jewellery.	Public or commercial site must be in good repair.	All skateboarders, regardless of ability, must be given basic instruction in: <ul style="list-style-type: none">• turning• braking• coasting• balancing• using slopes Beginner skateboarders must be allocated their own space.	
Parents/students must be informed that skateboards brought to school must be in good repair.	Correctly fitting helmet designed for skateboarding	Select skateboarding area that is free from traffic and significant inclines.	No audio devices (e.g., CD players, MP3 players, etc.) may be used.	Outside instructor: An outside instructor must have certification or experience in instruction of skateboarding.
When renting/borrowing equipment, skateboard size must be suitable for the user and in good repair.	Elbow pads. Knee pads. Wrist guards.	Skateboarding surface must be dry and free of any obstacles and debris.	Parents/guardians must be informed by letter of any off-school property activity and the means of transportation used.	

Skateboarding

Physical Education Safety Guidelines **Curricular**

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
When skateboarding at a skateboard park or other commercial site, follow required equipment rules.			<p>Parents must be informed of the importance of sun protection.</p> <p>No inversions.</p> <p>In order to skateboard in more challenging areas of the facilities/site, specific instruction must be given (e.g., instruction on half-pipe/terrain park, jumps or ramps, etc. in order to skateboard on same).</p> <p>No hot-dogging.</p> <p>When other classes are outside at the same time during the skateboard lesson, provide for a non-encroachment (buffer) zone between both classes.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none">• temperature• previous training• length of time students will be vigorously active• protection from UV rays (e.g., sunscreen)• insects (e.g., repellents) <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
A fully stocked first aid kit must be readily accessible. If the school is not bringing a first aid kit to the arena, check that the arena has an accessible kit.	Appropriate clothing and footwear must be worn. This includes: <ul style="list-style-type: none">• properly-fitted skates• gloves or mitts If skating outside: <ul style="list-style-type: none">• dress for weather conditions.• inform parents/students of the importance of sun protection.	Determine that all facilities are safe for use. Before skating on outdoor ponds, ice safety must be determined with absolute certainty. Contact local authorities for information. Ice skating surface must be free of obstacles and hazardous cracks.	Parents must be informed, by letter, of their child's involvement in skating and that it may take them off school property. A portion of the ice time must be used for instruction. Implement a process for identification of skating skill levels. Provide ice space for beginner skaters (separate from accomplished skaters) for a period of time. Skills must be taught in proper progression. Games must be based on skills that are taught. Activities must be appropriate to the skill level of the students. Stress skating technique, not speed, in all games, challenges and drills. Students must be made aware of the need for extra caution and control on the ice, including common procedures, such as skating in same direction during a free skate. Tag-type games, racing and “crack the whip” must be avoided.	On-site supervision.
A working communication device (e.g., cell phone) must be accessible.				
Determine that all equipment is safe for use.				
CSA approved hockey helmet				

Skating Ice

Physical Education Safety Guidelines *Curricular*

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>When using outdoor facilities, teachers must take into consideration:</p> <ul style="list-style-type: none">• temperature and wind chill• length of time students will be vigorously active• protection from UV rays using sunscreen• adequate liquid replacement is accessible <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., frostbite and hypothermia).</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>Instruct participants to keep a safe distance from each other (e.g., 2-3m) to prevent interference/tripping one another.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Skiing - Alpine Snowboarding/Snowblading

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn. No long scarves.	Determine that all facilities are safe for use. Only commercially-operated ski facilities with suitable teaching areas (gentle slopes) must be used.	Parents/guardians must be informed by letter of the following: <ul style="list-style-type: none">• activity is taking place off school property• means of transportation• details of the activity• importance of wearing suitable clothing and equipment:<ul style="list-style-type: none">◦ a suitable skiing/snowboarding/snowblading helmet◦ wrist guards for snowboarding• importance of sun protection• the Alpine Skier's/Snowboarder's Responsibility Code	In-the-area supervision is required. <u>Student/teacher Ratios</u> 1:10 Grades 4-6 1:12 Grades 7-9 1:20 Grades 10-12 Primary Chair/T-bar/Rope Supervision: 1 adult on every chair
A working communication device (e.g., cell phone) must be accessible.	No hanging jewellery.			
Determine that all equipment is safe for use.	Long hair must be tied back or tucked in.			
Parents/guardians must be informed of the importance of an annual equipment inspection by a knowledgeable equipment technician.	Clothing must be adequate for winter out-of-doors activity. Parents/Guardians must be informed of the importance of wearing: <ul style="list-style-type: none">• a helmet designed for skiing/snow-boarding• wrist guards for snowboarding	The area must be patrolled by members of a recognized ski patrol. Define skiing area to the students so they are aware of the boundaries for activity.	Review with the students prior to the trip: <ul style="list-style-type: none">• selection of proper clothing for the activity and weather of the day (e.g., no jeans)• importance of rest/breaks during the day and not getting overtired• how to recognize and treat frostbite and hypothermia• no hot-dogging or jumping activities• no inversions (hips must be below head level at all times)• alpine Skier's/Snowboarders Responsibility Code• Lift Use Guidelines Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation. Adequate liquid replacement must be accessible.	Duties of the supervisors must be clearly outlined, including circulating to all hills/terrains that students are using for skiing/snowboarding/snowblading and in the clubhouse facility. A vehicle for emergency purposes must be accessible.
All bindings must be in working order and set to the proper tension.				

Skiing - Alpine Snowboarding/Snowblading

Physical Education Safety Guidelines
Curricular

Not recommended for K-3

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>All bindings must meet with current approved guidelines.</p> <p>Boots and bindings must be thoroughly compatible.</p> <p>When renting equipment, boards, skis and poles of the proper length must be selected for each student. The edges and bases must be in good repair.</p> <p>If equipment is borrowed, bindings must be inspected and adjusted by a knowledgeable equipment technician on-site.</p> <p>When skiing, snowboarding or snowblading in the terrain park helmets must be worn.</p>			<p>All students must be tested and grouped appropriately as determined by a qualified skiing/snowboarding/snowblading instructor.</p> <p>All students must participate in a formal lesson.</p> <p>All skills must be taught in proper progression, based on observed skill levels.</p> <p>Activities/games must be based on the skills that are taught.</p> <p>Students must be taught the importance of controlled skiing/snowboarding/snowblading at all times.</p> <p>Students must ski/snowboard/snowblade in areas identified as appropriate by the qualified instructor.</p> <p>In order to ski/snowboard/snowblade in more challenging areas of the facility/site, specific instruction must be given (e.g., instruction on the mogul hill, instruction on the half-pipe/terrain park) in order to participate on same.</p> <p>When using outdoor facilities, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature and wind chill • previous training • length of time students will be vigorously active • protection from UV rays <p>Instruct participants to keep a safe distance from each other (e.g., 2-3m) to prevent interference/tripping one another.</p>	<p>Designate a supervisor (e.g., teacher or parent) to transport an injured student to hospital.</p> <p>This must not be the supervisor in charge of the trip.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Ropes appropriate for skipping must be used.</p> <p>Ropes of appropriate length for size and ability of students.</p>	<p>No jewellery.</p> <p>Appropriate clothing and footwear must be worn.</p> <p>No bare feet.</p>	<p>Determine that all facilities are safe for use.</p> <p>Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction.</p>	<p>Skills must be taught in proper progression.</p> <p>Games must be based on skills taught.</p> <p>Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect their participation (see Generic Section).</p> <p>Students must be taught safe use of equipment (e.g., no nooses, no swinging over head (e.g., lasso).</p> <p>Students must skip in a space that allows for uninterrupted turning of the rope (e.g., no contact with others or objects).</p>	<p>In-the-area supervision.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Snow Tubing

Physical Education Safety Guidelines *Curricular*

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Parents/guardians must be made aware that snow tubing is an off-site activity and informed of the means of transportation.	In-the-area supervision by teaching staff.
A working communication device (e.g., cell phone) must be accessible.	Clothing suitable for weather conditions. No long scarves.	A commercial site must be used.	Parents and students must be informed of the importance of sun protection.	Site staff in place to supervise: <ul style="list-style-type: none">• the gate at the top• the bottom of the tow lift to hook up tubes• the top of the tow lift to unhook tubes.
Determine that all equipment is safe for use.	Long hair must be tied back.	A designated area must be provided for snow tubing, away from other activities, such as skiing and snowboarding.	Teachers must be aware of students with asthma and other respiratory problems.	
Snow tubes must be provided by the facility.	Teachers must communicate to students and parent/guardians the importance of wearing a CSA approved helmet.	Emergency procedures must be established and communicated to students.		
Students' personal snow tubes cannot be used.	Individual runs must be provided for each snow tube or group of snow tubes to descend at one time.	Site rules must be reviewed with students (e.g., no running up the sliding area, no jumping in front of descending tubes).	Site rules must be reviewed with students (e.g., no running up the sliding area, no jumping in front of descending tubes).	Designate a supervisor (e.g., teacher or parent) to transport an injured student to hospital.
	A controlled, curved run-off at the bottom must allow for proper slowdown of tubes.	Students must receive instruction on the use of snow tubes and lifts prior to use. There must be only one student per tube.	Students must be aware of the boundaries for activity.	This must not be the supervisor in charge of the trip.
				A vehicle for emergency purposes must be accessible.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
		<p>Distance between descending tubes must not present a safety concern.</p> <p>Snow tube runs must be free of obstacles.</p>	<p>Snow tubes must not be removed from the designated area.</p> <p>A safe procedure for moving out of the run-off area must be reviewed with students.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>When using outdoor facilities, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature and wind chill • previous training • length of time students will be vigorously active • protection from UV rays • adequate liquid replacement is accessible <p>Students must receive instruction on symptoms/treatment of frostbite and hypothermia.</p>	<p><i>Supervision</i></p> <p>1:4 Grades K-3 1:10 Grades 4-6 1:12 Grades 7-9 1:20 Grades 10-12</p> <p>A process must be in place by which supervisors can contact students (e.g., check-in time).</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Soccer/Crab-Soccer/Soccer-Baseball Indoor/Outdoor

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Size and weight of soccer ball must be appropriate to the age and skill level of the participants (e.g., size of ball).</p> <p>Up to 10 yrs: size 3 10 – 13 yrs: size 4 13 yrs and older: size 5</p>	<p>Appropriate clothing and footwear must be worn. No jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Playing area must be free from debris and obstructions, provide suitable footing and be well-removed from traffic areas.</p> <p>Holes and severely uneven surfaces must be reported to the principal, and students must be made aware of them.</p> <p>Indoors, keep the gym free of hazards, (e.g., tables, chairs, etc.)</p>	<p>Skills must be taught in proper progression.</p> <p>Game activities must be based on skills that are taught.</p> <p>No slide tackling or tackling from behind.</p> <p>Heading drills are not appropriate for primary grades (Grades K-3).</p> <p>Limit time spent on heading drills (Grades 4-12).</p> <p>If grades 4-12 students are permitted to head the ball in a game, proper heading techniques must be taught.</p> <p>For indoor soccer, a goal crease needs to be established, where no other player except the goalie is allowed.</p> <p>Both portable and permanent goal posts need to be anchored to the playing area in a secure and approved fashion to prevent posts from falling forward.</p> <p>Students are to be instructed not to hang or swing on the posts.</p> <p>Adequate liquid replacement must be accessible.</p>	<p>On-site supervision is required.</p>

Soccer/ Crab-Soccer/ Soccer-Baseball Indoor/Outdoor

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p>Outdoor soccer balls must not be used indoors for games or shooting on goalie, but may be used for indoor drills.</p> <p>Sponge soccer balls or indoor soccer balls are to be used for indoor soccer games.</p>			<p>Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) <p>After use, portable goal posts must be taken apart, removed or secured to a permanent structure.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Softball (i.e., Fast Pitch) is not an appropriate activity at the Elementary or Secondary Curricular Level.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Wooden bats must not be cracked. All bats must have proper grip.</p> <p>Bats must comply with the current Softball Canada rules.</p> <p>Back-catcher must wear shin protectors, chest protectors, and a mask with throat protector.</p> <p>Use a softball that is appropriate to the skill level of the students.</p> <p>The on-deck batter, bat boy/girl, base runners and student base coaches must wear a properly fitting batting helmet with flaps covering both ears.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No jewellery.</p> <p>No cleats.</p>	<p>Determine that all facilities are safe for use.</p> <p>Outdoor playing area must:</p> <ul style="list-style-type: none"> • be inspected regularly for debris and obstructions • provide suitable footing • be well removed from traffic areas • allow for sufficient traction <p>The field of play must never be located near an open roadway onto which an active player might run.</p> <p>If more than one activity is going on, determine that there is a safe distance between the activities.</p> <p>Holes and severely uneven surfaces must be reported to the principal.</p>	<p>Skills must be taught in proper progression.</p> <p>Games must be based on skills taught.</p> <p>Adequate liquid replacement must be accessible.</p> <p>Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) <p>Players must be taught to lay down or drop the bat after hitting, not release it during the follow-through of the swing.</p> <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active 	<p>On-site supervision.</p>

Softball

Lob-ball/Slo-Pitch/Three Pitch

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Determine that bases are suitable and safe for use.</p> <p>Bases must be properly secured.</p> <p>All equipment not in use must be kept out of the practice/playing area.</p> <p>All equipment must be checked regularly to determine that it is in good working order.</p> <p>Where pitching machines are being used, they must be inspected prior to use and be under the direct supervision of a teacher.</p> <p>Student umpire must wear mask and chest pad.</p>		<p>Prior to use, backstops, fences and fields must be checked for hazards. Any hazards found must be reported to students and appropriate officials.</p> <p>Modify the activity to avoid hazards (e.g., mark hazards with cones, cover holes in fence with mat).</p>	<p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>Non-fielding players must be on the bench or in the designated area of bench.</p> <p>To avoid dangers of a slipped bat, non-fielding players must stand well back of the batter's box or behind a screen or fence. (Keep fingers away from screen.)</p> <p>Use a commitment line on third-base line.</p> <p>All plays at home plate must be force plays. No tagging at home plate.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Softball Lead-up Games: Soccer-Baseball/Volley-Baseball/T-Ball

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use. Outdoor playing area must: <ul style="list-style-type: none"> • be inspected regularly for debris and obstructions • provide suitable footing • be well removed from traffic areas. 	Skills must be taught in proper progression. Games must be based on skills that are taught. Adequate liquid replacement must be accessible. Parents and students must be informed of the importance of sun protection and bug repellent (see Appendix A). Fast pitch softball must not be played in class. If an umpire is used, he/she must not be positioned behind home plate. He/she must stand behind the pitcher, behind the screen or outside the baselines. Before involving students in outdoor activity, teachers must take into consideration: <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active 	On-site supervision.
A working communication device (e.g., cell phone) must be accessible.	No jewellery.	The field of play must never be located near an open roadway onto which an active player might run.	Back-catcher must be located a safe distance behind home plate. Back-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. Back-catcher must wear a mask.	
Determine that all equipment is safe for use.		If more than one activity is going on, determine that there is a safe distance between the activities.	Players must be instructed to set down or drop the bat after hitting, not release it during the follow-through of the swing.	
Wooden bats must be uncracked with a proper grip.				
Aluminum bats must have proper grip.				
For soccer-baseball or volley-baseball, do not use a bat.				
Catcher's mask.				
Slo-pitch balls or restricted flight balls only.				

Softball Lead-up Games: Soccer-Baseball/Volley-Baseball/T-Ball

Physical Education Safety Guidelines
Curricular

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
Determine that bases are suitable and safe for use.		Holes and severely uneven surfaces must be reported to the principal, and students must be made aware of them.	To avoid dangers of a slipped bat, non-fielding players must stand well back of the batter's box or behind screen or fence. (Keep fingers away from screen.) No sliding. Use a 'force play' rule at all bases, including home plate. Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Squash is not an appropriate activity at the Elementary (Grades K-8) Curricular Level.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Be aware of students whose medical conditions (e.g., asthma, anaphylaxis, cast, orthopaedic device) may affect participation (see Generic Section).	On-site supervision during instruction of skills.
A working communication device (e.g., cell phone) must be accessible.	No jewellery.	Court boundary lines must be clearly defined.	Skills must be taught in proper progression.	In-the-area supervision after skills have been taught.
Determine that all equipment is safe for use.		A safety procedure must be established for side-by-side courts.	Games must be based on skills taught.	
Racquets must be inspected regularly for damage and wear.		Playing surface and surrounding areas must be free of all obstacles. (e.g., tables, chairs) and must provide sufficient traction.	When teaching skills and playing, there must be adequate spacing for each player to make an uninterrupted swing.	
Protective eye gear must be worn.			Students must be taught the code of etiquette for court play.	
Students wearing eyeglasses must also wear appropriate eye protection (e.g., shatterproof lenses).			Only singles must be played unless a proper doubles court is available.	
Balls must be appropriate for age and ability of students.			No more than four players to a playing area.	

Swimming/Synchronized Swimming Pools

Physical Education Safety Guidelines
Curricular

All pools are governed by the Swimming Pool and Waterslide Regulations, P.E.I. Reg. EC93/01

<http://www.gov.pe.ca/law/regulations/pdf/P&30-12.pdf>

Sections of this regulation have been highlighted, as they are of the utmost importance for the safety of students as they participate in swimming programs.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	No jewellery to be worn other than medical alert jewellery.	Determine that all facilities are safe for use.	Parent/guardian permission forms are required for aquatic activities that occur off school property.	Teacher Supervision On-site supervision is required.
A working communication device (e.g., cell phone) must be accessible.	Suitable swimwear.	Use of school or community swimming pools.	Inform in-charge person on deck of any student with a medical history or any medical problems that may affect the student's safety in water (e.g., diabetes, asthma, heart condition, convulsions, epilepsy, frequent ear infections).	A teacher or other school supervisor must accompany pupils to the pool and be on deck or in the pool.
Determine that all equipment is safe for use.	Device to keep hair from obstructing vision (e.g., elastic).	BACKYARD POOLS MUST NOT BE USED. For pond/lake swimming, see Outdoor Education Swimming – Lakes, Ponds, Rivers.	Emergency procedures must be outlined to students prior to entering the water.	Close and frequent monitoring of change rooms must take place, but not by the lifeguard. Students must ask permission to leave pool area.
Accessibility to standard safety equipment as stated in Prince Edward Island Public Pool Regulations. Of particular note: ring buoys, reaching poles, spinal boards, First aid kit, Emergency phone.		Pool deck must be kept clear of obstacles and excess water.	Students must adhere to the following rules: <ul style="list-style-type: none">• no running or pushing on deck• no gum chewing• no food in pool area	Supervision Ratio for Instructional Swim Instructional swim may include organized games, relays, etc., but CANNOT include an unorganized free swim. There must be a minimum of two certified aquatics instructors on deck or in the pool. Supervision ratio is 2:50, instructors to students, with both instructors certified as outlined below.

Swimming/Synchronized Swimming Pools

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
Electrical equipment (e.g., portable CD players, must be properly grounded).			<ul style="list-style-type: none"> • no diving off deck into water less than 2.8m (9') in depth • no street shoes on deck <p>An initial screening/testing of swimming ability must be done in shallow end.</p> <p>The common facility test to determining swimming ability is to swim two widths continuously without touching the bottom.</p> <p>The results of the swim test must be logged and available to the instructor/lifeguard.</p> <p>Skills must be taught in proper progression.</p> <p>Skill instruction can be followed by skill application (e.g., relay activities, tag games which incorporate skills). This is considered to be part of the instructional program – not free swim.</p>	<p>In situations where there are 51-75 students, an additional certified instructor or lifeguard (NLS) is required. The instructor requires the same certification as listed below.</p> <p><u>Swim Instruction Qualifications</u></p> <p>Both instructors must hold one of the following current certifications:</p> <ul style="list-style-type: none"> • Canadian Red Cross Water Safety Instructor Award; • Lifesaving Society Instructor Certificate plus an Assistant • Lifeguard Certificate; • Lifesaving Society Swim Instructor Certificate plus an Assistant Lifeguard Certificate • YMCA Instructor Certificate; • Prince Edward Island Teachers Aquatic Standard • National Lifeguard Services Lifeguard Certificate (NLS) <p>One instructor must also hold current:</p> <ul style="list-style-type: none"> • National Lifeguard Services Lifeguard Certificate (NLS) OR • Standard First Aid Certificate (e.g., Red Cross, Lifesaving Society, St. John Ambulance, Canadian Ski Patrol) <p>Note: Verified copies of certification must be available in the pool area.</p>

Swimming/Synchronized Swimming Pools

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<p>Showers must be taken before entering the pool.</p> <p>Students with infections, cuts or sores must not be in the pool.</p> <p>During recreational swim, students may not snorkel or use scuba equipment.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	<p>Supervision Ratio for Recreational Swim (Free Swim – No Instruction).</p> <p>Teachers must accompany students to the pool and be on deck or in the pool during the recreational/free swim.</p> <p>According to Prince Edward Island Public Pool Regulations, during a recreational/free swim, the only acceptable lifeguard certification is NLS and shall not be less than 16 years of age.</p> <p>The minimum ratio of lifeguards (NLS certified) to bathers on deck and in the pool is</p> <ul style="list-style-type: none"> • 2:125 (a swimmer/bather is considered to be anyone within 1.8m (6') from the water's edge.) • 0-125 bathers – 2 lifeguards. If the teacher is NLS certified, he/she may act as one of the two lifeguards, and therefore a third person is not necessary. • 126-250 bathers – 3 lifeguards. If the teacher is NLS certified, he/she may act as one of the three lifeguards, and therefore a fourth person is not necessary. <p>Close and frequent monitoring of change rooms must take place, but not by lifeguards.</p> <p>Lifeguard Qualifications: Lifeguard must hold a current National Lifeguard Service Certificate and be at least 16 years of age.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression.	Constant visual supervision during set up and dismantling of tables.
A working communication device (e.g., cell phone) must be accessible.	No hanging jewellery.	Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction.	Game activities must be based on skills that are taught.	On-site supervision during initial instruction.
Determine that all equipment is safe for use.	Students and parent/guardians should be made aware of the importance of eye protection.	There must be room for mobility around tables.	Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	In-the-area supervision after initial instruction.
Regulation size paddles and table tennis balls are required.		Smooth, level and dry floor surface.	Students must be instructed on safe set up and dismantling of tables.	In-the-area supervision during play.
Tables and paddle must be appropriate for age and ability of student.				
Tables and paddles must be in good condition.				

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression.	On-site supervision is required.
A working communication device (e.g., cell phone) must be accessible.	No exposed or hanging jewellery.	Playing surface will provide safe footing and traction and activity area and surrounding area must be free of all obstacles (e.g., tables, chairs)	Game activities must be based on skills that are taught.	
Determine that all equipment is safe for use including the frame and balls.			Forbidden zone will be clearly defined.	
If balls other than tchoukballs are used, check that the ball is suitable for the age and ability of students.			No body contact	
Regulation tchoukball frames will be stored safely when not in use. No homemade equipment.			Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression.	On-site supervision is required.
A working communication device (e.g., cell phone) must be accessible.	No jewellery.	Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction.	Game activities must be based on skills that are taught.	
Determine that all equipment is safe for use.			Be aware of students whose medical conditions (e.g., asthma, anaphylaxis, cast, orthopaedic device) may affect their participation (see Generic Section).	
Ball size must be appropriate for the age and ability of students.			Activities and rules must be modified based on the ability of students and facilities/ equipment available.	
Foam type ball or regulation team handballs are acceptable.			No body contact.	
Regulation team handball nets must be safely stored when not in use.			Crease area must be clearly defined if using a goalie (e.g., full key area).	
Ball hockey nets, pylons, or wall mats can be used for goals.			Only the goaltender is allowed in the crease area.	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn. No hanging jewellery.	Determine that all facilities are safe for use. Playing surface and surrounding areas must be free of obstacles (e.g., tables and chairs) and provide good traction. Court boundary lines must be clearly defined. A safety procedure must be established for side-by-side courts.	Skills must be taught in proper progression. Games must be based on the skills taught. When teaching skills, there must be adequate spacing for each student to make a free and uninterrupted swing. Activities and skills must be modified to the age and ability level of the students. When playing with more than two players on a court, positioning and movements must be taught. The code of etiquette for court plays must be taught (e.g., not entering a court being used). Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section). Adequate liquid replacement must be accessible.	On-site supervision during initial instruction of skills. In-the-area supervision after skills have been taught. On-site supervision during equipment set up and take down.
A working communication device (e.g., cell phone) must be accessible.				
Determine that all equipment is safe for use.				
Racquets must be inspected regularly for damage and to determine proper grip.				
Use racquets that are appropriate to the skill level of the players (e.g., junior racquets).				
Where ball machines are being used, they must be inspected prior to use and be under the direct supervision of a teacher.			Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none"> • UV rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) 	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be accessible. Determine that all equipment is safe for use. Tetherball must be in good repair, with properly working connections at the ball and at the pole. Rope must be in good repair and without excessive fraying. Check pole periodically. A pole with a severe lean or loose at the base must not be used until repaired or replaced.	Appropriate clothing and footwear must be worn. No jewellery.	Determine that all facilities are safe for use. Tetherball pole must be situated away from traffic areas and areas where other games are played (e.g., volleyball, four-square, basketball). Tetherball area must be free of all obstacles and provide good traction.	Skills must be taught in proper progression. Game must be based on the skills taught. Be aware of students whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section). Children require instruction in skills and rules before the game is played. Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none">• UV rays (e.g., use of hats, sunglasses, sunscreen)• insects (e.g., repellent)	On-site supervision is required for set up and instruction. After instruction, in-the-area supervision is required. Tetherball must be set up by an adult or a student under adult supervision.

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Parents/guardians must be made aware of any off school property activity, the means of transportation used and the importance of appropriate clothing and sun protection.	On-site supervision is required.
A working communication device (e.g., cell phone) must be accessible.	Clothing must be appropriate for outdoor activity.	For any site, students must be made aware of the boundaries for activity.	Emergency procedures must be established and communicated to the students.	If dividing class into groups, duties of supervisors for each group must be clearly outlined.
Determine that all equipment is safe for use.	Hat and gloves available for use.	When choosing a site, the following conditions must be taken into consideration: sun, wind, and snow conditions as well as suitability of terrain. An appropriate site must have proximity to warmth and washroom facilities.	Only seated forward or kneeling permitted on toboggans/sleds.	There must be a designated supervisor (teacher, parent or responsible adult) with a vehicle to accompany an injured student to hospital. This must not be the supervisor in charge.
See Appendix A “Parent and Guardian” Letter regarding bringing equipment for use in class.	Check for hanging drawstrings. No loose scarves. Tie up long hair so it can’t get caught.	The hill and run-out section at bottom of hill must be free of obstacles (e.g., trees, exposed rocks, a roadway, railway, or an open creek).	There must be a safe distance between toboggan/sled going down the hill. No overloading of toboggans/sleds.	
Toboggan/sled must be in good repair with no jagged edges.	Parents/guardians must be informed of the importance of wearing a helmet (e.g., skiing and snowboard helmet).	Toboggan/sled on snow.	Establish safe procedure for students to clear bottom area of the slide. Teach students to roll off the toboggan if heading for danger.	
Equipment that is difficult to control must not be used.		Monitor the condition of the slope on a regular basis and if conditions become unsafe, cease the activity.	Teachers must be aware of students with a history of asthma and other respiratory problems.	

Tobogganing/Sledding

Physical Education Safety Guidelines
Curricular

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>Prior to the activity students must be reminded of safe play (e.g., no running up the sliding area, no jumping in front of descending toboggans, no intentional “snowing” of another individual).</p> <p>Teach students to slide down the middle of the sliding area and climb up the sides.</p> <p>Only toboggan or sled in the daylight hours or on well-lit hills.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>When using outdoor facilities teachers must take into consideration:</p> <ul style="list-style-type: none">• temperature and wind chill• previous training• length of time students will be vigorously active• protection from UV rays using sunscreen• adequate liquid replacement is accessible <p>Students must receive instruction on symptoms and treatment of frostbite and hypothermia.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
Non-slip or “sticky” yoga mats should be used. Other mats, such as gymnastics mats are suitable.	Comfortable, stretchy clothing should be worn. Bare feet are recommended for the practice. Long hair should be pulled back and tied comfortably out of the way. Hair accessories should be suitable to lie on.	Standing surfaces should be level and free from hazards.	Beginner postures should be identified as such. Teaching of beginner poses is recommended. If advanced poses are taught, such as inverted postures from the shoulders, head, neck or hands, they should not be taught until students have acquired sufficient skill and core strength as demonstrated in prerequisite postures. Students should be taught to respect their individual limits and should be encouraged to modify or substitute postures with those that offer a similar skill challenge.	On-site supervision is recommended following initial skill instruction and after all safety concerns have been emphasized.

Track and Field

Discus

Physical Education Safety Guidelines Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Discus (e.g., wood/metal and rubber) must be appropriate for the age and gender of the student.</p> <p>Discus must not be cracked, chipped, or otherwise damaged and must be checked regularly.</p> <p>Towel/rag to dry discus.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No hanging jewellery.</p> <p>No track spikes.</p>	<p>Determine that all facilities are safe for use.</p> <p>The throwing area must be free of obstacles and completely closed to traffic (e.g., throwing area initiated in front of baseball backstop, no other activity located in area where discus is taking place).</p> <p>The landing area must be well marked and void of people during the activity.</p> <p>The discus circle/area must provide safe footing.</p>	<p>Skills must be taught in proper progression.</p> <p>Instruction must be given in safety prior to teaching and practice.</p> <p>Adequate liquid replacement must be accessible.</p> <p>Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) <p>Be aware of students whose medical conditions (e.g., asthma, anaphylaxis, cast, orthopaedic device) may affect participation (see Generic Section).</p> <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active 	<p>Constant visual supervision is required.</p>

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>Students not throwing must be behind thrower in a marked off area, minimum 5m (16') away.</p> <p>Instruct students in safe throwing and retrieving procedures.</p> <p>Thrower must never release discus if there is someone in field with their back to him/her.</p> <p>Retrievers must carry disc back.</p> <p>There must be only one throwing area and only one thrower in that area at any one time.</p> <p>Only throwers are allowed to have a discus.</p> <p>Use a towel to dry a wet discus.</p>	

Track and Field

High Jump

Physical Education Safety Guidelines Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Landing Mats The landing surface (excluding the Velcro mat apron around the outside) must be a minimum of 1.5m x 3.6m x .5m (5' x 12' x 20"). There must be one layer of Velcro mats around the three sides with no gaps.</p> <p>Practices and tryouts (whether done in class or outside instructional time); Landing surface must be a minimum of 1.5m x 3.6m x .5m (5' x 12' x 20") and in addition there must be a double layer of Velcro mats along three sides with no gaps.</p> <p>One landing mat, or landing mats in combination, may be used to meet or exceed the above minimum.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No bare feet or socks without shoes.</p> <p>No jewellery.</p> <p>No spikes of any kind.</p>	<p>Determine that all facilities are safe for use.</p> <p>Indoor and outdoor approach area must be smooth, traffic-free and provide good traction.</p>	<p>Skills must be taught in proper progression.</p> <p>Bar monitors must stay in front and off to the side of standards prior to and during each jump.</p> <p>Adequate liquid replacement must be accessible.</p> <p>Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) <p>Stress progressions and techniques rather than competition.</p> <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p>	<p>Constant visual supervision is required.</p> <p>When landing surfaces are set up but not being used, deterrents for use must be in place (e.g., mark perimeter with cones, provide supervision, put mats in storage area, place sign on mats – “Use of mats requires supervision”).</p>

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p>When two mats are placed end to end, use a cover or place a Velcro mat over the gap between landing mats.</p> <p>Two jumping mats used end to end must be of the same thickness.</p> <p>If conducting tryouts/practices during class time, see mat regulations for interschool high jump.</p> <p>Check landing mats regularly for damage.</p> <p><i>Cross Bars</i></p> <p>Do not use metal cross bars.</p> <p>Bamboo poles must be tape wrapped before use.</p> <p>Fibreglass poles are a good alternative.</p> <p>Check bamboo and fibreglass poles for cracks before use.</p> <p>Weighted rope or elastic may be used, rather than a crossbar, for practice.</p>			<p>Stress short, controlled approach (e.g., between three and nine steps).</p> <p>If student is using “back layout”, encourage take off closer to the nearest upright on approach.</p> <p>Determine that landing mats and Velcro mats are firmly secured and do not slide upon impact.</p> <p>It is advisable that any teacher who is unfamiliar with high jump technique seek assistance from appropriate support staff and/or refrain from using the equipment until help is received.</p> <p>High-jump landing surface must not butt up against a wall and must be a minimum of 1m (3'3") from any wall and any other permanent structures.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Track and Field

Hurdles

Physical Education Safety Guidelines

Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use. Area which provides a clear, flat surface.	Skills must be taught in proper progression. Instruct students how to set up hurdles properly, so that knocked hurdles will not resist hurdlers fall. Adequate liquid replacement must be accessible.	On-site supervision is required.
A working communication device (e.g., cell phone) must be accessible.	No spikes of any kind.	Running area must be inspected prior to instruction.	Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none">• UV rays (e.g., use of hat, sunglasses, suscreen)• insects (e.g., repellent) Modify heights and distances to accommodate different ability levels.	
Determine that all equipment is safe for use.			Before involving students in outdoor activity, teachers must take into consideration: <ul style="list-style-type: none">• temperature• previous training• length of time students will be vigorously active	
Use ‘scissor’ hurdles, light hurdles or loose crossbars for classroom instruction.			Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]). Be aware of students whose medical conditions (e.g., asthma, anaphylaxis, cast, orthopaedic device) may affect participation (see Generic Section).	
Check hurdle crossbars for splinters before use.				
Hurdles must be appropriate for the age and gender of the students.				

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Polyurethane “Turbo Javelins” with soft tips or equivalent may be used.</p> <p>Javelin must be appropriate for the age and gender of the student.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No hanging jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>The throwing area must be free of obstacles and completely closed to traffic (e.g., no other activity can be located in the area where javelin is taking place).</p> <p>The landing area must be well marked and void of people during the activity.</p> <p>The run up area must provide safe footing.</p>	<p>Skills must be taught in proper progression.</p> <p>Instruction must be given in safety prior to practice.</p> <p>Adequate liquid replacement must be accessible.</p> <p>Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) <p>Javelins must be carried safely to and from practice/competition area.</p> <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>Establish safe throwing and retrieving procedures.</p> <p>Be aware of students whose medical conditions (e.g. asthma, anaphylaxis, cast, orthopaedic device) may affect participation (see Generic Section).</p>	<p>On-site supervision is required.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Track and Field

Pole Vault

Physical Education Safety Guidelines
Curricular

Pole Vault is not an appropriate activity at the Elementary or Secondary Curricular Level.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills and techniques associated with shot put must be taught in proper progression. Teach only standing shot put technique (no spin).	Constant visual supervision is required.
A working communication device (e.g., cell phone) must be accessible.	Track spikes must not be worn.	Landing area must be well marked and void of people during activity.	Adequate liquid replacement must be accessible.	Following initial instruction, after all safety concerns have been emphasized, on-site supervision is appropriate at the Secondary level.
Determine that all equipment is safe for use.	No jewellery.	Putting area must provide safe footing.	Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none"> • UV rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) Proper warm-ups and cool-downs must be included.	
Only shots designed for indoor use can be used in the indoor program.			Before involving students in outdoor activity, teachers must take into consideration: <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).	
Equipment must be of appropriate size and weight for age and strength of student.			Establish safe routines for putting and retrieving of shots.	
Towel/rag to dry shot.			Establish a safe routine for transporting shots to and from the throwing area.	

Track and Field

Shot Put

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<p>Shots must never be thrown or rolled back to throwing area.</p> <p>Where a protective screen is not in place, students and spectators must be in a designated area at least 4m (13') behind the toe line.</p> <p>It is advisable that any teacher who is unfamiliar with shot put techniques seek assistance from appropriate support staff and/or refrain from using the equipment until help is received.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Track Events
Sprints/ 400m/ 800m/ 1200m/1500m/ 3000m/
Relays

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	The skills and techniques associated with running must be taught in a logical progression. Proper warm-ups and cool-downs must be included in all in-class sessions.	On-site supervision for sprints, relays, hallway and stair running.
A working communication device (e.g., cell phone) must be accessible.	No hanging jewellery.	Outdoor areas designated for running must be clearly marked, away from other activities, checked for hazards, and provide safe footing.	Adequate liquid replacement must be accessible. Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none">• UV rays (e.g., use of hat, sunglasses, sunscreen)• insects (e.g., repellent)	In the area supervision for 400m, 800m, 1500m, and 3000m.
Determine that all equipment is safety for use.	No bare feet.	Determine that all equipment is safety for use. All tracks must be inspected annually and maintained as necessary.	Indoor Running use of hallways: No running to 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 10m (33') or more. All classroom doors that open out have to be secured open, flush with hall wall.	
Plastic or aluminum relay batons.			Where school hallways or stairways are used for training purposes, appropriate safety measures must be in place: <ul style="list-style-type: none">• Doors must not be opened into running area;• Hallway protrusions must be clearly marked;• Inform school community of times and locations of indoor practices;• Hall double doors have to be secured open;• Monitors must be positioned at corners;• Floor surface must be dry and provide good footing.	
Check batons for cracks or splinters.				
Check safety of starting blocks if they are used.		“Blacktop” strips and open fields may be used if areas are suitable, smooth, clean, level and provide safe footing. Run-out areas must be in place for all running events.		

Track Events

Sprints/ 400m/ 800m/ 1200m/1500m/ 3000m/

Relays

Physical Education Safety Guidelines

Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
		School halls. School stairways.	<p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none">• temperature• previous training• length of time students will be vigorously active <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>Distance of run must be modified to be appropriate to the age and ability level of the participant. Also take into account:</p> <ul style="list-style-type: none">• temperature of the day• previous training and length of preparation <p>When running above distances in practice, students may be temporarily out of sight and must run in pairs or groups.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Track and Field ***Triple Jump/Long Jump***

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Rake.</p> <p>Shovel or spade.</p> <p>Keep rakes, shovel and spade away from pit and run-up when not in use.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No bare feet.</p> <p>Suitable clothing and footwear.</p> <p>No hanging jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Pits must be situated away from high- traffic areas and other activity sites (e.g., ball diamonds).</p> <p>Pit width minimum is 1.8m (6') and long enough to accommodate the longest jumper for the long jump. There must be a minimum of 0.5m (1'6") between take-off board and front edge of pit.</p> <p>For triple jump, determine that the take off areas are at an appropriate distance from the pit to allow for a safe landing on the second phase (step).</p> <p>Landing area must be soft and deep with no foreign objects.</p>	<p>Skills must be taught in proper progression (e.g., short five step approach and build up to 15-17 step approach).</p> <p>Refrain from jumping if there are slippery conditions.</p> <p>Adequate liquid replacement must be accessible.</p> <p>Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) <p>If students are rakers, they must be trained. As part of training, include rules such as:</p> <ul style="list-style-type: none"> • remove rake before next competitor begins approach and hold rake prongs downward • begin raking after competitor is out of pit • rake sand into the middle as opposed to out to the sides <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p>	<p>Constant visual supervision during initial lessons.</p> <p>On-site supervision after skills have been taught.</p>

Track and Field

Triple Jump/Long Jump

Physical Education Safety Guidelines
Curricular

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
		<p>Pit must be filled with sand to a minimum depth of 30cm (12").</p> <p>Dig pit at least once a season and after heavy rainfall.</p> <p>Take off area must be firm and flat and swept if 'blacktop'.</p>	<p>Be aware of students whose medical conditions (e.g., asthma, anaphylaxis, cast, orthopaedic device) may affect participation (see Generic section).</p>	

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Suitable footwear (e.g., flat-soled athletic shoes) and clothing.	Determine that all facilities are safe for use.	Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section). Parents/guardians must be made aware of any off-school property activity and the means of transportation used.	Constant visual supervision for team tug of war activities. On-site supervision for initial instruction involving pairs.
A working communication device (e.g., cell phone) must be accessible.	Long-sleeved shirts must be worn.	Outdoor grass area minimum 8.0 m by 40 m.	Skills must be taught in proper progression.	The teacher/supervisor acts as: <ul style="list-style-type: none">• referee• timer• overseer of activity to determine participants in distress and acts accordingly
Determine that all equipment is safe for use.	No cleats. No spikes.	The pulling area must be a flat, level surface free of debris and water.	Tugging competitions must be based on skills that are taught.	Ratios 1 referee: each pull 1:16 teacher to student
Manila Hemp Tug of War rope or equivalent must be used: <ul style="list-style-type: none">• minimum 32mm (1.3") in diameter• minimum 33m (109') length	No jewellery including watches.	The playing area must be outlined with Tug of War markings.	Maximum number of participants on each team: 8.	One teacher/supervisor for each poll.
Ropes must be regularly checked for splinters and severe wear.	No gloves allowed.	No indoor facilities can be used for tug of war. The exception is a commercial Tug of War indoor facility.	Follow and enforce the rules in the official Tug of War Rule Book (www.tugofwar.ca). When selecting teams, consideration must be given to students' age, weight, height, gender, fitness level and experience.	Any teacher who is unfamiliar with Tug of War techniques must seek assistance from appropriate support personnel and/or refrain from teaching until help is received.
Stopwatch.			Students must participate in appropriate warm-up that includes aerobic warm-up and stretches.	
Whistle.			Students must be informed to never wrap the rope around waist or wrist or pull it under/through clothing.	

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<p>No knots or loops are to be made in the rope, nor must it be locked across any part of the body of any team member.</p> <p>At the start of a pull, the rope must be taut with the centre rope marking over the centre line marking on the ground.</p> <p>Every pulling member must hold the rope with the palms of both bare hands facing up. The rope will pass between the body and the upper part of the arm.</p> <p>For the end puller/anchor, the rope passes alongside the body, diagonally across the back and over the opposite shoulder from rear to front. The remaining rope passes under the armpit in a backward and outward direction and the slack runs free. The anchor then grips the standing part of the rope by the ordinary grip (e.g., the palms of both hands facing up, with both arms extended forward).</p> <p>Inform students that there is the potential for rope burns.</p> <p>To reduce the risk of rope burns:</p> <ul style="list-style-type: none">• grip the rope only hard enough to stop it from slipping• momentarily wiggle fingers without letting go of the rope	

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<ul style="list-style-type: none"> • if arms tire, momentarily squeeze rope under armpit <p>Participants must be instructed in proper foot positioning and foot work.</p> <p>Instruction must be given in the likelihood of a fall and in recovery techniques.</p> <p>Maximum time for each pull is one minute.</p> <p>Teachers must be aware of the weather forecast. Pulling must be cancelled in adverse conditions.</p> <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lighting Appendix]).</p> <p>Before involving students in outdoor activity, teacher must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active <p>Teacher must inform students of the importance of:</p> <ul style="list-style-type: none"> • wearing sun protection • applying insect repellent • ingesting liquid replacement <p>Allow teams sufficient time to physically recover after each pull (minimum of one to two minutes is required).</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be accessible. Determine that all equipment is safe for use. Disc must be appropriate for the level of ability of students and the wind conditions of the day, (e.g., soft [cloth] disc, heavy discs). Discs must be inspected for cracks or spurs.	Appropriate clothing and footwear must be worn. No jewellery.	Determine that all facilities are safe for use. Outdoor playing area must: <ul style="list-style-type: none">• be inspected regularly for debris and obstructions• provide suitable footing• be well removed from traffic areas. Holes and severely uneven surfaces must be addressed and reported to the principal/appropriate official. Students must be made aware of these surface problems. Goal posts should be padded if in field of play. Indoors, keep gym free of hazards (e.g., tables, chairs, pianos).	Skills must be taught in proper progression. Game activities must be based on skills that are taught and wind conditions. No intentional body contact. Adequate liquid replacement must be accessible. Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none">• UV rays (e.g., use of hat, sunglasses, sunscreen)• insects (e.g., repellent) The number of games played in one day must not present a safety concern. Before involving students in outdoor activity, teachers must take into consideration: <ul style="list-style-type: none">• temperature• previous training• length of time students will be vigorously active. Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]). Any exposed orthopedic apparatus, which presents a safety concern to other players, must be soft or padded. Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	On-site supervision for initial instruction followed by in-the-area supervision (intermediate and senior). On site supervision for elementary.

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression. Games must be based on skills that are taught.	Constant visual supervision if students are setting up or putting away net poles.
A working communication device (e.g., cell phone) must be accessible.	No jewellery.	Beach or grass volleyball courts must provide safe footing.	Drills must be organized so as to minimize the risk of being hit with an errant ball.	
Determine that all equipment is safe for use.	No bare feet on sand on courts unless they have been raked and inspected prior to use.	Beach volleyball courts must have sufficient depth of sand so that there are no bare or hard dirt surfaces.	Activities/rules must be modified to the age and ability level of the participants.	On-site supervision.
Poles must be safely stored when not in use.			Students must be instructed in the safe and correct method of setting up and taking down of nets (e.g., standing on chair).	
Nets must have no frayed wires.			If using an antenna, the bottom must be flush with the net.	
Ball must be appropriate for age and ability of students.		Playing surface and surrounding areas must be free of obstacles.	When poles are not padded, activities must be modified so that poles do not present a safety hazard.	
For portable systems with guide ropes, clearly identify ropes with markers (e.g., tape, pylons).		No timber borders.	Students must be made aware of boundary ropes if used.	
			Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none">• UV rays (e.g., use of hat, sunglasses, sunscreen)• insects (e.g., repellent) Adequate liquid replacement must be accessible.	
			Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none">• temperature• previous training• length of time students will be vigorously active <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Poles must be safely stored when not in use.</p> <p>Nets must have no frayed wires.</p> <p>Ball must be appropriate for age and ability of students.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and must provide sufficient traction.</p> <p>When volleyball poles are removed, floor plugs must be replaced.</p>	<p>Skills must be taught in proper progression.</p> <p>Game activities must be based on skills that are taught.</p> <p>Drills must be organized so as to minimize the risk of being hit with an errant ball.</p> <p>Diving must not be included as part of an in-class program.</p> <p>Activities/rules must be modified to the age and ability level of the participants.</p> <p>Students must be instructed in the safe and correct method of setting up and taking down of nets (e.g., standing on chair).</p> <p>Do not allow students to climb up the pole to attach net.</p> <p>If using antennae, the bottom must be flush with the net.</p> <p>When poles are not padded, activities must be modified so that poles don't present a safety hazard.</p> <p>When facility does not allow for safe play (e.g., poles on sidelines adjacent to walls) modify rules appropriately.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	<p>On-site supervision.</p> <p>Constant visual supervision if students are setting up or putting away nets and poles.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Secondary (Grades 9-12) Only

See Fitness Activities and Intramural Appendix H: Safety in Weight Training Rooms/Fitness Centers

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression. Equipment use must be based on skills that are taught.	On-site supervision is required for initial instruction and use of free weights and weight machines.
A working communication device (e.g., cell phone) must be accessible.	No jewellery.	Weight room must be locked when unsupervised. Floor surface must not allow weights to slide or slip.	Be aware of students whose medical conditions (e.g., asthma, anaphylaxis, cast, orthopaedic device) may affect participation (see Generic Section). All students must be instructed in the proper lifting techniques and safety procedures (e.g., spotting).	In-the-area supervision is required, following instruction on safe use.
Determine that all equipment is safe for use.		To provide free flow of motion, allow adequate space between weight-training activities.	Skills and procedures must be reviewed regularly. Adequate storage for free weight plates must be in place.	Any teacher who is unfamiliar with the use of fitness equipment and disciplines must: <ul style="list-style-type: none">• seek assistance from appropriate support personnel, and/or• refrain from teaching until help is received, and/or• acquire Canadian Fitness Standard certification or equivalent
All equipment must be checked before use and repaired as necessary.		Playing surface and surrounding areas must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction.	Free-weight plates must be secured in place before using. All programs must be individualized. A buddy system must be used when lifting free-weights over body.	
A process must be established where equipment needing repair is identified and removed from use.				

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
Place a utility mat directly below high apparatus (e.g., chinning board).		Weights must not slide or slip on floor surface.	<p>Where weight training activities constitute the main part of the lesson, a proper warm-up and cool-down must be done.</p> <p>Stress correct body alignment for injury prevention.</p> <p>Liquid replacement must be available.</p> <p>Students must be instructed on rules and gym etiquette for weight training.</p> <p>A process must be developed to regularly disinfect equipment.</p> <p>There is a minimum of 2 students in the fitness room at any one time.</p>	<p>Note: Intramural/Club situations require in-the-area supervision with a trained monitor on site.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

The following White Water Activities are not appropriate at the Elementary or Secondary Curricular Level:

- White Water Canoeing
- White Water Kayaking
- White Water Rafting

The exception is Canoeing - Moving Water. See specific activity page.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Wrestling mats or general utility mats must be used:</p> <ul style="list-style-type: none"> • cross-link foam 5cm (2") • open cell foam 5cm (2") • polyurethane 5cm (2") • dual-density 5cm (2") • mats of equivalent compaction rating, as determined by manufacturer <p>No gaps between mats.</p> <p>Wrestlers with orthodontic devices must wear appropriate mouth protection.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No jewellery.</p> <p>Socks, bare feet or wrestling shoes (no sharp edges, lace tips on shoes).</p> <p>Glasses not to be worn.</p>	<p>Determine that all facilities are safe for use.</p> <p>Mat surfaces must be checked regularly for irregularities and be clean.</p> <p>Allow suitable clearance from the edge of wrestling area to surrounding walls.</p> <p>Surrounding walls must be padded if clearance from mat surface is less than 2m (6'6").</p> <p>Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction.</p>	<p>Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught.</p> <p>Students must wrestle with partners of similar weight, strength and ability.</p> <p>Warm-up activities must emphasize conditioning and flexibility.</p> <p>Rules and illegal moves must be outlined.</p> <p>Students must not act as referees.</p> <p>Maximum time limit of 2 minutes per round and one round/match.</p> <p>Only “down” wrestling permitted.</p> <p>Make students aware of the importance of keeping fingernails and toenails closely trimmed.</p> <p>All infections, burns and open cuts must be covered.</p> <p>Students with communicable skin conditions must not participate in contact wrestling (e.g., impetigo).</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p>	<p>On-site supervision is required.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Appendices

Dear Parent/Guardian:

Physical activity is essential for normal, healthy growth and development. Growing bones and muscles require not only good nutrition, but also the stimulation of vigorous physical activity to increase the strength and endurance necessary for a physically active lifestyle. Active participation in **physical education** classes, which includes games, dance, gymnastics, and outdoor pursuits, provides opportunities for students to develop the skills and confidence necessary to play and work co-operatively and competitively with their peers.

In this section, individual schools should highlight various curricular physical education topics at the primary, junior, and intermediate levels. Be sure to identify unique programs which take students into the immediate community (e.g., in-class cross-country running and skating.)

Students will also have opportunities to participate in **co-curricular intramural** and **club** activities that may include, but are not limited to, ball hockey, volleyball, basketball, and badminton.

In this section, schools should identify examples of intramural activities which may be offered to students during the school year.

In the interest of safety, students must:

1. For physical education classes and intramural activities: wear appropriate attire for safe participation (e.g., t-shirt, shorts or track pants). Running shoes that provide good support and traction are a minimum requirement.
2. For physical education classes: hanging jewellery (e.g., necklaces, hoop earrings) must not be worn. In some activities (e.g., tag games), no jewellery can be worn. Jewellery which cannot be removed must be taped or covered.

In the interest of safety, we strongly recommend:

1. Students have an annual medical examination.
2. Students bring emergency medications (e.g., asthma inhalers, epinephrine pen) to all curricular and co-curricular physical activities.
3. Students remove eyeglasses during physical activity, physical education classes and intramurals. If eyeglasses cannot be removed, the student must wear an eyeglass strap or shatterproof lens.
4. Students wear/apply environmental protection for all outdoor activities (e.g., sunscreen, hat, insect repellent).
5. A safety inspection is carried out at home of any equipment brought to school for personal use in class, or in intramural/club activities (e.g., skis, skates, helmets).

With regard to the physical education class program and intramurals/clubs, please complete the medical information overleaf and have your child/ward return it to his/her teacher.

Appendix A

Sample Letter to Parents/Guardians

Physical Education Safety Guidelines
Curricular

MEDICAL INFORMATION FORM - PHYSICAL EDUCATION AND INTRAMURALS/CLUBS

Name of Student _____ Grade _____ Name of Teacher _____

1. Please indicate if your son/daughter/ward has been subject to any of the following and provide pertinent details: epilepsy, diabetes, orthopaedic problems, heart disorders, asthma, allergies: _____
head or back conditions or injuries (in the past two years): _____
arthritis or rheumatism; chronic nosebleeds; dizziness; fainting; headaches; dislocated shoulder, hernia; swollen, hyper-mobile or painful joints; trick or lock knee: _____
2. What medication(s) should your son/daughter/ward have on hand during the physical activity? _____
Who should administer the medication? _____
3. Has your son/daughter/ward been identified as anaphylactic? Y____ N____ If yes, he/she carry an epinephrine auto injector (e.g., EpiPen®)? Y____ N____
4. Does your son/daughter/ward wear a medical alert bracelet? Y____ N____ A neck chain? Y____ N____ Carry a medical alert card? Y____ N____
If yes, please specify what is written on it: _____
5. Does your son/daughter/ward have any other relevant medical condition that will require modification to the program?

ELEMENTS OF RISK NOTICE-- *The risk of injury exists in every athletic activity. However, due to the very nature of some activities, the risk of injury may increase. Injuries may range from minor sprains and strains to more serious injuries. These injuries result from the nature of the activity and can occur without fault on either the part of the student, the school board or its employees/agents or the facility where the activity is taking place. Some class/intramural/club activities that are identified as having the potential for more serious consequences are: alpine skiing/snowboarding, broomball (ice), cheerleading (acrobatic), field hockey, field lacrosse, gymnastics, ice hockey, ringette (ice), swimming, wrestling, and/or field events: high jump, shot put. The safety and well-being of students is a prime concern and attempts are made to manage, as effectively as possible, the foreseeable risks inherent in physical activity. Please call the school to discuss safety concerns related to any physical activity in which your child/ward is participating.*

INTRAMURAL/CLUB ACTIVITIES PERMISSION/ACKNOWLEDGEMENT OF RISK

I give permission for my child/ward _____ to participate in intramural/club activities. I acknowledge the information related to the elements of risk.

Parent/Guardian Signature: _____ Date: _____

Any use or disclosure of personal information will be in accordance with the Freedom of Information and Protection of Privacy Act, R.S.P.E.I. 1998, C.I - 15.01

The following are sample first aid kits. Having a first aid kit on-site and accessible is essential no matter what activity you are involved in; being prepared with the necessary supplies will increase the likelihood of a safer activity. The Basic First Aid Kit is the minimum recommended for elementary schools while the Athletic First Aid Kit should be considered for intermediate and senior high schools. These lists are not meant to be all-inclusive, but are meant to provide an idea of the variety of supplies that are needed depending on the athletic activities involved and the number of participants. Quantities of items are kept small to ensure that the kit is not over-packed; however, these supplies must be replaced and the kit restocked after each use.

Basic First Aid Kit		Athletic First Aid Kit	
Antibiotic Ointment	1	Knuckle Bandaids	25
Antiseptic Towelettes	20	Regular Bandaids	25
Sting Stop Swabs	6	Coverstrips (Steri-Strips)	2 pk.
Bandaid Butterfly Closures	5	Alcohol prep pads	10
Fingertip Bandages	20	Sterilized Tongue Depressors	10
Strip Bandages	50	Plastic Ice Bags	10
Compress 4" x 4" Sterile	1	Black-handled Utility Scissors	1 pr.
Compress 6" x 4" Sterile	2	5.5" Bandage Scissors	1 pr.
Pressure Bandage w/ Ties	1	Shark Tape Cutters	1 pr.
Gauze 2" x 2" Sterile	5	Disposable Penlight	1
Gauze 4" x 4" Sterile	5	Powdered Latex Gloves (M)	2 prs.
Roll Gauze 4' x 4.5' YD	2	Athletic Tape 1.5" x 5 YD	5 rolls
Triangular Bandages	6	Pro-Wrap (Underwrap Foam)	2 rolls
Tensor 3" x 5 YD	1	Heavyweight Tape 3" x 5 YD	2 rolls
Tensor 6" x 5 YD	1	4" width Tensor Bandages	2
Large Latex Gloves	2 prs.	Triangular Bandages (Slings)	3
7 1/2" Bandage Scissors	1 pr.	3" width Rolled Kling Gauze	2 rolls
4 1/2" Tweezers	1 pr.	Sterilized 3 x 3" Gauze Pads	10
Abdominal Pad 5" x 9"	1	Foam 3 x 3" Heel & Lace Pads	20
Trainer's Tape 1 1/2 x 15 YD	1	Moleskin 3" x 16"	1 sheet
Bleached Tape 1" x 5 YD	1	Adhesive Felt 4" x 5.5" x 1/8"	2 sheets
First Aid Pocket Guide	1	Adhesive Foam 4" x 6" x 1/8"	2 sheets
CPR Barrier	1	Tuf-Skin 40oz. can	1
Instant Cold Pack	2	Skin-Lube 2.75 oz. tube	1
Instant Warm Pack	2	Savlong Germicide 100ml	1
Assorted Safety Pins	12	Tiger Balm 3 oz. jar	1
		Nailclippers	1
		Safety Pins - Assorted Sizes	10
		Disposable Razor	1
		Pad of Paper and Pen	1
		Instant Cold Pack	1

Appendix C

Emergency Action Plan

Physical Education Safety Guidelines
Curricular

Given that there is an element of risk in all physical activity, an encounter with an injury or medical condition is highly possible. Recognizing this fact, it is necessary to establish a plan of action. The key to the Emergency Action Plan is getting professional care to the injured/ill student as quickly as possible. For that to happen efficiently and effectively, you must be prepared with an Emergency Action Plan. The following is a sample.

SAMPLE EMERGENCY ACTION PLAN

A. Preparation

You should know the following information:

1. Location and access to the first aid kit.
2. Location and access to a telephone.
3. Emergency telephone number of ambulance and hospital (911).
4. Directions and best access routes to the nearest hospital.
5. The whereabouts of a suitable and available means of transportation.
6. Identity of students with medical conditions (e.g., asthma, life-threatening allergies, diabetes).
7. Location of medication (e.g., epinephrine auto injector, asthma reliever, etc.).
8. Emergency communication procedures (e.g., cellular phone) for off-site activities.

B. When an injury/medical condition occurs:

1. Initially, when coming in contact with the injured/ill student, take control and assess the situation. Exercise universal pre cautions related to blood/bodily fluids (see Appendix J).
2. Keep in mind the cardinal rules of injury care:
 - DO NOT MOVE THE INJURED STUDENT.
 - IF A STUDENT CANNOT START A MOVEMENT BY HIMSELF/HERSELF, DO NOT MOVE THE BODY PART FOR HIM/HER.
3. Stay calm. Keep an even tone in your voice.
4. Instruct any bystanders to leave the injured/ill student alone.
5. Do not remove the student's equipment if there is a risk of further injury.
6. Evaluate the injury/condition. Once you have assessed the severity, decide whether or not further assistance is required or medication is needed.
7. Administer medication as per Board Policy.
8. If an ambulance is not needed, then decide what action is to be taken to remove the injured/ill student from the playing surface.

9. If an ambulance is required:
 - Request assistance from the other person (e.g., teacher/administrator/parent).
 - Have this person call 911 with the following information:
 - the nature of the emergency;
 - the location and closest cross-streets; and
 - the telephone number from where you are placing the call;
 - Have the other person report back to the in-charge person to confirm that the call was made and give the estimated time of ambulance arrival; and
 - Go to the access entrance and wait for the ambulance.
10. Once the call has been placed, observe the student carefully for any change in condition and try to reassure him/her until professional help arrives.
11. Do not be forced into moving the student unnecessarily.
12. For conditions other than diabetes, do not provide the injured student with food or drink.
13. When ambulance attendants arrive, inform them of what happened, how it happened and what you have done. If aware, you can inform them about any medical-related problems or past injuries of the participant.
14. The in-charge person or a designated adult should accompany the injured student to the hospital to help reassure the student and give the relevant medical history and injury circumstances to the physician.
15. The parents/guardians of the injured/ill student must be contacted as soon as possible.
16. Complete a School Incident Report Form and file with the appropriate school board official and school administrator.

Appendix D-1

Physical Activity and Sport-Related Concussion

Physical Education Safety Guidelines
Curricular

Common Symptoms and Signs of Concussion

It is important to know that an athlete does not need to be “knocked out” (lose consciousness) to have had a concussion. After the concussion, the student may experience many different kinds of symptoms and it is important to remember that some symptoms may appear immediately and others later. Students may be reluctant to report symptoms of concussion because of a fear that they will be removed from the activity, or jeopardize their status on a team or in a game. But it is important to consider the permanent repercussions of a concussion. Without proper management, a concussion can result in permanent problems and even death. Concussion should be suspected in the presence of any one or more of the following symptoms and signs:

Thinking Problems	Student Complaints	Other Problems
<ul style="list-style-type: none">• Does not know time, date, place, class, type of activity in which he/she was participating• General confusion• Cannot remember things that happened before and after the injury• Knocked out	<ul style="list-style-type: none">• Headache• Dizziness• Feels dazed• Feels “dinged” or stunned; “having my bell rung”• Sees stars, flashing lights• Ringing in the ears• Sleepiness• Loss of vision• Sees double or blurry• Stomach ache/pain/nausea	<ul style="list-style-type: none">• Poor coordination or balance• Blank stare/glassy-eyed• Vomiting• Slurred speech• Slow to answer questions or follow directions• Easily distracted• Poor concentration• Strange or inappropriate emotions (e.g., laughing, crying, getting mad easily)• Not playing as well

Note: All students need to consult a physician after a suspected concussion.

Concussion - Initial Response

1. If there is a loss of consciousness, initiate Emergency Action Plan and call 911. Assume there is a possible neck injury and, *only if you have been trained* immobilize the student before ambulance transportation to hospital. Do not remove athletic equipment (e.g., helmet).
2. If there is not a loss of consciousness, but a concussion is suspected due to a direct blow to the head or a major physical trauma to other parts of the body (causing a whiplash effect on the head and neck):
 - remove the student from the current activity or game;
 - do not leave the student alone;

- monitor signs and symptoms;
- do not administer medication; and
 - i. the student needs to be evaluated by a medical doctor;
 - ii. the student must not return to play in the game or practice that day;
 - iii. inform the parent/guardian about the injury and of the importance of an evaluation by a medical doctor.

How long does it take for the student to get better?

The signs and symptoms of a concussion often last for 7–10 days, but may last much longer. The exact length of this period is unclear, but the brain temporarily does not function normally and, during this time, it is more vulnerable to a **second head injury**. In some cases, students may take many weeks or months to heal. Significant cognitive symptoms may result from concussion, including; poor attention and concentration, reduced speed of information-processing and impaired memory and learning. There may also be a significant negative effect on educational and social attainment, as these functions are critical for learning new skills and attending to schoolwork.

Physician Visit #1

If NO CONCUSSION is determined by a doctor:

Using the ‘Request to Resume Physical Education Activities: Concussion-Related Injuries Form’:

- Doctor checks the box ‘**No Concussion - student may return to:**’ plus the other appropriate activity box and signs and dates the form.
- Student returns the completed form to teacher in order to be allowed to participate in physical education activities/intramural clubs and activities.

Note: Teacher files the completed form from the doctor.

If CONCUSSION is determined by a doctor:

Using the ‘Request to Resume Physical Education Activities: Concussion Related Injuries Form’:

- Doctor checks the box ‘**Concussion - no activity until symptoms and signs have gone**’ and signs and dates the form.
- Student returns the completed form to teacher to be informed that the student is not to participate in any vigorous activities until symptoms and signs are gone.
- Form is returned to the student as form is to be used for the parent permission and second doctor assessment.

The student and parents/guardians monitor symptoms and signs of a concussion. It is very important that a student not do vigorous physical activity if he/she has any signs or symptoms. The ‘return to play’ process is gradual and must follow the steps as outlined below. **Note: Each step must take a minimum of one day.**

Appendix D-1

Physical Activity and Sport-Related Concussion

Physical Education Safety Guidelines
Curricular

If symptoms or signs of the concussion return (e.g., headache, feeling nauseated) either with activity or later that day, the student needs to rest for 24 hours, and return to the previous step. A student should **never** return to play if symptoms persist.

After an initial short period of rest of 24-48 hours, a student can begin stage 1.

Step 1: light cognitive and physical activity can begin, as long as these don't worsen symptoms.

Step 2: Light aerobic exercise, such as walking or stationary cycling, for 10-15 minutes, no resistance training.

Using the '**Request to Resume Physical Education Activities: Concussion-Related Injuries Form**':

- the parent/guardian signs and dates the form to give permission for the student to proceed to **Step 3**.

Step 3: Sport-specific exercise (e.g., ball drills, shooting drills) with no contact for 20-30 minutes. No resistance/weight training.

Step 4: "In class" physical education activities/intramural activities/clubs in which there is no opportunity for contact (e.g., fitness activities, dance, badminton, volleyball). May add light resistance training and progress to heavier weights.

Note: The time needed to progress from "in-class activities" to "regular physical education activity" will vary with the severity of the concussion and the student. After Step 4 and before Step 5 (return to regular physical education class activities/intramural activities/clubs), the student must return to the physician for final approval.

Physician Visit #2

Doctor assesses that all symptoms and signs of a concussion are gone after Step 4:

Using the '**Request to Resume Physical Education Activities: Concussion Related Injuries Form**':

- Doctor checks the box '**Concussion symptoms and signs have gone**'; and checks the other appropriate boxes and signs and dates the form.
- This form must be returned to the Physical Education teacher and if applicable to the coach and intramural supervisor. The teacher/intramural supervisor/coach allows the students to progress to **Step 5**.

Step 5: Regular physical education/intramural activities/clubs.

Note: Each step must take a minimum of one day. If symptoms or signs of the concussion return (e.g., headache, feeling nauseated) either with the activity or later that day, the student needs to return to the previous stage for at least 24 hours, be re-evaluated by a physician, and return to the previous step. A student should **never** return to play if symptoms persist.

Note: Teacher/coach files the completed form 'Request to Resume Athletic Participation: Concussion-Related Injuries' from the doctor.

Second Impact Syndrome

Recent research indicates that “second impact syndrome” may occur when a student is injured and has a second concussion while he/she still has symptoms from a previous concussion. The second injury may immediately initially appear to be very minor, but can have serious consequences and can be fatal. (Adapted from “Identification and management of children with sport-related concussion”, *Paediatrics & Child Health* 2006;11(7):420-428).

Concussion Management

A student’s safe return to physical activity after a concussion is enabled when the student and the parents/guardians are familiar with the symptoms and treatment. Summaries (appropriate hand-outs) of this information are available on the Parachute website:

- For general information, as well as information for parents, athletes, coaches and teachers
- please go to <https://parachute.ca/en/injury-topic/concussion/> *or*

Concussions: Minimizing the Risk (from ThinkFirst)

Any time a student is involved in a contact sport, there is a chance of sustaining a concussion. Many concussions are not reported until after the practice or game. Therefore, it is important to take a preventative approach when dealing with concussions.

The best way to prevent concussions is to prevent the incidents that cause concussions, such as falls and motor vehicle

- collisions.
- Concussion prevention in sports and recreation includes:
- Respecting and following the rules of the sport or activity, especially rules that are in place to reduce hits to the head
- Wearing properly fitted equipment, such as the right footwear to prevent falls
- Training, practising and playing in ways that are appropriate for your skill level

Developing and enforcing policies and rules in sport to prevent injury, such as minimum bodychecking age in hockey.

According to current research, these kinds of policies are the most effective way to prevent sport-related concussions.

Helmets are an important piece of protective equipment for many sports and activities. Helmets can prevent serious head injuries. However, helmets are not proven to prevent concussions.

Appendix D-2 Sample Request to Resume Physical Education Concussion-Related Injuries

Physical Education Safety Guidelines
Curricular

If a student is/has been suspected of having a concussion, a physician must sign this form.

Student Name: _____

The student must complete the following contacts with the physician and follow physician's instructions below:

Initial contact with physician:

- No concussion - student may return to:
 regular physical education class activities
 intramural activities/clubs
 interschool sport activities

Physician signature: _____ *Date:* _____

- Concussion - no activity for 24-48 hours, then move to Stage 1 of return to play strategy

Physician signature: _____ *Date:* _____

Physician comments: _____

Note: A procedure must be established to inform all relevant personnel (teacher of Physical Education, coach of interschool team and intramural supervisor) and to provide each with a copy of this form.

When a concussion is diagnosed, the student and parents/guardians monitor symptoms and signs of a concussion. It is very important that a student not do any physical activity for the first 24-48 hours. The 'return to play' process is gradual and must follow the steps as outlined below. **Note: Each step must take a minimum of one day.** If symptoms or signs of the concussion return (e.g., headache, feeling nauseated) either with activity or later that day, the student needs to return to the previous stage for a minimum of 24 hours. A student should **never** return to play if symptoms persist. The student may not participate in any physical education activity until Step 1 and Step 2 have been completed. Prior to beginning Step 3, the parent/guardian signature is required.

Appendix D-2 Sample Request to Resume Physical Education Concussion-Related Injuries

After an initial short period of rest of 24-48 hours, move to stage 1.

Step 1: Light cognitive and physical activity can begin. After 24 hours, if symptoms don't worsen proceed to **Step 2**.
Step 2: aerobic exercise, such as walking or stationary cycling, for 10-15 minutes, no resistance training.

In signing below, I give permission for my son/daughter to proceed to Step 3 and participate in physical education activities as described.

Parent/Guardian Signature: _____ **Date:** _____

Step 3: Sport-specific exercise (e.g., ball drills, shooting drills) for 20-30 minutes. No resistance/weight training.

Step 4: "In class" physical education activities/intramural activities/clubs in which there is no opportunity for contact (e.g., aerobics routine, dance, badminton, and volleyball). May add light resistance training and progress to heavier weights.

The time needed to progress from "in-class activities" to "regular physical education activity" will vary with the severity of the concussion and the student.

After Step 4 and before Step 5 (return to physical education activities/intramural activities/clubs), the student must return to the physician for final approval to engage in regular physical education activity.

Second contact with physician:

- Concussion symptoms and signs have gone - student may return to:
 regular physical education class activities
 intramural activities/clubs
 interschool sport activities

Physician signature: _____ **Date:** _____

Physician comments: _____

Step 5: Regular physical education/intramural activities/clubs.

Note: This form must be returned to the Physical Education teacher and, if applicable, to the coach and intramural supervisor. The teacher files this form.

Appendix E

Lightning Protocol

Physical Education Safety Guidelines
Curricular

Sample Lightning Procedures

The following safety protocol is a sample of what can be developed for individuals and groups participating in outdoor activities.

Chain of Command

The persons filling the roles listed below are responsible for making the decision to remove a group or individuals from the playing field, stopping the activity, and determining when/if it is safe to resume the activity:

- Curricular activities – teacher
- Intramurals – teacher, intramural supervisors
- Interschool – *Practices*: teacher/coach; *Games*: teacher/coach in consultation with official
- Outdoor Education Trips – teacher in consultation with trip Leader
- Off-Site Activity Providers – teacher in consultation with facility Monitor
- Camps – teacher in consultation with camp director

Plan Your Evacuation and Safety Measures in Advance

A lightning response plan must be planned in advance of the outdoor activity. The following must be taken into consideration:

1. Weather Conditions:

Monitor weather conditions 24 hours prior to outdoor activity or event. Be aware of potential thunderstorms that may form during scheduled outdoor physical education activities, e.g., local weather forecasts (from The Weather Channel, local radio/TV stations); WEATHER-ONE-ON-ONE at 1-900-565-5555. This is a user-pay consultation service from Environment Canada. (www.weatheroffice.gc.ca)

2. Shelter:

Know where the closest ‘safe structure or location’ is to the field or playing area, and know how long it takes to get to that safe structure or location.

Safe structure or location is defined as:

- Any building normally occupied or frequently used by people (e.g., a building with plumbing and/or electrical wiring that acts to electrically ground the structure.)
- In the absence of a safe structure, ***any vehicle with a hard metal roof*** (not a convertible or golf cart) and rolled-up windows can provide a measure of safety. (*It is not the rubber tires that make a vehicle a safe shelter, but the hard metal roof which dissipates the lightning strike around the vehicle.*) DO NOT TOUCH THE SIDES OF THE VEHICLE.

Alternate location: If there is no safe structure or location:

- Find the low ground. Seek cover in clumps of bushes or a dry ditch.
 - Remove all metal objects.
 - Minimize your body's surface area in contact with the ground. Do not lie flat on the ground. (*Lightning current often enters a victim through the ground rather than by a direct overhead strike.*)
- % **PLACE YOUR FEET TOGETHER, LOWER YOUR HEAD, CROUCH DOWN WITH ONLY THE BALLS OF YOUR FEET TOUCHING THE GROUND, AND WRAP YOUR ARMS AROUND YOUR KNEES.**

Unsafe shelter includes:

- all outdoor metal objects (e.g., football standards)
- near flag poles
- fences and gates
- near light poles
- metal bleachers
- golf carts
- machinery, etc.

AVOID trees, water (ponds, creeks), open fields, and high ground.

Detection and Response:

When you first see lightning or hear thunder, activate your emergency plan and seek shelter immediately (go to a building or a vehicle). Lightning often precedes rain, so don't wait for the rain to begin before suspending activities.

Apply the following lightning safety slogan: '**IF YOU SEE IT, FLEE IT; IF YOU HEAR IT, CLEAR IT.**'

Resumption of the Activity:

Wait a **minimum** of 30 minutes from the last visual observation of lightning or sound of thunder before resuming activities.

Injured persons do not carry an electrical charge and can be handled safely. Call 911 or send for help immediately. Apply first aid procedures if you are qualified to do so.

Source of information: U.S National Severe Storms Laboratory (NSSL) National Lightning Safety Institute, Louisville, CO.

Appendix F

Safety in Activity Rooms

Physical Education Safety Guidelines
Curricular

Area other than gymnasiums that are used for physical activities
(e.g., concourse, church hall, empty classroom, school basement, cafeteria, stage)

The following is recommended to optimize safety when using an activity room for physical education instruction:

1. An activity room is best suited for activities which have a controlled amount of activity (e.g., aerobics, mat work, fitness stations, skipping, wrestling, dance, beanbag activities, and chair activities). Avoid ball-throwing for distance, dodge ball-type games and games which are “action-packed” and go end-to-end (e.g., tag, soccer, floor hockey).
2. In game activities, implement “no body contact” rule.
3. Plan activities that engage a large number of participants in small spaces that will not jeopardize safety standards.
4. If the activity “room” is an open area, student traffic should go around, not through, the class.
5. Structure drills to provide as much organization as possible.
6. Caution students not to throw objects (e.g., beanbags) against the ceiling, thereby knocking down tiles, dust, lights, etc.
7. Keep activity away from drinking fountains, stage steps, trophy cases, etc. Centre all activities to allow for a “safety zone” of at least one metre around the perimeter. Create visual boundaries, if possible, with cones/pylons.
8. Precautions are needed to guard against doors opening into the activity area.
9. Do not allow students to be involved in an activity that requires constant visual or on-site supervision while the teacher goes to the gym or to a storage area in another part of the school to get equipment.
10. Check to determine if the floor surface provides safe traction and is conducive to activity (e.g., not slippery from water or dirt).
11. Check to determine that the equipment/furniture does not present a hazard.

1. All newly purchased (new or used) or donated fitness equipment must comply with Canadian Standards Association (CSA) and/or Underwriters Laboratories Ltd. (UL) or Underwriters' Laboratories of Canada (ULC) standards.
2. Equipment installation must be done by qualified personnel (e.g., manufacturer/vendor) in accordance with the CSA and/or UL or ULC standards. Volunteer installations must not be permitted unless supervised by qualified personnel.
3. All used equipment must be inspected by qualified personnel prior to use.
4. Retain inspector's checklist for future reference.
5. An audit of all existing fitness equipment needs to be conducted to determine the general age, condition and compliance level with the CSA and/or UL or ULC standards. A plan needs to be in place to systematically replace the oldest equipment (or that which is in disrepair) with equipment that complies with the CSA and/or UL or ULC standards. Unsafe equipment must be removed from service immediately.

Appendix H-1

Sample Safety Checklist - Gymnasium Facilities

Physical Education Safety Guidelines
Curricular

Each school is to develop a procedure for regular inspection with appropriate follow-up. School Safety Committees are responsible for inspections which are to be completed annually. Physical Education Teachers may be required to assist with some areas.

Site name: _____

Inspection date: _____ Time: _____ Inspected by: _____

Item	Meets Safe Guidelines		Comments/Follow-up Action
	Yes	No	
Adjustable Stage			
• rollers run smoothly			
• locking mechanism secure			
Archery Net Assembly			
• cable and bracket are in good condition			
Basketball Backstop			
• backboards in good condition			
• cable and attachment from backboard to wall secure			
• rims attached and straight			
• Velcro strips on walls behind backboards in good condition to hold mats			
• winch not located directly below a wall-mounted backboard			
• winch in good working order			
• foam at base of backboard attached			
• wall padding securely attached			
• condition of pulleys and cables			
Benches			
• top and supports free from cracks and splinters			

Item	<i>Meets Safe Guidelines</i>		<i>Comments/Follow-up Action</i>
	<i>Yes</i>	<i>No</i>	
• benches stable, not loose			
Bleachers			
• secured to wall			
• seats and risers free from cracks and splinters			
• portable bleachers function properly			
Ceiling			
• tiles and panels in place			
• tiles free of mold and stains			
• lights, diffusers, fans, speakers and their guards attached			
Change Rooms			
• free of objects that create a hazard (e.g., tables, chairs, pianos)			
• floor provides safe traction			
• benches free from cracks and splinters			
Chinning Bars			
• attachment is secure to wall			
• adjustable parts in good condition			
• peg holes and pegs in good condition			
Climbing Walls - Permanent			
• guide wires secure			
• wall anchors secure			
• platforms properly secured			
Entrances/Exits			
• free of obstructions			

Appendix H-1

Sample Safety Checklist - Gymnasium Facilities

Physical Education Safety Guidelines
Curricular

Item	<i>Meets Safe Guidelines</i>		<i>Comments/Follow-up Action</i>
	Yes	No	
• no doorknobs/protruding handles on gym side of door			
• emergency lighting installed, where necessary and operable			
• doors open away from gym area			
• exit signs in working order			
Floors			
• clean and dry			
• provide good traction			
Item			
• clear of objects which may cause tripping/slipping			
• sockets covered and flush with floor			
• plates flush with floor and in good condition			
Folding Doors, Suspended Curtain			
• switches or controls working as designed			
• run smoothly			
• fabric in good condition (check for rips and tears)			
• storage pocket clear of equipment			
Fitness Centre/Weight Room			
• chin-up/dip bars secure			
• pulleys and cables on weight machines in good repair (check for fraying)			
• weights secure on machines			
• padding on benches not torn			
• tops/seats on benches secure			
• floor padding in good repair			

Appendix H-1 **Sample Safety Checklist - Gymnasium Facilities**

Item	<i>Meets Safe Guidelines</i>		<i>Comments/Follow-up Action</i>
	<i>Yes</i>	<i>No</i>	
• free-weights welds secure			
• cycles, step machines, treadmills in proper working order			
Gymnasium Space			
• free of “stored” furniture, boxes, equipment along perimeter walls and corners			
• p.a. system can be heard			
Ropes			
• not frayed			
Stairs			
• clear of obstacles			
• treads in good condition			
• railings secure			
• free of protruding nails, cracks and splinters			
Storage Room			
• floor clean and walking area clear of equipment			
• equipment stored on designated shelves			
• volleyball/badminton poles secured to prevent injuries from tripping and from falling poles			
• under stage storage is easily accessible			
• trolleys are easily reached and move easily			
• protective flooring is easily moved, installed and stored			
Ventilation			
• gymnasium is adequately ventilated			
• Heat is easily controlled			
• gymnasium is free of offensive odours			

Appendix H-1

Sample Safety Checklist - Gymnasium Facilities

Physical Education Safety Guidelines
Curricular

Item	Meets Safe Guidelines		Comments/Follow-up Action
	Yes	No	
Walls			
• all outlets/switches/registers/etc. which pose a hazard must be padded or flush with wall surfaces			
• free of protruding hooks, nails, etc.			
• protective wall mat covers free of tears/wearing			
• mat strips secured to wall, Velcro in good condition			
• Fire Alarm stations are secured and covered			

Each school is to develop a procedure for regular inspection with appropriate follow-up. School Safety Committees are responsible for inspections which are to be completed annually. Physical Education Teachers may be required to assist with some areas.

Site name: _____

Inspection date: _____ Time: _____ Inspected by: _____

Item	<i>Meets Safe Guidelines</i>		<i>Comments/Follow-up Action</i>
	<i>Yes</i>	<i>No</i>	
Badminton			
• rackets useable (no splinters or broken strings)			
Badminton Net			
• free of exposed wires along top and frayed wires along poles			
• free of ears and holes			
• no sharp edges			
Badminton Posts			
• hooks, pulleys and ratchet in good condition			
Ball Hockey/Floor Hockey			
• goals have welds and frames in good condition			
• wooden floor hockey sticks free of splinters			
• plastic ball hockey sticks free of cracks and broken edges/ends			
• stick blades secure to shaft			
Emergency Equipment			
• first aid kit fully stocked and accessible			
• emergency phone numbers posted			

Appendix H-2

Sample Safety Checklist - Gymnasium Equipment

Physical Education Safety Guidelines
Curricular

Item	<i>Meets Safe Guidelines</i>		<i>Comments/Follow-up Action</i>
	<i>Yes</i>	<i>No</i>	
• access to phone/office via P.A. System			
Gymnastics Equipment:			
Balance Beam			
• no tears in covering (rips may be glued down)			
• height-adjustment mechanism functional and in good condition			
• balance beam is stable, level			
Floor Exercise Tumbling Mats			
• no holes (rips may be taped)			
• uniform thickness and compaction throughout			
• Velcro in good condition			
Mini-Trampoline			
• stable with height-adjustment knobs in good condition			
• all springs in place with hooks pointing down or elastic cable in good condition			
• frame pad completely covers springs/cables and frame			
• non-slip rubber feet in good condition			
• take-off surface in good condition			
Pommel Horse			
• horse is stable and level			
• no tears in covering (rips may be taped or glued down)			
• height-adjustment mechanism in good condition			
• pommels smooth, no chalk build-up			
Rings			
• ring stand (if used) secure and vertical (see Uneven Bars)			

Item	<i>Meets Safe Guidelines</i>		<i>Comments/Follow-up Action</i>
	<i>Yes</i>	<i>No</i>	
• no kinks or knots in steel cables			
• no exposed frayed wire			
• leather/webbing straps checked for wear			
• no splinters, cracks or chalk build-up			
<i>Take-off Board (not a springboard)</i>			
• free of splinters and broken tops/legs			
• floor protection pads in good condition			
• carpeted non-slip take-off surface in good condition			
• all bolts tightened and rubber non-slip pads in good condition			
<i>Uneven Parallel Bars/High Bar/Parallel Bars</i>			
• floor hooks in good condition			
• no "S" hooks			
• if quick-links are used, must be fully threaded			
• turnbuckle hoods functional and fully threaded			
• no kinks or knots in steel cables			
• no exposed frayed cables			
• loops on cables checked for wear			
• height-adjustment mechanism in good condition			
• wood/fibreglass rails have no cracks, splinters or caked-on chalk			
• steel rail is straight			
<i>Vault and Box Horse</i>			
• pad and cover free from tears and wearing			
• sufficient padding to absorb impact			

Appendix H-2

Sample Safety Checklist - Gymnasium Equipment

Physical Education Safety Guidelines
Curricular

Item	<i>Meets Safe Guidelines</i>		<i>Comments/Follow-up Action</i>
	<i>Yes</i>	<i>No</i>	
• inner posts solid (box horse)			
• height-adjustment mechanism in good condition			
• free of cracks and splinters			
• nuts, bolts and screws tight			
Mats (e.g., gymnastics, wrestling)			
• covers free of tears and wearing			
• foam in good condition			
• Velcro fasteners functional			
High Jump			
• standards, base, attachments and uprights in good condition			
• portable pit cover free of tears			
• portable pit foam in good condition			
• fibreglass crossbars free of cracks and splinters			
Hoops			
• free of cracks and bends			
Permanent Climbing Walls			
• inspect all climbing elements (e.g., ropes, zip lines, harnesses, carabiners, helmets and ladders)			
Pool Equipment			
• reaching assists in working order			
• lane ropes in working order			
• life jackets in good condition			
• spinal board in good condition			
• ring buoy in good condition			

Item	<i>Meets Safe Guidelines</i>		<i>Comments/Follow-up Action</i>
	<i>Yes</i>	<i>No</i>	
• starting blocks are secure when in place			
• bench tops and supports free from cracks and splinters			
• bolts and screws secure			
Scooter Boards			
• wheels secure			
• boards free of cracks and broken edges			
Softball			
• wooden and metal bats not cracked			
• good grip end to prevent slippage			
Volleyball Net			
• free of exposed wires along top and frayed wires along poles			
• free of tears and holes			
Volleyball Posts			
• hooks, pulleys and ratchet in good condition			
Other			
•			
•			

Appendix H-3

Sample Safety Checklist - Outside Facilities

Physical Education Safety Guidelines
Curricular

Each school is to develop a procedure for regular inspection with appropriate follow-up. School Safety Committees are responsible for inspections which are to be completed annually. Physical Education Teachers may be required to assist with some areas.

Site name: _____

Inspection date: _____ Time: _____ Inspected by: _____

Item	Meets Safe Guidelines		Comments/Follow-up Action
	Yes	No	
Basketball Backstops			
• backboards in good condition			
• rims secure and straight			
• pole anchors stable, in good condition and covered			
• poles corrosion-free			
Basketball Playing Surface			
• asphalt level and free of holes and broken asphalt			
• level playing surface, good drainage			
• free of ruts, trash and animal feces			
Bee Nests			
• area is free of nests			
Benches/Bleachers			
• free of protruding nails, splinters, cracked or rotted wood			
• anchors to ground safely covered			
Goalposts (soccer, football)			
• wooden posts free of rot, cracks and splinters			

Appendix H-3 **Sample Safety Checklist - Outside Facilities**

Item	<i>Meets Safe Guidelines</i>		<i>Comments/Follow-up Action</i>
	<i>Yes</i>	<i>No</i>	
• posts free of corrosion			
• posts secure			
<i>Jumping Pits and Runways</i>			
• runway level free of holes, ruts, trash and animals feces			
• sand at appropriate level and free of rocks, glass, etc.			
• boards free of rot and splinters			
• provides safe traction			
<i>Metal Fencing</i>			
• clips and attachments safely secure			
• fencing tight and secure to frame			
• no holes in fence or at ground level			
• anchors to ground stable, in good condition and safely covered			
• posts corrosion-free			
<i>Potential Hazards on School Yard</i> (e.g., trees, exposed roots, posts, streams and other environmental hazards)			
• hazards identified to all staff and students			
• warning signs and barriers are displayed			
<i>Softball Backstop</i>			
• fencing, clips and attachments safely secure			
• fencing tight and secure to frame			
• no hole in fence or at ground level			
• anchors to ground stable and safely covered			
• posts corrosion-free			

Appendix H-3

Sample Safety Checklist - Outside Facilities

Physical Education Safety Guidelines
Curricular

Item	<i>Meets Safe Guidelines</i>		<i>Comments/Follow-up Action</i>
	<i>Yes</i>	<i>No</i>	
Softball Playing Surface			
• level ground with good drainage			
• free of holes, ruts, trash and animal feces			
Stairs			
• clear of obstacles			
• treads in good condition			
• railings secure			
• wooden sections free of protruding nails, cracks or splinters			
Track			
• provides safe footing			
Walking and Playing Surfaces			
• asphalt areas level and free of holes and broken asphalt			
• grass and dirt areas free of holes and ruts			
• clear of broken glass, cans, rocks, animal feces, etc.			
• free of drainage problems			
• clear of trip hazards (e.g., exposed footings, roots or other environmental obstacles)			
Other			
•			
•			

Students are to conduct themselves in ways that show respect for the safety and well being of both themselves and others.

From the Education Act:

Student Responsibilities

Students enrolled in a school have the following responsibilities:

- a) to observe the code of conduct and other rules and policies of the school board and of the school;
- b) to attend classes regularly and punctually and participate in the educational programs in which the student is enrolled;
- c) to be diligent in pursuing the student's studies;
- d) to respect the rights of others. 1993, c.35, s.72.

Foolhardy behaviour, the use of alcohol, and the non-medical use of drugs, including performance enhancing drugs, must be viewed as safety hazards and must be strictly forbidden at all times.

This prohibition extends to all curricular activities, whether they take place inside school or off school property (e.g., cross-country skiing field trip, in-the-gym basketball activity).

Students must understand how to follow safety procedures and why they should do so.

Students must be informed of the importance of contributing to their own safety.

Responsibility for safety in physical education activities in grades 7 and 8 should begin to shift from the teacher to the student in keeping with the age and maturity level of the student.

The standards of safety are affected by the student's skill and understanding.

Appendix J

Universal Precautions

Blood and Bodily Fluids

Physical Education Safety Guidelines
Curricular

- Use impermeable gloves if blood, or bodily fluids containing visible blood, are anticipated.
- Stop the bleeding, cover the wound and change the student's clothing if contaminated with excessive amounts of blood.
- Follow accepted guidelines for control of bleeding and for any bodily fluids containing blood. (Sport Specific Guidelines)
- Wash hands and other affected skin areas after contact with blood.
- Clean any surfaces or equipment with appropriate disinfectant.
- Clean clothes or skin with soap and water or an appropriate antiseptic.
- Use proper disposal procedures for contaminated clothing and equipment.
- Use a ventilation device for emergency resuscitation.
- Avoid direct contact with student if you have an open skin condition.
- Complete a School Incident Report Form.

The following describes the Lifesaving Society's Swim to Survive® Standard. More information about the program and other water safety considerations (such as lifeguarding) is available at www.lifesaving.org.

Instructional Considerations:

- Students participating in water activities conducted in water deeper than chest height should meet the Swim to Survive® Standard.
- Students who cannot meet the Swim to Survive® Standard can still participate in deep water activities as long as they are wearing a properly fitted lifejacket or PFD.
- Prior to participating in boating activities, students should demonstrate the three skills involved in the Swim to Survive® Standard is a sequence of three skills:

Swim to Survive® Standard:

The Swim to Survive® Standard is a simple, straightforward and focused national standard that defines the minimum swimming skills needed to survive an unexpected fall into deep water. The Swim to Survive® Standard is a sequence of three skills:

Swim to Survive® Standard = ROLL into deep water + **TREAD** water (1 min.) + **SWIM** 50m

Task	Essential skill & rationale
Roll into water Minimum safe depth for teaching in 2.5m or 8ft. 4 inches.	Orient oneself at the surface after an unexpected entry. A fall into water is distorting and a threat to normal respiration.
Tread water for 1 minute	Support oneself at the surface. Canadian waters are generally cold enough year-round to trigger a gasping reflex on unexpected immersion. The ability to tread water allows you to protect your airway while regaining control of your breathing.
Swim 50 metres	Swim to safety. Lifesaving Society research shows most drownings occur within 3 to 15 metres of safety (dock, shoreline, pool edge). Because your ability may be impaired by cold water, clothing, etc., we use a 50m distance as a reasonable standard.

Any method that allows the learner to achieve the standard is acceptable. There is no “right” solution.

Intramural

Safety Guidelines

K-12



Generic Section

<i>Intent of the Guidelines</i>	1
<i>Impact and Scope</i>	1
<i>Risk Management</i>	3
<i>Generic Issues</i>	4
<i>Introduction to Sport/Activity Page Components</i>	7
<i>Introduction to the Appendices</i>	13
 Building with Bodies.....	14
Food/Water Activities.....	15
Martial Arts	16
Relay and Tag Games	17
School-Made Equipment	18
Supervision of Intramurals	
<i>Clubs</i>	19
Supervision of Intramurals	
<i>Low organization activities/special events</i>	21
Supervision of Intramurals	
<i>Sport Imitation</i>	22
Targets - Human.....	23
Targets - Other Target Games/Activities	24
Transporting People/Things.....	25

Appendix A	Sample Letter To Parents/Guardians.....	28
Appendix B	Sample First Aid Kits	30
Appendix C	Emergency Action Plan.....	31
Appendix D-1	Physical Activity and Sport-Related Concussion.....	33
Appendix D-2	Sample Request to Resume Physical Education Concussion-Related Injuries	37
Appendix E	Lightning Protocol.....	39
Appendix F	Safety in Activity Rooms	41
Appendix G	Safety in Fitness Rooms.....	42
Appendix H	Newly-Purchased or Donated Fitness Equipment.....	43
Appendix I-1	Sample Safety Checklist - Gymnasium Facilities	44
Appendix I-2	Sample Safety Checklist - Gymnasium Equipment.....	48
Appendix I-3	Sample Safety Checklist - Outside Facilities	53
Appendix J	Spotting, Lifting, Lowering, Transporting and Supporting Techniques	56
Appendix K	Student's Responsibilities	58
Appendix L	Universal Precautions - Blood and Body Fluids.....	59

Intent of the Prince Edward Island Physical Education Safety Guidelines:

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 committee has identified and analyzed reasonable foreseeable risks and have developed these guidelines which include 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, practised by the teacher/intramural supervisor, based on up-to-date information, common sense observation, action and foresight, is the key to safe programming. The intent of the Intramural Safety Guidelines is to focus the Intramural Supervisor's attention on safe activity practices for facility and equipment safety checks and appropriate supervision and officiating in order to minimize the inherent element of risk. By implementing safe instructional practices, such as the selection of age-appropriate activities, the intramural supervisor will guard against foreseeable risks. It is hoped that through this implementation process, this document will assist in an environment in which all students, regardless of physical, mental, emotional abilities/challenges or cultural background, can participate in intramural/club activities.

Impact and Scope of this document:

The Safety Guideline statements are mandatory. An activity must not occur unless these statements have been addressed.

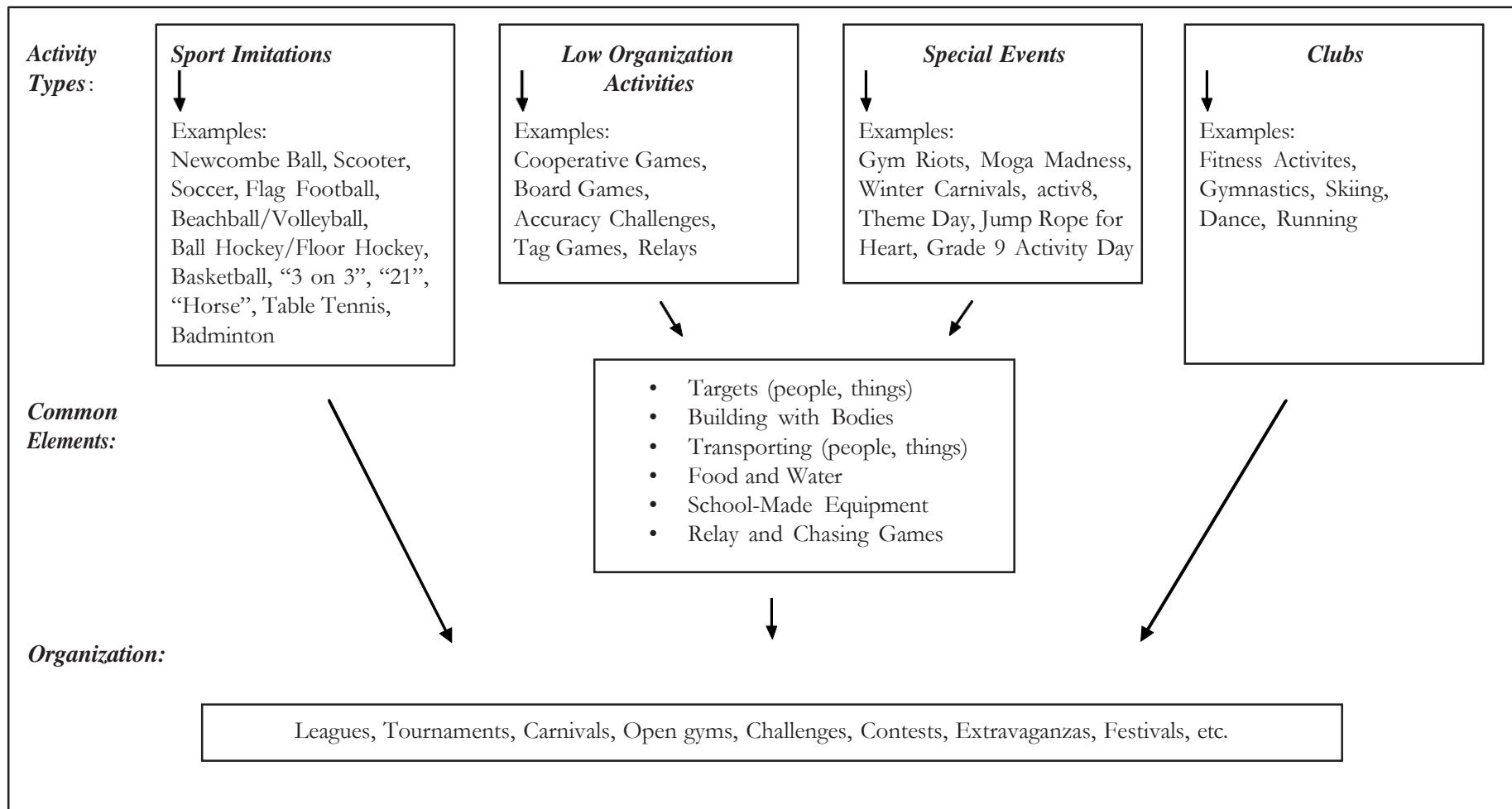
This document delineates minimum standards that must be used by teachers/intramural supervisors in addressing the safety component of intramural activities. Intramurals are defined as school-sponsored physical/recreation activities which are:

- outside the student's instructional time;
- not a selected school team/group;
- not a competition against another outside team/group.

Intramurals encourage school-wide involvement with an emphasis on participation, as opposed to competition. Curricular and Interschool Guidelines can be found in the first and third modules respectively.

Intramurals can be categorized into four types: Sport Imitations, Low Organization Activities, Special Events and Clubs. When an intramural activity is played according to official rules and equipment (e.g., a common sport imitation or low organization game), refer to *Physical Education Curricular Safety Guidelines*.

When introducing an imitation sport or low organization game which is not described in the Curricular or Intramural guidelines, refer to the guidelines of the activity it most resembles.



Risk Management

The following elements of risk must be taken into consideration by the teacher:

- The activity is age-appropriate for the students' physical/mental abilities and behavioural patterns.
- The teacher/intramural supervisor has the knowledge and ability in accordance with the safety guideline pages to teach/supervise the activity safely.
- The educational value vs. the entertainment value of the activity must be determined (e.g., is a dunk tank at a "Play-day" educational or entertainment?). Once the activity has been determined as educational, the inherent risks must be identified and minimized.

A. Generic Issues

Please Note

- The following guidelines are not listed in any order of priority.
- All guidelines statements are mandatory.
- Lists of examples in these guidelines are not exclusive.

There are many common guidelines for safety which apply to all Intramural/Club activities. Some commonalities are as follows:

1. Prior to participation in the intramural activity, teachers/intramural supervisors need to be aware of the medical background and physical limitations of students. This includes knowledge of students with hemophilia, heart disorders, asthma, epilepsy, diabetes, severe allergies, etc. Each school needs to develop a process by which this medical information is shared with the intramural supervisor (see Appendix A).
2. For students with medical conditions (e.g., asthma, life-threatening allergies, diabetes, etc.) check that:
 - There is an emergency action plan in place for the medical condition in case of an emergency (see Appendix C).
 - Medical support is readily available when needed or in case of an emergency. Follow Board Policy related to administering:
 - life-threatening allergy (anaphylaxis) – epinephrine auto injector
 - diabetes – hyperglycemia – blood-testing kit and a fast-acting sugar
 - asthma – asthma relief medications
3. Parents need to be made aware of intramural/club activities in which their child is to participate and the risks inherent in activities that mandate constant visual supervision.
4. Parental acknowledgment/permission must be received from each participant. For sample letter, see Appendix A.
5. If students are transported away from the school for the intramural/club activities, it is important that parents are made aware of the mode of transportation and the student expectations required. Refer to individual school board's field trip procedures related to the need for obtaining parent/guardian permission.
6. Consideration must be given to informing parents/guardians when students are involved in intramural/club activities which require students to go off the school property, into the immediate community, e.g., to adjacent parks, nearby ice surfaces (see Appendix A). Refer to individual school board's field trip procedures related to the need for obtaining parent/guardian permission.
7. Parents/Guardians must be made aware of safety precautions related to environmental factors, such as effects of sun, hypothermia, frostbite, dehydration and viruses transmitted by insects (see Appendix A).

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8. A fully-stocked first aid kit must be readily accessible. For a sample listing of first aid items, see Appendix B. When activities are offered off-campus, an appropriate portable first aid kit must be readily accessible.
 9. Apply your school's emergency action plan to deal with accidents in intramurals/clubs. For details on an emergency action plan, (see Appendix C).
 10. **Concussion Information:** Definition - a concussion is a brain injury that causes changes in how the brain cells function, leading to symptoms that can be physical (e.g., headache, dizziness), cognitive (e.g., memory problems, decreased concentration), or emotional (e.g., feeling depressed). The brain injury cannot be seen on x-rays or CT scans. Concussion can occur even if there has been no loss of consciousness; *in fact, most concussions occur without a loss of consciousness.* A concussion can occur from a direct blow to the head but may also occur from major physical trauma to other parts of the body (e.g., a sideways check to the body) that cause a whiplash effect on the head and neck. (Adapted from ThinkFirst Position Statement on Concussion www.thinkfirst.ca.) For more information on current concussion guidelines, see Canadian Guideline on Concussion in Sport – Parachute <https://parachute.ca/en/injury-topic/concussion/>
A student who has sustained a suspected concussion during physical activity/sport must be immediately removed from play and not allowed to return to play that day (even if the student says he/she is feeling better).
 - II. Upon determination of a suspected concussion the student must be closely monitored for any signs or symptoms of deterioration and must not be left alone. For a list of signs and symptoms of concussion, see Appendix D.
 - III. An unconscious student must be assumed to have a cervical spine injury and must be appropriately immobilized by trained personnel only (e.g., collar/spinal board) before ambulance transportation to hospital. Do NOT remove athletic equipment (e.g., helmet). All students with a suspected concussion (brain injury), even if there was no loss of consciousness, need to be evaluated by a physician as soon as possible.
 - IV. Parents/Guardians must be informed of the importance of the head injury being evaluated by a physician.
 - V. Following medical examination the student must be monitored by a responsible adult for the next 24-48 hours for signs of deterioration. If any signs of deterioration occur, the student needs to be immediately re-evaluated by a physician.
 - VI. After the student has been symptom-free for several days and has received medical clearance, he/she can begin supervised stepwise return-to-play protocol. See Appendix D.
 - VII. Return to physical activity/sport following a sport-related concussion must only occur after medical clearance (in writing) by a physician. See Interschool Appendix B-2.

It is critical to see Appendix D for important information on concussions. (Adapted from “Identification and management of children with sport-related concussion”, *Paediatrics & Child Health* 2006;11 (7):420-428).

11. Universal precautions (e.g., using impermeable gloves) must be followed when dealing with situations involving blood and other bodily fluids (see Appendix L). Teachers/intramural supervisors must refer to School Board protocol that addresses blood and bodily fluids procedures.

12. Students must be made aware of the locations of the fire alarms, fire exits, lockdown areas, and alternate routes from the playing area.
13. Lightning is a significant weather hazard that may affect outdoor activities. Safety precautions and protocols must be developed and communicated to participants and spectators in response to potential lightning risk factors. At all times the Board's lightning procedures are the mandatory minimum standards. In situations where a higher standard of care is presented (e.g., trip guides, facility/program coordinators), the higher standard of care is to be followed. For lightning procedures see Appendix E.
14. Prior to offering an intramural sport imitation activity, appropriate skills must be taught.
15. Prior to the activity, teachers/intramural supervisors must outline the possible risks of the activity (e.g., warnings of possible dangers) demonstrate how to minimize the risks, and set procedures and rules for safe play (e.g., whistle signal to stop all activity).
16. 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 it most resembles.
17. Approval from a school board official must be received if a teacher/intramural supervisor wishes to include activities that are not in the guidelines and do not resemble an activity described in the guidelines. As part of this process, the teacher/intramural supervisor must demonstrate that all appropriate precautions will be taken in the interest of student safety.
18. Any modifications teachers/intramural supervisors make to guideline statements must RAISE the level of safety, NOT lower it.
19. Where an incident occurs that increases or could increase the risk of injury, corrective actions must take place to help prevent its recurrence (e.g., volleyball poles in equipment room are not secured to floor/walls and crash to floor and no one is injured - corrective action is to secure poles).
20. At the beginning of the activity, teachers/intramural supervisors must inform students if changing into gym wear is necessary, identify change room location and conduct expected.
21. Teacher/intramural supervisors must limit the number of active participants in any activity area at one time, based on the size of the area, risk level of the activity and maturity level of the participants.
22. Spectators at intramural activities must not present a safety concern.
23. Intramural activity officials must be knowledgeable and trained to carry out their duties.
24. When taking students off-site for an intramural/club activity (e.g., ski resort) organized by an outside provider, share appropriate safety guidelines with activity provider prior to arrival.

B. Introduction to Sport/Activity Page Components

1. Guidelines:

- a) Guidelines for intramural activities/common elements in each class activity are outlined according to the following critical components:
Equipment Special Rules/Instructions
Clothing/Footwear Supervision
Facilities
- b) All statements found on activity pages and supporting Appendices A-L are mandatory. An activity must not occur unless these guidelines have been addressed.
- c) With some exceptions, age divisions are not described on curricular or intramural activity pages. It is the responsibility of each school district to determine the age appropriateness of these activities. Where ages are determined in activity pages (e.g., Wall Climbing: "Only grades 7-12 students belay"), the standard has been determined by experts in the field.

2. Equipment:

- a) To provide a safe environment for intramural/club activities, the teacher/intramural supervisor must make a pre-activity check of the equipment to be used. This could be done visually or recorded on a check list (see Appendix H-2, Gymnasium Equipment Checklist). Hazards must be identified and removed or isolated as a factor in the activity.
- b) When using equipment that is not described in the document, care must be taken to determine that it is safe for use (e.g., no sharp edges, cracks, or splinters) and that its size, mass, and strength are appropriate.
- c) Equipment listed in the document applies only to safety.
- d) All balls must be properly inflated.
- e) There are many examples of equipment that can be made at school by board employees, adult volunteers and students who are under direct supervision. See Intramural safety guideline activity page for School-Made Equipment in this document. Home-made equipment is defined as equipment that is made and/or modified at home and then brought to school. This type of home-made equipment is not to be used in intramural programs (e.g., personal ball hockey sticks, floor hockey shafts).

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- f) If students are permitted to bring their own equipment (e.g., badminton racquets, skis, in-line skates), students and parents /guardians must be informed of the importance of determining that the equipment is in good working order and suitable for personal use.
 - g) Helmets. Canadian Standards Association (CSA) the regulatory body in Canada that provides the safety standards and regulations for protective head equipment – helmets. As of January 2008, the CSA has safety standards for only ice hockey helmets and cycling helmets and regulations for only the ice hockey helmet. The CSA announced standards for alpine skiing/snowboarding helmets in 2009. The specific activity pages under ‘Equipment’ criteria outlines where the activity mandates the wearing of a helmet. Where the activity page does not specifically mention a CSA approved ice hockey helmet, cycling helmet or other standard for a helmet the comment will read: ‘*A suitable helmet for the activity must be worn.*’

To locate and select a suitable helmet for the activity the use of the following may be helpful:

- I. Consult the sport governing body of the activity.
- II. Consult a reputable provider (retailer) of the equipment (e.g. skateboard) for information on the most suitable helmet.
- III. Select a helmet that is sport specific for the activity using a Safety Standard Body outside of Canada, e.g.:
 - American Society for Testing Materials (ASTM)
 - National Operating Committee for Standards in Athletic Equipment (NOCSAE).

Where a Canadian Standard Association standard becomes available for an activity helmet, that CSA approved helmet is to be the choice for use.

- h) When equipment (e.g. fitness equipment) is purchased second hand or donated to your school/school board, follow the guidelines for new/donated equipment in Appendix H.
- i) Students must be encouraged to report equipment problems to teacher/intramural supervisor. For more information on the role of the student in safety, see Appendix K.

3. Clothing and Footwear:

- a) Appropriate athletic footwear must be a minimum uniform requirement. Appropriate athletic footwear is defined as a running shoe with a flat, rubber-treaded sole that is secured to the foot. Running shoes with higher heels, wheels, rubber or plastic or metal cleats, open toes or open heels, are not appropriate. Students should wear appropriate clothing for intramural activities. Deviations from this minimum are listed on intramural common elements guidelines and curricular activities pages. Where religious requirement presents a safety concern, modifications to the activity must be made.
- b) Hanging jewellery should not be worn. Jewellery which cannot be removed and which presents a safety concern (e.g., medical alert identification, religious requirement) must be taped or securely covered. Deviations from this minimum are listed on activity pages.

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- c) Parents/Guardians should be made aware of safety precautions with eyeglasses for some activities, including an eyeglass strap and/or shatterproof lenses or removal of glasses if vision is adequate (see Appendix A).
 - d) Long hair must be secured so as not to block vision.

4. Facilities:

- a) To provide a safe environment for intramural/club activities, the teacher/intramural supervisor 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 Appendices I, 1-3). The minimum requirement is a pre-use visual check. Hazards must be identified and removed as a factor in the activity. Potentially dangerous and immovable objects (e.g., goalposts, protruding stage) must be brought to the attention of students and administration.
- b) Facilities and major equipment must be inspected and a written report completed by a reputable third party on a regular basis. School Safety Committees are responsible for this.
- c) Equipment/furniture which is hazardous to the activity must not be stored around the perimeter of the area in use for intramurals/clubs. A reasonable number of benches, as well as mats secured to the wall, are exceptions to this statement. Devices projecting from the wall (e.g., chin-up bars, pegs on a peg board) must be set at a height that will minimize the chance of injury or be removed when not in use.
- d) For all indoor activities, walls and stages must not be used for turning points or finish lines. A line or pylons could be designated in advance of the wall or stage.
- e) Foreseeable risks must be identified and precautions taken to minimize risks.
- f) For safety precautions when using in-school non-gym areas for intramurals (e.g., concourses, hallways, classrooms, stages), see Appendices F and G and I-3.
- g) Playing fields must be free from hazards (e.g., holes, glass, and rocks). Severely uneven surfaces must be brought to the attention of the principal and students, and modifications made when necessary. Field/outdoor playing areas must allow for sufficient traction.

5. Special Rules/Instructions

- a) The Intramural Safety Guidelines do not support contact. In this document, contact is defined as intentional physical contact with the purpose of gaining an advantage in the specific activity (e.g., body contact, stick-on-body, stick-on-stick).

- b) Intramural activities must be modified to the age and ability levels of the students and the facility available. It is important to balance teams on the basis of physical ability and skill level.
- c) Teachers/Intramural supervisors must be encouraged to stay current with respect to safe exercise techniques.
- d) Intramural games must be based on skills that are taught. Any games/activities that are not part of the curricular program must be preceded by skill instruction (e.g., cross-country skiing).
- e) Before involving students in strenuous outdoor activity, teachers must take into consideration:
 - the temperature;
 - previous training;
 - length of time students will be vigorously active.
- f) Students must be made aware of ways to protect themselves from UV rays (e.g., use of hats, sunglasses, sunscreen).
- g) Students must receive instructions on the importance of reporting symptoms related to a suspected concussion. See Appendix D.
- h) Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes). See Lightning Appendix E.
- i) Adequate liquid replacement must be accessible for students.
- j) If students are using body paint, allergy and floor traction concerns must be addressed.
- k) For the safe lifting, supporting and transporting of students, see Appendix J.
- l) Modify activities which involve students with special needs to address safety issues for all students. Teachers/Intramural supervisors need to refer to resources designed to maximize safe opportunities for students with physical, intellectual, and behavioural challenges (e.g., *Moving to Inclusion – Active Living Alliance*).
- m) Activities that do not promote a healthy, active lifestyle (e.g., starve-a-thons, eating contests) are not appropriate.

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- n) Some activities refer to an “In-Charge” person. While the teacher/intramural supervisor is “In-Charge” and responsible for the overall safety and well-being of students under his/her care, sometimes there are other personnel who must be identified as “In-Charge” related to specific situations (e.g., a pool lifeguard). In Activities where an “In-Charge” person is designated, that person must make final decisions regarding safety of the participants.
 - o) While moving, students must not be required to close their eyes or be blindfolded.
 - p) Emphasize controlled movement when requiring students to walk or run backwards. Avoid backward-running races.
 - q) Any student with a cast must provide a doctor’s note or parents/guardian signed permission indicating it is safety for him/her to participate. Casts or orthopaedic devices must not present a safety concern. Modifications to program may have to be made.

6. Supervision:

Supervision is the vigilant overseeing of an activity for regulation or direction. All facilities, equipment and activities have inherent risks, but the more effectively they are supervised, the safer they become. An intramural supervisor is defined as a teacher, principal or vice-principal employed by the school board. A volunteer (not necessarily a teacher) could assist in the supervision of intramurals. Examples of volunteers are: educational assistants, retired teachers, parents, co-op students, teacher candidates and trained senior students. These volunteers must not be the sole supervisor of the intramural activity. Refer to your school board’s policy regarding volunteers.

- a) Students must be informed that facilities and equipment must not be used without authorization and supervision. In addition to written or verbal communication, at least one of the following deterrents must be in place:
 - locked doors;
 - signs on doors indicating that students are not to use the gym unless supervised;
 - staff scheduled and present in the area of the gym (e.g., an adjoining physical education office) in order to see students entering the gym without authorization.
- b) All activities must be supervised. Three categories of supervision are designated in this document: “**Constant visual**”, “**On-site**”, and “**In-the-area**”. The categories are based on the principles of general and specific supervision which take into consideration the risk level of the activity, the participants’ skill level and the participants’ maturity.
 - “**Constant visual**” supervision means that the teacher/intramural supervisor 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/intramural supervisor presence but not necessarily constant viewing of one specific activity. Momentary presence in adjoining rooms to the gymnasium is considered part of the on-site supervision
- “**In-the-area**” supervision means that the teacher/intramural supervisor could be in the gymnasium while another activity is taking place in the area near the gymnasium. The teacher/intramural supervisor must be readily accessible and at least one of the following must be in place:
 - the teacher/intramural supervisor is circulating
 - the teacher/intramural supervisor is visible
 - the exact location of teacher/intramural supervisor is known and location is nearby

Example: During a school outdoor special events day, some students are involved in parachute games, some in relay games, and others in a team scavenger hunt around the school.

- “Constant visual” supervision - Parachute – Teacher/intramural supervisor is at the event and is observing activity.
 - “On-site” supervision - Relay Games - Students are participating on the playground and can be seen by the teacher/intramural supervisor.
 - “In-the-area” supervision - Scavenger Hunt - Students are running around the school grounds and at times may be out of sight.
- c) If there is an increase in risk factors (e.g., large number of students with special needs) then the number of supervisors and the level of supervision must be increased (e.g., from in-the-area to on-site).
- d) The level of supervision must be commensurate with the inherent risk of the activity. The level of risk increases with the number of participants, the skill level of the participants, and the type of equipment used. The list on the following pages outlines appropriate supervision for each type of activity. The list is not exhaustive. For an unlisted activity, refer to the activity it most resembles. For outdoor education activities, reference *Physical Education Curricular Safety Guidelines* in order to be aware of ratios, qualifications and supervision requirements.
- e) Establish routines, rules of acceptable behaviour and appropriate duties of students at the beginning of the activity and reinforce throughout the year. Intramural supervisors must sanction students for unsafe play or unacceptable behaviour, and must exercise that responsibility at all times. Refer to Appendix K for more information on student behaviour.
- f) 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, emotional, social and intellectual abilities of the participants.

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- g) The teacher must be vigilant to prevent one student from pressuring another into trying skills or activities for which he/she is not ready.
 - h) When an intramural activity includes large numbers of participants (e.g., a special school event) the ratio of teachers/intramural supervisors/volunteers to participants must satisfy safety concerns.
 - i) When an intramural activity includes activities that require constant visual supervision (e.g., winter carnival snow and ice activities) or more than one higher-risk activity, the ratio of intramural supervisors/volunteers to participants must satisfy safety concerns.
 - j) In situations where a substitute teacher is responsible for supervising intramurals: Administrators are to address substitute teacher comfort level with the intramural activity.
 - Administrator/absent intramural supervisor must:
 - include the Safety Guidelines pages for intramural activity;
 - inform substitute teacher of the whereabouts of a contact teacher or administrator in case of an emergency;
 - specify restrictions/modifications for students with health or behavioural problems.

Introduction to the Appendices

Information in the Appendices addresses the required elements previously described in the generic section.

It is mandatory that School Boards address all these safety elements (e.g., parental permission, medical information).

Each appendix was developed as a sample for School Boards to localize as needed.

Building with Bodies

e.g., Pyramid Building, Human Fence

Physical Education Safety Guidelines
Intramural

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>For minimum thickness of mats, see Curricular Gymnastics.</p> <p>Mats must be under pyramid and extend a minimum of 1.5m (4.9 ft) in all directions</p>	<p>Bare feet or dance/gymnastics slippers.</p> <p>No sock feet.</p> <p>No jewellery.</p> <p>Tie back long hair and remove hair clips.</p> <p>Secure or remove eyeglasses.</p> <p>Suitable unrestricted clothing.</p>	<p>Locate lying and kneeling pyramids away from walls.</p> <p>Do not build pyramids near entrances or exits.</p> <p>Do not build pyramids on or near stages.</p>	<p>Standing pyramids are not permitted at the elementary level.</p> <p>Weight and sizes of participants must determine placement in pyramid, e.g., larger students must be part of the base.</p> <p>Set maximum number of participants allowed, depending on size, age, skill and experience of participants.</p> <p>Maximum height of pyramids must be no more than 3 levels.</p> <p>Instruction must include how to assemble and disassemble, intentionally and unintentionally.</p> <p>Pyramid building must be the only activity in the space.</p>	<p>Constant visual supervision during instruction and first attempt.</p> <p>On-site supervision thereafter.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Food/Water Activities

e.g., Spray activities, Water balloons, Sponge toss, Dunk tanks

Food Activities are not an appropriate activity at the Elementary Level.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Equipment used with water must be: <ul style="list-style-type: none"> • Resistant to deterioration when wet, or be waterproof (e.g., tables, chairs, floors). • Protected from water where necessary. • Thoroughly cleaned and rinsed before use. Electrical equipment, e.g., timer, must have CSA-approved ground-fault system and be located at a safe distance away from water.	Clothing must be able to get wet and not increase risk of injury (e.g., no wet sweatpants that can cause participant to trip). Use footwear that will enhance traction.	Activities that have the potential for excessive water spillage (e.g., spray activities, water balloons, must occur outside). Provide support (e.g., standby personnel to clean/mop any spills indoors [e.g., from water on a spoon activity]). Facility must be able to be cleaned before and after event.	Set procedures and rules for safe play. Use materials that will not endanger students with severe allergies, e.g., latex. Water on floor/ground surfaces decreases traction. Enhance traction where appropriate (e.g., rubberized mats on potentially wet surfaces). If footing is supposed to be slippery, an adequate landing surface must be padded or soft. Avoid extreme water temperatures. Do not allow glass containers. If activities promote wet bodies, any collision contact must be avoided. If there is to be throwing of wet sponges at people, the target area must be restricted appropriately (e.g., below the waist). With no target designation, eye protection must be worn.	Constant visual supervision.
Sliding surfaces must be smooth and clean (e.g., mats, plastic slides).				
Use water-spray bottles.				
No pressurized water guns (e.g., super soakers).				

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Martial Arts

e.g., Judo, Aikido, Karate, Tae-Kwan-Do

Physical Education Safety Guidelines
Intramural

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>5.1cm (2") mats, wrestling mats, or mats of equivalent compaction rating are required when the activity involves throws or falls. (see Curricular Gymnastics – General Procedures for general utility mats specifications)</p> <p>Mat surface must be clean and checked frequently for irregularities (e.g., no gaps, overlaps or difference in height when joined).</p>	<p>Bare feet.</p> <p>Loose, comfortable clothing.</p> <p>No jewellery (see Generic section).</p>	<p>Clear, smooth level and dry floor surface.</p> <p>Surrounding area must be free of all obstacles (e.g., tables, chairs, pianos, etc.).</p> <p>Surrounding walls must be padded if mat floor surface is less than 2m (3.28 ft) from wall.</p>	<p>Stress importance of anticipation, avoidance of risky situations, self-defence tactics and appropriate aggression.</p> <p>Skills must be taught in proper progression (e.g., in judo standing up sparring [Techiwaza rondon] can be practised only after break falls/rolls [ukemi] techniques have been well-established).</p> <p>Warm-up activities must emphasize conditioning and flexibility.</p> <p>In judo, beginner level programs, arm lock or strangulation techniques must not be done.</p> <p>Students must be matched with students of similar weight, height and skill level.</p> <p>During individual or group practice time, no horseplay is allowed.</p>	<p>On-site supervision by teacher.</p> <p>On-site supervision by qualified instructor.</p> <p>Qualified instructors must deliver the program. For qualifications, contact specific provincial sport governing body.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Relay and Tag Games

e.g., Capture the Flag, Crows and Cranes, Tag, Mr. Wolf, Rock-Paper-Scissors

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Equipment must not have sharp or ragged edges.</p> <p>Use soft objects, (e.g., foam balls, sponges, beach balls, elephant skin balls, utility balls).</p> <p>No beanbags or hard flying discs, (e.g., Frisbees).</p>	<p>Suitable footwear for each activity.</p> <p>No jewellery.</p>	<p>Adequate space for all participants.</p> <p>Turning points and finish lines must be a safe distance away from walls and equipment, trees, posts, natural hazards and holes.</p> <p>Games that take place over large areas (e.g., Survival) require instructor to set and communicate definite boundary lines.</p> <p>Supervisor must do a safety check walk through in order to identify potential hazards. Students must be made aware of hazards and approach with caution.</p> <p>All running tracks must be inspected annually and maintained as necessary.</p> <p>Playing area must provide safe footing</p> <p>Immovable hazards (e.g., goal posts) must be identified to students and marked with pylons.</p> <p>Indoor playing area must be free from obstructions (e.g., desks, chairs, pianos around the perimeter).</p> <p>All doors into, and out of, the indoor playing area must be closed.</p>	<p>For shuttle relays, all participants must have their own lane.</p> <p>Be aware of increased risk with oversized apparel or tying legs together.</p> <p>Students must not be blindfolded.</p> <p>When competing in these activities, no running backwards (students must be taught to turn and run forward when fleeing).</p> <p>Walls, stages and fences must not be used as finish lines or safe zones.</p> <p>Safe zones must be clearly delineated (e.g., use pylons, floor lines).</p> <p>There must be a procedure established to stop games (e.g., whistle blowing).</p> <p>Activities/rules must be modified based on the skill level, age and facilities/equipment available.</p> <p><u>Tag Games Only</u> Clearly define areas of the body that can be tagged (e.g., arms, legs, back).</p> <p>Inform students that a tag is a touch; not a push, grab, or punch.</p>	<p>On-site supervision for relays.</p> <p>In-the-area supervision for chasing games.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

School-Made Equipment

Physical Education Safety Guidelines
Intramural

School-made equipment (e.g., Land Skis, Beanbags, Plastic Bottle Weights, Rhythm Sticks) can be made at school by board employees, adult volunteers and students who are under direct supervision.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Use materials that are in good condition (e.g., unfrayed ropes, smooth boards free of splinters, nothing with sharp edges.)	Equipment that is designed to be worn (e.g., hats, capes, costumes) must not constrict neck or chest areas or put the student at risk.	School-made equipment attached to facility (e.g., a wall) needs to be inspected by a knowledgeable third party to determine it is safe and secure.	Follow instructions on how to build/assemble if available. If no instructions are available for a school made structure, describe the procedure in writing and record how, when and by whom it was made.	On-site supervision is required for students making equipment at school.
Use materials that resemble, as closely as possible, the manufactured item.	Masks must not impair vision.	School-made equipment that is a self-supported structure (e.g., outdoor volleyball posts, long jump pit with timber surround) needs to be inspected by a knowledgeable third party to determine it is safe and secure.	Equipment made by students or volunteers must be inspected by a knowledgeable third party to determine safety. Test equipment before initial use. Inspect equipment every time it is used.	Constant visual supervision is required if students are using machinery (e.g., band saws) to make equipment.
Use materials that will not endanger students with severe allergies (e.g., latex).		See school board policy and procedures related to specifications, installation and inspection of school made equipment.	Repair as necessary. If the piece of equipment changes significantly due to additional repairs that interfere with the function and safety, then discard and replace.	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

All guidelines described in the Curricular Physical Education Safety Guidelines must be implemented.

<i>Constant Visual Supervision</i>	<i>On-site Supervision</i>	<i>In the Area Supervision</i>
<ul style="list-style-type: none"> • gymnastics – higher-risk moves and skills • archery 	<ul style="list-style-type: none"> • gymnastics – lower-risk skills <p><i>Initial Instruction/Set-up:</i></p> <ul style="list-style-type: none"> • fitness Club Activities • cycling • golf • horseback riding • in-line skating <p><i>Activity:</i></p> <ul style="list-style-type: none"> • cricket • martial Arts (Self Defense) • bowling 	<p><i>Activity:</i></p> <p>*refer to the Curricular document for ratios</p> <ul style="list-style-type: none"> • cross-country running • cross-country skiing • cycling • dance/rhythmics • fitness club activities • golf • horseback riding • in-line skating • running • skiing (alpine) • snowboarding • snow skating

Supervision – Points to Emphasize:

1. Establish routines, rules of acceptable behaviour, and appropriate duties of students at the beginning of the activity and reinforce throughout the year. Intramural supervisors must sanction students for unsafe play or unacceptable behaviour, and must exercise that responsibility at all times. Refer to Appendix K for more information on student behaviour.
2. Students must be made aware of the rules of activities or games. Rules must be strictly enforced and modified to suit the age, physical, emotional, social and intellectual abilities of the participants.
3. When an intramural activity includes large numbers of participants (e.g., a school special event), the ratio of teachers/supervisors/volunteers to participants must satisfy safety concerns.
4. When an intramural activity includes several higher-risk activities (e.g., winter carnival snow or ice activities) the ratio of intramural teachers/supervisors/volunteers to participants must satisfy safety concerns.
5. Student teachers, co-op students and secondary students must not be the sole supervisor of any intramural activity.
6. In situations where a substitute teacher is responsible for supervising intramurals:
 - A. Administrators are to address substitute teacher comfort level with intramural activity.
 - B. Administrators/absent intramural supervisors must:
 - Include the safety guideline pages for intramural activity.
 - Inform substitute teacher of the whereabouts of a contact teacher or administrator in case of emergency.
 - Specify restrictions/modifications for students with health or behavioural problems.

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Supervision of Intramurals

Low organization activities/special events

<i>Constant Visual Supervision</i>	<i>On-site Supervision</i>	<i>In the Area Supervision</i>
<ul style="list-style-type: none"> • aquatic games (as per pool regulations) • transporting people relays • human target games (e.g., Dodgeball) • building with bodies – initial instruction • parachute (primary) • food/water activities (e.g., water-balloon relays) • obstacle courses with climbing or inverted activities 	<ul style="list-style-type: none"> • theme days • face-painting • cooperative games • accuracy challenges • skill-related relays (e.g., basketball dribbling) • building with bodies – practice, kneeling, and lying • parachute games (Grades 4-12) • transporting things • activ8 challenges • obstacle courses without climbing apparatus (no inversions) • scooterboard relays • frisbee throwing • skating and skating activities • indoor running relays • indoor chasing games 	<ul style="list-style-type: none"> • board games • outdoor running relays • outdoor chasing games • Jump Rope for Heart <p>Mass Participation Events (e.g., walkathons, dance-a-thons)</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Supervision of Intramurals

Sport Imitation

Physical Education Safety Guidelines
Intramural

Refer to Curricular Physical Education Safety Guidelines
for specific guidelines for all activities listed below.

<i>Constant Visual Supervision</i>	<i>On-Site Supervision</i>	<i>In the Area Supervision</i>
<ul style="list-style-type: none">• swimming• wrestling, combatives	<p>Initial Instruction/Set-up:</p> <ul style="list-style-type: none">• racquet-type games (Racquetball, Paddleball, Handball, Tennis, Badminton, Pickleball, Paddle Tennis, Squash)• table tennis• ultimate frisbee• volleyball (Beach Volleyball)• basketball-type games (Bordenball, Endball, Benchball, 3 on 3, 2 on 2)• football-type games (e.g., Tag, Flag, Touch)• soccer <p>Activity:</p> <ul style="list-style-type: none">• ball hockey, floor hockey, gym ringette, field hockey• bowling• broomball• cricket• curling• field hockey• ice hockey• lacrosse (Box, Field)• ringette (Ice)• rugby (Non-contact)• skating games• softball-type games (Three Pitch, Lob-Ball)• team handball• scooter games (Scooter Basketball, scooter soccer)• wrestling, combatives	<p>Activity:</p> <ul style="list-style-type: none">• cross-country running, orienteering• racquet type games (Racquetball, Paddleball, Handball, Tennis, Badminton, Pickleball, Paddle Tennis)• table tennis• ultimate Frisbee volleyball (Beach Volleyball)• basketball-type games (Bordenball, Endball, Benchball, 3 on 3, 2 on 2)• football-type games (e.g., Tag, Flag, Touch)• soccer• volleyball (Beach Volleyball)

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Use soft objects (e.g., foam balls, sponges, beach balls, elephant skin balls, crumpled newspaper balls, utility balls.) No beanbags or hard flying discs (e.g., frisbees.)	No jewellery. Suitable footwear and clothing.	Playing area must be free from obstruction (e.g., desks, chairs and other furniture/equipment around the perimeter).	Target area must be restricted appropriately (e.g., below the waist). Students who are targets must remain upright.	Constant visual supervision.

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Targets - Other Target Games/Activities

e.g., Throwing for accuracy, Frisbee Golf

Physical Education Safety Guidelines
Intramural

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Target size must be appropriate for age and ability of students.	Suitable clothing and footwear must be worn.	Targets must be situated away from spectators and other participants. Participants must have room to propel object towards target without hitting a bystander.	Establish procedures to reduce risk to other participants/spectators (e.g., restrict access to target area). Establish a process for safe retrieval of propelled objects.	On-site supervision.

Also see *Generic Issues and Introduction to Activity Page Components Sections* to view complete safety requirements.

Transporting People/Things

e.g., Human Amoeba, Chariot, Chuckwagon, Bed and/or Stretcher, Races, Cookie Machine, Wheel Barrow

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p>Equipment used:</p> <ul style="list-style-type: none"> • must be suitable to support size and weight of object/person being transported. • can be raised and lowered without jeopardizing hand/feet/body of carrier or object/person carried. • must have safety straps/rail or means to prevent person/thing from falling from anything higher than waist height. • must not constrict person at chest or neck. 	<p>No loose clothing. No clothing attachment that cannot be easily released in case of collapse (e.g., belt, shoelaces).</p> <p>Appropriate footwear must be worn.</p> <p>No jewellery.</p>	<p>Space adequate for activity and movement of students.</p> <p>Spectators in designated area away from activity.</p> <p>Must be a level surface, no obstructions or blind spots and provide good traction.</p> <p>Protective wall padding in place where needed.</p>	<p>Weight, size of object and distance carried must be appropriate to age and strength of participants.</p> <p>When students are carrying/supporting other students, they must be matched with those of similar weight/height/strength.</p> <p>Appropriate limitation on speed of movement.</p> <p>Establish a procedure to stop activity in the case of potential injury (e.g., whistle blowing).</p> <p>All participants must know rules and procedure (e.g., safe lifting, spotting, supporting and lowering techniques) prior to participation (see Appendix J).</p> <p>Prior practice must take place for all participants when lifting people or objects of sizable mass.</p> <p>Establish traffic flows to reduce congestion.</p>	<p>Constant visual supervision for initial instruction and initial practice, followed by on-site supervision.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Appendices

Appendix A

Sample Letter to Parents/Guardians

Dear Parent/Guardian:

Physical activity is essential for normal, healthy growth and development. Growing bones and muscles require not only good nutrition, but also the stimulation of vigorous physical activity to increase the strength and endurance necessary for a physically active lifestyle. Active participation in **physical education** classes, which includes games, dance, gymnastics, and outdoor pursuits, provides opportunities for students to develop the skills and confidence necessary to play and work co-operatively and competitively with their peers.

Students will also have opportunities to participate in **intramural** and **club** activities that may include, but are not limited to, ball hockey, volleyball, basketball, and badminton.

In this section, schools should identify examples of intramural/club activities which may be offered to students during the school year.

In the interest of safety, students must:

1. For physical education classes and intramural activities: wear appropriate attire for safe participation (e.g., t-shirt, shorts or track pants). Running shoes that provide good support and traction are a minimum requirement.
2. For physical education classes: hanging jewellery (e.g., necklaces, hoop earrings) must not be worn. In some activities (e.g., tag games), no jewellery can be worn. Jewellery which cannot be removed must be taped or covered.

In the interest of safety, we strongly recommend:

1. Students have an annual medical examination.
2. Students bring emergency medications (e.g., asthma inhalers, epinephrine pen) to all curricular and co-curricular physical activities.
3. Students remove eyeglasses during physical education classes and intramurals. If eyeglasses cannot be removed, the student must wear an eyeglass strap or shatterproof lens.
4. Students wear/apply environmental protection for all outdoor activities (e.g., sunscreen, hat, insect repellent).
5. A safety inspection is carried out at home of any equipment brought to school for personal use in class, or in intramural/club activities (e.g., skis, skates, helmets).

With regard to the physical education class program and intramurals/clubs, please complete the medical information overleaf and have your child/ward return it to his/her teacher.

MEDICAL INFORMATION FORM - PHYSICAL EDUCATION AND INTRAMURALS/CLUBS

Name of Student _____ Grade _____ Name of Teacher _____

1. Please indicate if your son/daughter/ward has been subject to any of the following and provide pertinent details: epilepsy, diabetes, orthopaedic problems, heart disorders, asthma, allergies: _____
head or back conditions or injuries (in the past two years): _____
arthritis or rheumatism; chronic nosebleeds; dizziness; fainting; headaches; dislocated shoulder, hernia; swollen, hyper-mobile or painful joints; trick or lock knee: _____
2. What medication(s) should your son/daughter/ward have on hand during the physical activity? _____
Who should administer the medication? _____
3. Has your son/daughter/ward been identified as anaphylactic? Y N If yes, he/she carry an epinephrine auto injector (e.g., EpiPen®)? Y N
4. Does your son/daughter/ward wear a medical alert bracelet? Y N A neck chain? Y N Carry a medical alert card? Y N
If yes, please specify what is written on it: _____
5. Does your son/daughter/ward have any other relevant medical condition that will require modification to the program? _____

ELEMENTS OF RISK NOTICE-- *The risk of injury exists in every athletic activity. However, due to the very nature of some activities, the risk of injury may increase. Injuries may range from minor sprains and strains to more serious injuries. These injuries result from the nature of the activity and can occur without fault on either the part of the student, the school board or its employees/agents or the facility where the activity is taking place. Some class/intramural/club activities that are identified as having the potential for more serious consequences are: alpine skiing/snowboarding, broomball (ice), cheerleading (acrobatic), field hockey, field lacrosse, gymnastics, ice hockey, ringette (ice), swimming, wrestling, and/or field events: high jump, shot put. The safety and well-being of students is a prime concern and attempts are made to manage, as effectively as possible, the foreseeable risks inherent in physical activity. Please call the school to discuss safety concerns related to any physical activity in which your child/ward is participating.*

INTRAMURAL/CLUB ACTIVITIES PERMISSION/ACKNOWLEDGEMENT OF RISK

I give permission for my child/ward _____ to participate in intramural/club activities. I acknowledge the information related to the elements of risk.

Parent/Guardian Signature: _____ Date: _____

Any use or disclosure of personal information will be in accordance with the Freedom of Information and Protection of Privacy Act, R.S.P.E.I. 1998, C.I - 15.01

Appendix B

Sample First Aid Kits

Physical Education Safety Guidelines Intramural

The following are sample first aid kits. Having a first aid kit on-site and accessible is essential no matter what activity you are involved in; being prepared with the necessary supplies will increase the likelihood of a safer activity. The Basic First Aid Kit is the minimum recommended for elementary schools while the Athletic First Aid Kit should be considered for intermediate and senior high schools. These lists are not meant to be all-inclusive, but are meant to provide an idea of the variety of supplies that are needed depending on the athletic activities involved and the number of participants. Quantities of items are kept small to ensure that the kit is not over-packed; however, these supplies must be replaced and the kit restocked after each use.

Basic First Aid Kit		Athletic First Aid Kit	
Antibiotic Ointment	1	Knuckle Bandaids	25
Antiseptic Towelettes	20	Regular Bandaids	25
Sting Stop Swabs	6	Coverstrips (Steri-Strips)	2 pk.
Bandaid Butterfly Closures	5	Alcohol prep pads	10
Fingertip Bandages	20	Sterilized Tongue Depressors	10
Strip Bandages	50	Plastic Ice Bags	10
Compress 4" x 4" Sterile	1	Black-handled Utility Scissors	1 pr.
Compress 6" x 4" Sterile	2	5.5" Bandage Scissors	1 pr.
Pressure Bandage w/ Ties	1	Shark Tape Cutters	1 pr.
Gauze 2" x 2" Sterile	5	Disposable Penlight	1
Gauze 4" x 4" Sterile	5	Powdered Latex Gloves (M)	2 prs.
Roll Gauze 4' x 4.5' YD	2	Athletic Tape 1.5" x 5 YD	5 rolls
Triangular Bandages	6	Pro-Wrap (Underwrap Foam)	2 rolls
Tensor 3" x 5 YD	1	Heavyweight Tape 3" x 5 YD	2 rolls
Tensor 6" x 5 YD	1	4" width Tensor Bandages	2
Large Latex Gloves	2 prs.	Triangular Bandages (Slings)	3
7 1/2" Bandage Scissors	1 pr.	3" width Rolled Kling Gauze	2 rolls
4 1/2" Tweezers	1 pr.	Sterilized 3 x 3" Gauze Pads	10
Abdominal Pad 5" x 9"	1	Foam 3 x 3" Heel & Lace Pads	20
Trainer's Tape 1 1/2 x 15 YD	1	Moleskin 3" x 16"	1 sheet
Bleached Tape 1" x 5 YD	1	Adhesive Felt 4" x 5.5" x 1/8"	2 sheets
First Aid Pocket Guide	1	Adhesive Foam 4" x 6" x 1/8"	2 sheets
CPR Barrier	1	Tuf-Skin 40oz. can	1
Instant Cold Pack	2	Skin-Lube 2.75 oz. tube	1
Instant Warm Pack	2	Savlong Germicide 100ml	1
Assorted Safety Pins	12	Tiger Balm 3 oz. jar	1
		Nailclippers	1
		Safety Pins - Assorted Sizes	10
		Disposable Razor	1
		Pad of Paper and Pen	1
		Instant Cold Pack	1

Given that there is an element of risk in all physical activity, an encounter with an injury or medical condition is highly possible. Recognizing this fact, it is necessary to establish a plan of action. The key to the Emergency Action Plan is getting professional care to the injured/ill student as quickly as possible. For that to happen efficiently and effectively, you must be prepared with an Emergency Action Plan. The following is a sample:

SAMPLE EMERGENCY ACTION PLAN

A. Preparation

You should know the following information:

1. Location and access to the first aid kit.
2. Location and access to a telephone.
3. Emergency telephone number of ambulance and hospital (911).
4. Directions and best access routes to the nearest hospital.
5. The whereabouts of a suitable and available means of transportation.
6. Identity of students with medical conditions (e.g., asthma, life-threatening allergies, diabetes).
7. Location of medication (e.g., epinephrine auto injector, asthma reliever, etc.).
8. Emergency communication procedures (e.g., cellular phone) for off-site activities.

B. When an injury/medical condition occurs:

1. Initially, when coming in contact with the injured/ill student, take control and assess the situation. Exercise universal pre cautions related to blood/bodily fluids (see Appendix J).
2. Keep in mind the cardinal rules of injury care:
 - DO NOT MOVE THE INJURED STUDENT.
 - IF A STUDENT CANNOT START A MOVEMENT BY HIMSELF/HERSELF, DO NOT MOVE THE BODY PART FOR HIM/HER.
3. Stay calm. Keep an even tone in your voice.
4. Instruct any bystanders to leave the injured/ill student alone.
5. Do not remove the student's equipment if there is a risk of further injury.
6. Evaluate the injury/condition. Once you have assessed the severity, decide whether or not further assistance is required or medication is needed.
7. Administer medication as per Board Policy.
8. If an ambulance is not needed, then decide what action is to be taken to remove the injured/ill student from the playing surface.

Appendix C

Emergency Action Plan

Physical Education Safety Guidelines
Intramural

9. If an ambulance is required:
 - Request assistance from the other person (e.g., teacher/administrator/parent).
 - Have this person call 911 with the following information:
 - the nature of the emergency;
 - the location and closest cross-streets; and
 - the telephone number from where you are placing the call;
 - Have the other person report back to the in-charge person to confirm that the call was made and give the estimated time of ambulance arrival; and
 - Go to the access entrance and wait for the ambulance.
10. Once the call has been placed, observe the student carefully for any change in condition and try to reassure him/her until professional help arrives.
11. Do not be forced into moving the student unnecessarily.
12. For conditions other than diabetes, do not provide the injured student with food or drink.
13. When ambulance attendants arrive, inform them of what happened, how it happened and what you have done. If aware, you can inform them about any medical-related problems or past injuries of the participant.
14. The in-charge person or a designated adult should accompany the injured student to the hospital to help reassure the student and give the relevant medical history and injury circumstances to the physician.
15. The parents/guardians of the injured/ill student must be contacted as soon as possible.
16. Complete a School Incident Report Form and file with the appropriate school board official and school administrator.

Common Symptoms and Signs of Concussion

It is important to know that an athlete does not need to be “knocked out” (lose consciousness) to have had a concussion. After the concussion, the student may experience many different kinds of symptoms and it is important to remember that some symptoms may appear immediately and others later. Students may be reluctant to report symptoms of concussion because of a fear that they will be removed from the activity, or jeopardize their status on a team or in a game. But it is important to consider the permanent repercussions of a concussion. Without proper management, a concussion can result in permanent problems and even death. Concussion should be suspected in the presence of any one or more of the following symptoms and signs:

Thinking Problems	Student Complaints	Other Problems
<ul style="list-style-type: none">• Does not know time, date, place, class, type of activity in which he/she was participating• General confusion• Cannot remember things that happened before and after the injury• Knocked out	<ul style="list-style-type: none">• Headache• Dizziness• Feels dazed• Feels “dinged” or stunned; “having my bell rung”• Sees stars, flashing lights• Ringing in the ears• Sleepiness• Loss of vision• Sees double or blurry• Stomach ache/pain/nausea	<ul style="list-style-type: none">• Poor coordination or balance• Blank stare/glassy-eyed• Vomiting• Slurred speech• Slow to answer questions or follow directions• Easily distracted• Poor concentration• Strange or inappropriate emotions (e.g., laughing, crying, getting mad easily)• Not playing as well

Note: All students need to consult a physician after a suspected concussion.

Concussion - Initial Response

1. If there is a loss of consciousness, initiate Emergency Action Plan and call 911. Assume there is a possible neck injury and, *only if you have been trained* immobilize the student before ambulance transportation to hospital. Do not remove athletic equipment (e.g., helmet).
2. If there is not a loss of consciousness, but a concussion is suspected due to a direct blow to the head or a major physical trauma to other parts of the body (causing a whiplash effect on the head and neck):
 - remove the student from the current activity or game;
 - do not leave the student alone;

Appendix D-1

Physical Activity and Sport-Related Concussion

Physical Education Safety Guidelines
Intramural

- monitor signs and symptoms;
- do not administer medication; and
 - i. the student needs to be evaluated by a medical doctor;
 - ii. the student must not return to play in the game or practice that day;
 - iii. inform the parent/guardian about the injury and of the importance of an evaluation by a medical doctor.

How long does it take for the student to get better?

The signs and symptoms of a concussion often last for 7–10 days, but may last much longer. The exact length of this period is unclear, but the brain temporarily does not function normally and, during this time, it is more vulnerable to a **second head injury**. In some cases, students may take many weeks or months to heal. Significant cognitive symptoms may result from concussion, including; poor attention and concentration, reduced speed of information-processing and impaired memory and learning. There may also be a significant negative effect on educational and social attainment, as these functions are critical for learning new skills and attending to schoolwork.

Physician Visit #1

If NO CONCUSSION is determined by a doctor:

Using the ‘Request to Resume Physical Education Activities: Concussion-Related Injuries Form’:

- Doctor checks the box **‘No Concussion - student may return to:’** plus the other appropriate activity box and signs and dates the form.
- Student returns the completed form to teacher in order to be allowed to participate in physical education activities/intramural clubs and activities.

Note: Teacher files the completed form from the doctor.

If CONCUSSION is determined by a doctor:

Using the ‘Request to Resume Physical Education Activities: Concussion Related Injuries Form’:

- Doctor checks the box **‘Concussion - no activity for 24-48 hours, then proceed to Stage 1 of return to sport strategy’** and signs and dates the form.
- Student returns the completed form to teacher to be informed that the student is not to participate in any vigorous activities until symptoms and signs are gone.
- Form is returned to the student as form is to be used for the parent permission and second doctor assessment.

The student and parents/guardians monitor symptoms and signs of a concussion. It is very important that a student not do vigorous physical activity if he/she has any signs or symptoms. The ‘return to play’ process is gradual and must follow the steps as outlined below. **Note: Each step must take a minimum of one day.**

If symptoms or signs of the concussion return (e.g., headache, feeling nauseated) either with activity or later that day, the student needs to rest for 24 hours, and return to the previous step. A student should **never** return to play if symptoms persist.

After an initial short period of rest of 24-48 hours, proceed to Step 1;

Step 1: Light cognitive and physical activity can begin as long as these don't worsen symptoms after 24 hours proceed to **Step 2**.

Step 2: Light aerobic exercise, such as walking or stationary cycling, for 10-15 minutes, no resistance training.

Using the '**Request to Resume Physical Education Activities: Concussion-Related Injuries Form**':

- the parent/guardian signs and dates the form to give permission for the student to proceed to **Step 3**.

Step 3: Sport-specific exercise (e.g., ball drills, shooting drills) for 20-30 minutes. No resistance/weight training.

Step 4: "In class" physical education activities/intramural activities/clubs in which there is no opportunity for contact (e.g., fitness activities, dance, badminton, volleyball). May add light resistance training and progress to heavier weights.

Note: The time needed to progress from "in-class activities" to "regular physical education activity" will vary with the severity of the concussion and the student. After Step 4 and before Step 5 (return to regular physical education class activities/intramural activities/clubs), the student must return to the physician for final approval.

Physician Visit #2

Doctor assesses that all symptoms and signs of a concussion are gone after Step 4:

Using the '**Request to Resume Physical Education Activities: Concussion Related Injuries Form**':

- Doctor checks the box '**Concussion symptoms and signs have gone**'; and checks the other appropriate boxes and signs and dates the form.
- This form must be returned to the Physical Education teacher and if applicable to the coach and intramural supervisor. The teacher/intramural supervisor/coach allows the students to progress to **Step 5**.

Step 5: Regular physical education/intramural activities/clubs.

Note: Each step must take a minimum of one day. If symptoms or signs of the concussion return (e.g., headache, feeling nauseated) either with the activity or later that day, the student needs to rest for 24 hours, be re-evaluated by a physician, and return to the previous step. A student should **never** return to play if symptoms persist.

Note: Teacher/coach files the completed form 'Request to Resume Athletic Participation: Concussion -Related Injuries' from the doctor.

Appendix D-1

Physical Activity and Sport-Related Concussion

Physical Education Safety Guidelines
Intramural

Second Impact Syndrome

Recent research indicates that “second impact syndrome” may occur when a student is injured and has a second concussion while he/she still has symptoms from a previous concussion. The second injury may initially appear to be very minor, but can have serious consequences and can be fatal. (Adapted from “Identification and management of children with sport-related concussion”, *Paediatrics & Child Health* 2006;11(7):420-428).

Concussion Management

A student’s safe return to physical activity after a concussion is enabled when the student and the parents/guardians are familiar with the symptoms and treatment. Summaries (appropriate hand-outs) of this information are available on the Parachute website:

- For general information, as well as information for parents, athletes, coaches and teachers
- please go to <https://parachute.ca/en/injury-topic/concussion/> **or**
-

Concussions: Minimizing the Risk (from Parachute)

Any time a student is involved in a contact sport, there is a chance of sustaining a concussion. Many concussions are not reported until after the practice or game. Therefore, it is important to take a preventative approach when dealing with concussions.

- The best way to prevent concussions is to prevent the incidents that cause concussions, such as falls and motor vehicle collisions.
- Concussion prevention in sports and recreation includes:
- Respecting and following the rules of the sport or activity, especially rules that are in place to reduce hits to the head
- Wearing properly fitted equipment, such as the right footwear to prevent falls
- Training, practising and playing in ways that are appropriate for your skill level

Developing and enforcing policies and rules in sport to prevent injury, such as minimum bodychecking age in hockey.

According to current research, these kinds of policies are the most effective way to prevent sport-related concussions.

Helmets are an important piece of protective equipment for many sports and activities. Helmets can prevent serious head injuries. However, helmets are not proven to prevent concussions.

Appendix D-2 Sample Request to Resume Physical Education Concussion-Related Injuries

If a student is/has been suspected of having a concussion, a physician must sign this form.

Student Name: _____

The student must complete the following contacts with the physician and follow physician's instructions below:

Initial contact with physician:

- No concussion - student may return to:
 regular physical education class activities
 intramural activities/clubs
 interschool sport activities

Physician signature: _____ *Date:* _____

- Concussion - no activity for 24-48 hours before proceeding to Stage 1 of the Return to Play Strategy.

Physician signature: _____ *Date:* _____

Physician comments: _____

Note: A procedure must be established to inform all relevant personnel (teacher of Physical Education, coach of interschool team and intramural supervisor) and to provide each with a copy of this form.

When a concussion is diagnosed, the student and parents/guardians monitor symptoms and signs of a concussion. It is very important that a student rests for 24-48 hours before proceeding to Stage 1 of Return to Play Strategy. The 'return to play' process is gradual and must follow the steps as outlined below. ***Note: Each step must take a minimum of one day.*** If symptoms or signs of the concussion return (e.g., headache, feeling nauseated) either with activity or later that day, the student needs to return to the previous step. A student should ***never*** return to play if symptoms persist. The student may not participate in any physical education activity until Step 1 and Step 2 have been completed. Prior to beginning Step 3, the parent/guardian signature is required.

Appendix D-2 Sample Request to Resume Physical Education Concussion-Related Injuries

Physical Education Safety Guidelines
Intramural

After an initial short period of rest of 24-48 hours, proceed to step 1.

Step 1: Light cognitive and physical activity can begin, if symptoms don't worsen proceed to **Step 2**.

Step 2: Light aerobic exercise, such as walking or stationary cycling, for 10-15 minutes, no resistance training.

In signing below, I give permission for my son/daughter to proceed to Step 3 and participate in physical education activities as described.

Parent/Guardian Signature: _____ **Date:** _____

Step 3: Sport-specific exercise (e.g., ball drills, shooting drills) for 20-30 minutes. No resistance/weight training.

Step 4: "In class" physical education activities/intramural activities/clubs in which there is no opportunity for contact (e.g., aerobics routine, dance, badminton, and volleyball). May add light resistance training and progress to heavier weights.

The time needed to progress from "in-class activities" to "regular physical education activity" will vary with the severity of the concussion and the student.

After Step 4 and before Step 5 (return to physical education activities/intramural activities/clubs), the student must return to the physician for final approval to engage in regular physical education activity.

Second contact with physician:

- Concussion symptoms and signs have gone - student may return to:
 regular physical education class activities
 intramural activities/clubs
 interschool sport activities

Physician signature: _____ **Date:** _____

Physician comments: _____

Step 5: Regular physical education/intramural activities/clubs.

Note: This form must be returned to the Physical Education teacher and, if applicable, to the coach and intramural supervisor. The teacher files this form.

Sample Lightning Procedures

The following safety protocol is a sample of what can be developed for individuals and groups participating in outdoor activities.

Chain of Command

The persons filling the roles listed below are responsible for making the decision to remove a group or individuals from the playing field, stopping the activity, and determining when/if it is safe to resume the activity:

- Curricular activities – teacher
- Intramurals – teacher, intramural supervisors
- Interschool – *Practices*: teacher/coach; *Games*: teacher/coach in consultation with official
- Outdoor Education Trips – teacher in consultation with trip Leader
- Off-Site Activity Providers – teacher in consultation with facility Monitor
- Camps – teacher in consultation with camp director

Plan Your Evacuation and Safety Measures in Advance

A lightning response plan must be planned in advance of the outdoor activity. The following must be taken into consideration:

1. Weather Conditions:

Monitor weather conditions 24 hours prior to outdoor activity or event. Be aware of potential thunderstorms that may form during scheduled outdoor physical education activities, e.g., local weather forecasts (from The Weather Channel, local radio/ TV stations); WEATHER-ONE-ONE-ONE at 1-900-565-5555. This is a user-pay consultation service from Environment Canada. (www.weatheroffice.gc.ca)

2. Shelter:

Know where the closest ‘safe structure or location’ is to the field or playing area, and know how long it takes to get to that safe structure or location.

Safe structure or location is defined as:

- Any building normally occupied or frequently used by people (e.g., a building with plumbing and/or electrical wiring that acts to electrically ground the structure.)
- In the absence of a safe structure, ***any vehicle with a hard metal roof*** (not a convertible or golf cart) and rolled-up windows can provide a measure of safety. (*It is not the rubber tires that make a vehicle a safe shelter, but the hard metal roof which dissipates the lightning strike around the vehicle.*) DO NOT TOUCH THE SIDES OF THE VEHICLE.

Appendix E

Lightning Protocol

Alternate location: If there is no safe structure or location:

- Find the low ground. Seek cover in clumps of bushes or a dry ditch.
- Remove all metal objects.
- Minimize your body's surface area in contact with the ground. Do not lie flat on the ground. (*Lightning current often enters a victim through the ground rather than by a direct overhead strike.*)
% **PLACE YOUR FEET TOGETHER, LOWER YOUR HEAD, CROUCH DOWN WITH ONLY THE BALLS OF YOUR FEET TOUCHING THE GROUND, AND WRAP YOUR ARMS AROUND YOUR KNEES.**
% **If you are in a group in the open, spread out, keeping people several metres apart.**

Unsafe shelter includes:

- all outdoor metal objects (e.g., football standards)
- near flag poles
- fences and gates
- near light poles
- metal bleachers
- golf carts
- machinery, etc.

AVOID trees, water (ponds, creeks), open fields, and high ground.

Detection and Response:

When you first see lightning or hear thunder, activate your emergency plan and seek shelter immediately (go to a building or a vehicle). Lightning often precedes rain, so don't wait for the rain to begin before suspending activities.

Apply the following lightning safety slogan: '**IF YOU SEE IT, FLEE IT; IF YOU HEAR IT, CLEAR IT.**'

Resumption of the Activity:

Wait a **minimum** of 30 minutes from the last visual observation of lightning or sound of thunder before resuming activities.

Injured persons do not carry an electrical charge and can be handled safely. Call 911 or send for help immediately. Apply first aid procedures if you are qualified to do so.

Source of information: U.S National Severe Storms Laboratory (NSSL) National Lightning Safety Institute, Louisville, CO.

Area other than gymnasiums that are used for physical activities
(e.g., concourse, church hall, empty classroom, school basement, cafeteria, stage)

The following is recommended to optimize safety when using an activity room for physical education instruction:

1. An activity room is best suited for activities which have a controlled amount of activity (e.g., aerobics, mat work, fitness stations, skipping, wrestling, dance, beanbag activities, and chair activities). Avoid ball-throwing for distance, dodge ball-type games and games which are “action-packed” and go end-to-end (e.g., tag, soccer, floor hockey).
2. In game activities, implement “no body contact” rule.
3. Plan activities that engage a large number of participants in small spaces that will not jeopardize safety standards.
4. If the activity “room” is an open area, student traffic should go around, not through, the class.
5. Structure drills to provide as much organization as possible.
6. Caution students not to throw objects (e.g., beanbags) against the ceiling, thereby knocking down tiles, dust, lights, etc.
7. Keep activity away from drinking fountains, stage steps, trophy cases, etc. Centre all activities to allow for a “safety zone” of at least one metre around the perimeter. Create visual boundaries, if possible, with cones/pylons.
8. Precautions are needed to guard against doors opening into the activity area.
9. Do not allow students to be involved in an activity that requires constant visual or on-site supervision while the teacher goes to the gym or to a storage area in another part of the school to get equipment.
10. Check to determine if the floor surface provides safe traction and is conducive to activity (e.g., not slippery from water or dirt).
11. Check to determine that the equipment/furniture does not present a hazard.

Appendix G

Safety in Fitness Rooms

Physical Education Safety Guidelines
Intramural

Please see Curricular Physical Education Safety Guidelines for Fitness Activities.

1. To qualify to use the fitness room:
 - Students must be instructed in proper fitness and weight training techniques and safety procedures, either in physical education class or a training session developed by staff with expertise. This should be reviewed as needed.
 - Students must be made aware of inherent risks specific to fitness centre activities.
 - Students and parents need to sign a consent form prior to the student's use of weight/fitness rooms (see Appendix A).
 - Only students training are allowed in the room — **no spectators**.
2. Supervision:
 - Supervising teacher must be on-site.
 - Duties of this teacher:
 - Open and lock fitness room using procedure established by the school.
 - Determine that students are following posted rules and procedures.
 - Establish a procedure to regularly disinfect equipment.
 - Make sure the room is left in proper order.
3. Rules of Use:
 - Minimum number of students using fitness room at any given time is two.
 - Suitable clothing and footwear must be worn.
 - No jewellery allowed in the weight/fitness room.
 - Procedures must be established so that the facility and equipment are inspected by a teacher on a daily basis.
 - A process must be in place so that equipment needing repair is identified, removed from use, and repaired.
 - Any violation of rules may result in some form of sanction being applied (e.g., closure of fitness room).
 - A process must be in place where fitness equipment is disinfected on a regular basis.

1. All newly purchased (new or used) or donated fitness equipment must comply with Canadian Standards Association (CSA) and/or Underwriters Laboratories Ltd. (UL) or Underwriters' Laboratories of Canada (ULC) standards.
2. Equipment installation must be done by qualified personnel (e.g., manufacturer/vendor) in accordance with the CSA and/or UL or ULC standards. Volunteer installations must not be permitted unless supervised by qualified personnel.
3. All used equipment must be inspected by qualified personnel prior to use.
4. Retain inspector's checklist for future reference.
5. An audit of all existing fitness equipment needs to be conducted to determine the general age, condition and compliance level with the CSA and/or UL or ULC standards. A plan needs to be in place to systematically replace the oldest equipment (or that which is in disrepair) with equipment that complies with the CSA and/or UL or ULC standards. Unsafe equipment must be removed from service immediately.

Appendix I-1

Sample Safety Checklist - Gymnasium Facilities

Physical Education Safety Guidelines
Intramural

Each school is to develop a procedure for regular inspection with appropriate follow-up. School Safety Committees are responsible for inspections which are to be completed annually. Physical Education Teachers may be required to assist with some areas.

Site name: _____

Inspection date: _____ Time: _____ Inspected by: _____

Item	Meets Safe Guidelines		Comments/Follow-up Action
	Yes	No	
Adjustable Stage			
• rollers run smoothly			
• locking mechanism secure			
Archery Net Assembly			
• cable and bracket are in good condition			
Basketball Backstop			
• backboards in good condition			
• cable and attachment from backboard to wall secure			
• rims attached and straight			
• Velcro strips on walls behind backboards in good condition to hold mats			
• winch not located directly below a wall-mounted backboard			
• winch in good working order			
• foam at base of backboard attached			
• wall padding securely attached			
• condition of pulleys and cables			
Benches			
• top and supports free from cracks and splinters			

Sample Safety Checklist - Gymnasium Facilities

Item	<i>Meets Safe Guidelines</i>		<i>Comments/Follow-up Action</i>
	<i>Yes</i>	<i>No</i>	
• benches stable, not loose			
Bleachers			
• secured to wall			
• seats and risers free from cracks and splinters			
• portable bleachers function properly			
Ceiling			
• tiles and panels in place			
• lights, diffusers, fans, speakers and their guards attached			
• tiles free of mold and stains			
Change Rooms			
• free of objects that create a hazard (e.g., tables, chairs, pianos)			
• floor provides safe traction			
• benches free from cracks and splinters			
Chinning Bars			
• attachment is secure to wall			
• adjustable parts in good condition			
• peg holes and pegs in good condition			
Climbing Walls - Permanent			
• guide wires secure			
• wall anchors secure			
• platforms properly secured			
Entrances/Exits			
• free of obstructions			
• no doorknobs/protruding handles on gym side of door			
• doors open away from gym area			
• emergency lighting installed where necessary and operable			

Appendix I-1

Sample Safety Checklist - Gymnasium Facilities

Physical Education Safety Guidelines
Intramural

Item	Meets Safe Guidelines		Comments/Follow-up Action
	Yes	No	
• exit signs in working order			
Floors			
• clean and dry			
• provide good traction			
• clear of objects which may cause tripping/slipping			
• sockets covered and flush with floor			
• plates flush with floor and in good condition			
Folding Doors, Suspended Curtain			
• switches or controls working as designed			
• run smoothly			
• fabric in good condition (check for rips and tears)			
• storage pocket clear of equipment			
Fitness Centre/Weight Room			
• chin-up/dip bars secure			
• pulleys and cables on weight machines in good repair (check for fraying)			
• weights secure on machines			
• padding on benches not torn			
• tops/seats on benches secure			
• floor padding in good repair			
• free-weights welds secure			
• cycles, step machines, treadmills in proper working order			
Gymnasium Space			
• free of “stored” furniture, boxes, equipment along perimeter walls and corners			
• p.a. system can be heard			

Sample Safety Checklist - Gymnasium Facilities

Item	Meets Safe Guidelines		Comments/Follow-up Action
	Yes	No	
Ropes			
• not frayed			
Stairs			
• clear of obstacles			
• treads in good condition			
• railings secure			
• free of protruding nails, cracks and splinters			
Storage Room			
• floor clean and walking area clear of equipment			
• equipment stored on designated shelves			
• volleyball/badminton poles secured to prevent injuries from tripping and from falling poles			
• under stage storage is easily accessible			
• trolleys are easily reached and move easily			
• protective flooring is easily moved, installed and stored			
Ventilation			
• gymnasium is adequately ventilated			
• heat is easily controlled			
• gymnasium is free of offensive odors			
Walls			
• all outlets/switches/registers/etc. which pose a hazard must be padded or flush with wall surfaces			
• free of protruding hooks, nails, etc.			
• protective wall mat covers free of tears/wearing			
• mat strips secured to wall, Velcro in good condition			
• Fire Alarm stations are secured and covered			

Appendix I-2

Sample Safety Checklist - Gymnasium Equipment

Physical Education Safety Guidelines
Intramural

Each school is to develop a procedure for regular inspection with appropriate follow-up. School Safety Committees are responsible for inspections which are to be completed annually. Physical Education Teachers may be required to assist with some areas.

Site name: _____

Inspection date: _____ Time: _____ Inspected by: _____

Item	Meets Safe Guidelines		Comments/Follow-up Action
	Yes	No	
Badminton			
• rackets useable (no splinters or broken strings)			
Badminton Net			
• free of exposed wires along top and frayed wires along poles			
• free of ears and holes			
• no sharp edges			
Badminton Posts			
• hooks, pulleys and ratchet in good condition			
Ball Hockey/Floor Hockey			
• goals have welds and frames in good condition			
• wooden floor hockey sticks free of splinters			
• plastic ball hockey sticks free of cracks and broken edges/ends			
• stick blades secure to shaft			
Emergency Equipment			
• first aid kit fully stocked and accessible			
• emergency phone numbers posted			

Appendix I-2

Sample Safety Checklist - Gymnasium Equipment

Item	<i>Meets Safe Guidelines</i>		<i>Comments/Follow-up Action</i>
	Yes	No	
• access to phone/office via P.A. System			
Gymnastics Equipment:			
Balance Beam			
• no tears in covering (rips may be glued down)			
• height-adjustment mechanism functional and in good condition			
• balance beam is stable, level			
Floor Exercise Tumbling Mats			
• no holes (rips may be taped)			
• uniform thickness and compaction throughout			
• Velcro in good condition			
Mini-Trampoline			
• stable with height-adjustment knobs in good condition			
• all springs in place with hooks pointing down or elastic cable in good condition			
• frame pad completely covers springs/cables and frame			
• non-slip rubber feet in good condition			
• take-off surface in good condition			
Pommel Horse			
• horse is stable and level			
• no tears in covering (rips may be taped or glued down)			
• height-adjustment mechanism in good condition			
• pommels smooth, no chalk build-up			
Rings			
• ring stand (if used) secure and vertical (see Uneven Bars)			

Appendix I-2

Sample Safety Checklist - Gymnasium Equipment

Physical Education Safety Guidelines
Intramural

Item	Meets Safe Guidelines		Comments/Follow-up Action
	Yes	No	
• no kinks or knots in steel cables			
• no exposed frayed wire			
• leather/webbing straps checked for wear			
• no splinters, cracks or chalk build-up			
Take-off Board (not a springboard)			
• free of splinters and broken tops/legs			
• floor protection pads in good condition			
• carpeted non-slip take-off surface in good condition			
• all bolts tightened and rubber non-slip pads in good condition			
Uneven Parallel Bars/High Bar/Parallel Bars			
• floor hooks in good condition			
• no “S” hooks			
• if quick-links are used, must be fully threaded			
• turnbuckle hoods functional and fully threaded			
• no kinks or knots in steel cables			
• no exposed frayed cables			
• loops on cables checked for wear			
• height-adjustment mechanism in good condition			
• wood/fibreglass rails have no cracks, splinters or caked-on chalk			
• steel rail is straight			
Vault and Box Horse			
• pad and cover free from tears and wearing			
• sufficient padding to absorb impact			

Item	Meets Safe Guidelines		Comments/Follow-up Action
	Yes	No	
• inner posts solid (box horse)			
• height-adjustment mechanism in good condition			
• free of cracks and splinters			
• nuts, bolts and screws tight			
Mats (e.g., gymnastics, wrestling)			
• covers free of tears and wearing			
• foam in good condition			
• Velcro fasteners functional			
High Jump			
• standards, base, attachments and uprights in good condition			
• portable pit cover free of tears			
• portable pit foam in good condition			
• fibreglass crossbars free of cracks and splinters			
Hoops			
• free of cracks and bends			
Permanent Climbing Walls			
• inspect all climbing elements (e.g., ropes, zip lines, harnesses, carabiners, helmets and ladders)			
Pool Equipment			
• reaching assists in working order			
• lane ropes in working order			
• life jackets in good condition			
• spinal board in good condition			
• ring buoy in good condition			

Appendix I-2

Sample Safety Checklist - Gymnasium Equipment

Physical Education Safety Guidelines
Intramural

Item	Meets Safe Guidelines		Comments/Follow-up Action
	Yes	No	
• starting blocks are secure when in place			
• bench tops and supports free from cracks and splinters			
• bolts and screws secure			
Scooter Boards			
• wheels secure			
• boards free of cracks and broken edges			
Softball			
• wooden and metal bats not cracked			
• good grip end to prevent slippage			
Volleyball Net			
• free of exposed wires along top and frayed wires along poles			
• free of tears and holes			
Volleyball Posts			
• hooks, pulleys and ratchet in good condition			
Other			
•			

Each school is to develop a procedure for regular inspection with appropriate follow-up. School Safety Committees are responsible for inspections which are to be completed annually. Physical Education Teachers may be required to assist with some areas.

Site name: _____

Inspection date: _____ Time: _____ Inspected by: _____

Item	Meets Safe Guidelines		Comments/Follow-up Action
	Yes	No	
Basketball Backstops			
• backboards in good condition			
• rims secure and straight			
• pole anchors stable, in good condition and covered			
• poles corrosion-free			
Basketball Playing Surface			
• asphalt level and free of holes and broken asphalt			
• level playing surface, good drainage			
• free of ruts, trash and animal feces			
Bee Nests			
• area is free of nests			
Benches/Bleachers			
• free of protruding nails, splinters, cracked or rotted wood			
• anchors to ground safely covered			
Goalposts (soccer, football)			
• wooden posts free of rot, cracks and splinters			

Appendix I-3

Sample Safety Checklist - Outside Facilities

Physical Education Safety Guidelines
Intramural

Item	Meets Safe Guidelines		Comments/Follow-up Action
	Yes	No	
• posts free of corrosion			
• posts secure			
Jumping Pits and Runways			
• runway level free of holes, ruts, trash and animals feces			
• sand at appropriate level and free of rocks, glass, etc.			
• boards free of rot and splinters			
• provides safe traction			
Metal Fencing			
• clips and attachments safely secure			
• fencing tight and secure to frame			
• no holes in fence or at ground level			
• anchors to ground stable, in good condition and safely covered			
• posts corrosion-free			
Potential Hazards on School Yard (e.g., trees, exposed roots, posts, streams and other environmental hazards)			
• hazards identified to all staff and students			
• warning signs and barriers are displayed			
Softball Backstop			
• fencing, clips and attachments safely secure			
• fencing tight and secure to frame			
• no hole in fence or at ground level			
• anchors to ground stable and safely covered			
• posts corrosion-free			

Appendix I-3 ***Sample Safety Checklist - Outside Facilities***

Item	<i>Meets Safe Guidelines</i>		<i>Comments/Follow-up Action</i>
	<i>Yes</i>	<i>No</i>	
<i>Softball Playing Surface</i>			
• level ground with good drainage			
• free of holes, ruts, trash and animal feces			
<i>Stairs</i>			
• clear of obstacles			
• treads in good condition			
• railings secure			
• wooden sections free of protruding nails, cracks or splinters			
<i>Track</i>			
• provides safe footing			
<i>Walking and Playing Surfaces</i>			
• asphalt areas level and free of holes and broken asphalt			
• grass and dirt areas free of holes and ruts			
• clear of broken glass, cans, rocks, animal feces, etc.			
• free of drainage problems			
• clear of trip hazards (e.g., exposed footings, roots or other environmental obstacles)			
<i>Other</i>			
•			
•			

Appendix J

Spotting, Lifting, Lowering, Transporting and Supporting Techniques

Prior to introducing an intramural activity involving spotting, lifting, lowering, transporting or supporting techniques, intramural supervisors need to determine that students have instruction in proper lifting, supporting, transporting, lowering and spotting techniques. If the intramural supervisor is not comfortable with students using these skills, then these activities are not to be done. All student participants must also be comfortable with their roles.

Spotting

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

Grades 1-3 students are involved in non-contact spotting only, (e.g., keeping activity area clear, providing verbal cues).

Grades 4-6 students are involved in non-contact spotting as above, as well as checking placement and stability of equipment. They can also help peers maintain balance on the floor and low equipment.

Grades 7-12 students can do all of the above spotting, plus help peers maintain balance on the floor and on all types of equipment.

Lifting/Lowering

The following are proper lifting/lowering techniques:

- back is straight
- knees are bent
- hands are close to the body
- lift straight up
- no twisting of the trunk
- keep object centered with the body
- lift only weight-appropriate objects/people

Where more than one person lifts/lowers another person or object, the base of support must be secure (e.g., hand securely grips another's forearm when lifting a peer). The person being lifted/lowered must be moved using appropriate body parts (e.g., upper limbs).

Transporting

When transporting with hands and arms, weight of object/person needs to be centrally distributed and in front of the carrier.

When transporting someone on your back, refer to the proper lifting techniques mentioned above. Knees must never be in the locked position.

Do not carry students by the neck.

The person being transported must not hold onto the neck (e.g., piggyback with legs wrapped around the transporter's back).

No transporting students with use of shoulders only (with the exception of a pool).

No transporting a person in the inverted position (exception: wheelbarrow race). In wheelbarrow-type activities, the person being supported is held by the thighs and must initiate all forward motion.

Supporting

Never support an object or person using the neck, head, or lower back. Use hips and shoulders for supporting others.

Determine that the base of support is securely established.

Appendix K

Student's Responsibilities

Physical Education Safety Guidelines

Intramural

Students are to conduct themselves in ways that show respect for the safety and well being of both themselves and others.

From the Education Act:

Student Responsibilities

Students enrolled in a school have the following responsibilities:

- a) to observe the code of conduct and other rules and policies of the school board and of the school;
- b) to attend classes regularly and punctually and participate in the educational programs in which the student is enrolled;
- c) to be diligent in pursuing the student's studies;
- d) to respect the rights of others. 1993, c.35, s.72.

Foolhardy behaviour, the use of alcohol, and the non-medical use of drugs, including performance enhancing drugs, must be viewed as safety hazards and must be strictly forbidden at all times.

This prohibition extends to all curricular activities, whether they take place inside school or off school property (e.g., cross-country skiing field trip, in-the-gym basketball activity).

Students must understand how to follow safety procedures and why they should do so.

Students must be informed of the importance of contributing to their own safety.

Responsibility for safety in physical education activities in grades 7 and 8 should begin to shift from the teacher to the student in keeping with the age and maturity level of the student.

The standards of safety are affected by the student's skill and understanding.

- Use impermeable gloves if blood, or bodily fluids containing visible blood, are anticipated.
- Stop the bleeding, cover the wound and change the student's clothing if contaminated with excessive amounts of blood.
- Follow accepted guidelines for control of bleeding and for any bodily fluids containing blood. (Sport Specific Guidelines)
- Wash hands and other affected skin areas after contact with blood.
- Clean any surfaces or equipment with appropriate disinfectant.
- Clean clothes or skin with soap and water or an appropriate antiseptic.
- Use proper disposal procedures for contaminated clothing and equipment.
- Use a ventilation device for emergency resuscitation.
- Avoid direct contact with student if you have an open skin condition.
- Complete a School Incident Report Form.

Interschool

Safety Guidelines

K-12



Generic Section

<i>Intent of the Guidelines</i>	1
<i>Impact and Scope</i>	1
<i>Risk Management</i>	2
<i>Generic Issues</i>	3
<i>Introduction to Sport/Activity Page Components</i>	8
<i>Introduction to the Appendices</i>	16
Archery.....	17
Badminton	20
Ball Hockey/Cosmo Hockey	21
Baseball/Fastball	22
Baseball/Hardball	24
Basketball	26
Bowling - Lawn Bowling.....	28
Broomball - Ice	29
Cheerleading - Acrobatic	30
Cheerleading - Spirit/Dance	32
Cricket	33
Cross Country Running/Orienteering.....	34
Cross Country Skiing.....	36
Curling.....	38
Cycling/Mountain Biking.....	39
Diving - Springboard/Tower.....	41
Dragon Boat Racing.....	43
Fencing.....	47
Field Hockey	48

Football - Flag/Touch	49
Football - Tackle	50
Golf.....	53
Gymnastics -	
Parallel Bars/High Bar/Still Rings/Pommel Horse/Balance Beam/	
Uneven Parallel Bars/Floor/Table or Flatback Vaulting	54
Handball - Wall	56
Hockey - Ice.....	57
Lacrosse - Box/Field	59
Lacrosse - (Inter) Soft.....	61
Ringette - Ice	63
Rowing.....	64
Rugby	68
Skiing - Alpine/Snowboarding/Snowblading.....	69
Skipping	71
Soccer - Indoor/Outdoor	72
Softball - Fastpitch	74
Softball - Lob-ball/Slo-Pitch/Three Pitch	76
Squash	77
Swimming - Synchronized Swimming.....	78
Table Tennis	80
Team Handball.....	81
Tennis.....	82
Track and Field - Discus.....	83
Track and Field - High Jump.....	85

Table of Contents

Physical Education Safety Guidelines *Interschool*

Track and Field - Hurdles	87	Appendix C	Physical Activity and Sport-Related Concussion.....	124
Track and Field - Javelin.....	89	Appendix D	Sample First Aid Kits	128
Track and Field - Pole Vault.....	91	Appendix E	Emergency Action Plan.....	129
Track and Field - Shot Put.....	93	Appendix F	Lightning Protocol.....	131
Track and Field - Steeplechase	95	Appendix G	Safety in Activity Rooms	133
Track and Field - Track Events		Appendix H	Safety in Fitness Centres and Weight Training Rooms.....	134
Sprints & Relays.....	96	Appendix I	Newly-Purchased or Donated Fitness Equipment.....	135
Track and Field - Triple Jump/Long Jump.....	99	Appendix J-1	Sample Safety Checklist - Gymnasium Facilities	136
Triathlon - Swimming/Running/Cycling	101	Appendix J-2	Sample Safety Checklist - Gymnasium Equipment.....	140
Tug of War.....	104	Appendix J-3	Sample Safety Checklist - Outside Facilities.....	145
Ultimate Frisbee.....	107	Appendix - K	Athletic Director/Coaching Expectations	148
Volleyball - Beach	109	Appendix - L	Suggested Criteria for Non-Teacher Coaches.....	149
Volleyball.....	111	Appendix - M	Sample Volunteer Coaching Application Form.....	150
Water Polo	112	Appendix - N	Rules of Behaviour for Participants to PEISAA Championships	152
Weight Lifting.....	114	Appendix O	Universal Precautions Blood and Bodily Fluids.....	153
Wrestling	116	Appendix P	Water Safety.....	154
Appendix A-1 Interschool Athletic Participation/ Acknowledgement of Risk Form	120			
Appendix A-2 Sample Letter to Parents/Guardians	121			
Appendix B-1 Sample Request to Resume Athletic Participation Concussion-Related Injuries.....	122			
Appendix B-2 Sample Request to Resume Athletic Participation Concussion-Related Injuries.....	123			

Intent of the Prince Edward Island Physical Education Safety Guidelines:

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 committee has identified and analyzed reasonable foreseeable risks and have developed these guidelines which include 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, practised by the teacher/coach, based on up-to-date information, common sense observation, action and foresight, is the key to safe programming. The intent of the Interschool Safety Guidelines is to focus the teacher's/coach's attention on safe activity practices for facility and equipment safety checks and appropriate supervision and officiating in order to minimize the inherent element of risk. By implementing safe instructional practices, such as the selection of appropriate skill progressions, facilities, and equipment safety checks and appropriate supervision and officiating, the potential for injury will be minimized. It is hoped that 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 participate in interschool athletics.

Impact and Scope of this document:

The Safety Guideline statements are mandatory. An activity must not occur unless these statements have been addressed.

This document sets out minimum guidelines that must be used by coaches and administrators in addressing the safety component of interschool athletics. Interschool athletics is defined as school-sponsored, competitive program which:

- occurs outside the student's instructional time;
- involves a selected school team/group;
- involves a competition against another outside team/group.

Curricular and Intramural Guidelines can be found in the first and second modules respectively.

Risk Management

The following elements of risk must be taken into consideration by the teacher/coach:

- The competition is age-appropriate for the students' physical/mental abilities and behavioural patterns.
- The coach/supervisor has the knowledge/experience and certification (where applicable) in accordance with the safety guidelines to coach/supervise the activity safely.
- In addition to the supervision ratios outlined in the safety guidelines, the activity must meet Board standards for physical activity supervision ratios.

Consideration must be given to environmental factors (e.g., extreme weather, changes to site being used [e.g., extreme change in wind conditions at cross country running practice]).

A. Generic Issues

Please Note

- Lists of examples in these guidelines are not exclusive.
- The following guidelines are not listed in any order of priority.
- All guidelines statements are mandatory.

There are many common guidelines for safety which apply to all interschool athletics. Some such commonalities are as follows:

1. Each school must appoint a teacher or administrator who is responsible for the interschool athletic program, to determine that each coach is familiar with the school/board's coaching philosophy and relevant documents. (Refer to PEISAA Rules and Regulations available at www.edu.pe.ca/peisaa).
2. Prior to students' first practice, coaches need to be aware of the medical background and physical limitations of their team-tryout members. This include knowledge of students with heart disorders, asthma, epilepsy, diabetes, severe allergies, anaphylaxis, etc. Each school needs to develop a process by which this medical information is shared with the coach. ***The coach must have student athletes' medical information available at all practices and all games*** (see Appendix A).

For students with medical conditions (e.g., asthma, life-threatening allergies, diabetes, etc.) check that:

- There is an emergency action plan in place for the medical condition in case of an emergency (see Appendix E).
 - Medical support is readily available when needed or in case of an emergency. Follow Board Policy related to administering:
 - life-threatening allergy (anaphylaxis) – epinephrine auto injector
 - diabetes – hyperglycemia – blood-testing kit and a fast-acting sugar
 - asthma – asthma relief medications
3. Prior to the student's first practice, parents need to be made aware of the risks inherent in sport participation and must sign and return a form. A sample is provided. (See Appendix A.)
 4. Prior to teaching the skills of the sport/activity, the possible risks of the activity must be outlined. Warnings, possible dangers, and a demonstration on how to minimize the risks must occur and procedures and rules for safe play must be implemented (e.g., whistle signal to stop all activity).
 5. Coaches must teach proper techniques related to offensive and defensive skills.
 6. If a student misses a practice/game due to an injury or illness requiring professional medical attention (e.g., medical doctor, chiropractor, physiotherapist, etc.) the coach must receive communication from a medical professional or the student's parent/guardian, giving him/her permission to return to play. For sample forms, see Appendix B1 and B2.

7. **Concussion Information.** Definition: a concussion is a brain injury that causes changes in how the brain cells function, leading to symptoms that can be physical (e.g., headache, dizziness), cognitive (e.g., memory problems, decreased concentration), or emotional (e.g., feeling depressed). The brain injury cannot be seen on x-rays or CT scans. A concussion can occur even if there has been no loss of consciousness; *in fact, most concussions occur without a loss of consciousness.* A concussion can occur from a direct blow to the head, but may also occur from major physical trauma to other parts of the body (e.g., a sideways check to the body) that cause a whiplash effect on the head and neck. (Adapted from *ThinkFirst Position Statement on Concussion*). For more information on current concussion guidelines, see *Canadian Guideline on Concussion in Sport – Parachute* <https://parachute.ca/en/injury-topic/concussion/>

Procedures for sport/physical activity-related concussion in students (ages 5-18)

- I. A student who has sustained a suspected concussion during sport must be immediately removed from play and not allowed to return to play that day (even if the student says he/she is feeling better).
- II. Upon determination of a suspected concussion, the student must be closely monitored for any signs or symptoms of deterioration and must not be left alone. For a list of signs and symptoms of concussion, see Appendix C .
- III. An unconscious student must be assumed to have a cervical spine injury and must be appropriately immobilized (e.g., collar/ spinalboard) before ambulance transportation to hospital. All students with a suspected concussion (brain injury), even if there was no loss of consciousness, need to be evaluated by a physician as soon as possible.
- IV.
- V. Parents/Guardians must be informed of the importance of the head injury being evaluated by a physician. Following medical examination, the student must be monitored by a responsible adult for the next 24-48 hours for signs of deterioration. If any signs of deterioration occur, the student needs to be immediately re-evaluated by a physician.
- VI. After the student has been symptom-free for several days and has received medical clearance, he/she can begin supervised stepwise return-to-play protocol. See Appendix C .
- VII. Return to sport following a sport-related concussion must only occur after medical clearance (in writing) by a physician. See Appendix B-2.

It is critical to see Appendix C for important information on concussion.

(Adapted from “Identification and management of children with sport-related concussion”, *Pediatrics & Child Health* 2006; 11 (7):420-428).

8. Coaches must be aware of and adhere to the school board’s transportation policy regarding interschool team travel (e.g., board-sponsored and private vehicles). Parents/guardians must be informed of the mode of transportation and the student expectations required.
- 9.

Encourage athletes to consider purchasing the **Gold Plan** Student Accident Insurance Policy. Basic insurance is automatically provided to any student enrolled in a public school in the province of Prince Edward Island and who is covered under a Canadian Federal or Provincial Hospital/medical Plan. Please refer to the respective school board website regarding the PEI School Accident/Insurance Program.

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10. Apply your school's Emergency Action Plan to deal with accidents in interschool athletics. For details on an emergency action plan, see Appendix E.
 11. An appropriately stocked first aid kit must be readily accessible. When activities are offered off-site, an appropriate portable first aid kit must be readily accessible. For a sample listing of first aid items, see Appendix D.
 12. Universal precautions (e.g., using impermeable gloves) must be followed when dealing with situations involving blood and other bodily fluids (see Appendix P). Coaches must refer to their Board and other policies that address blood and bodily fluid procedures (e.g., sport governing body, association regulations).
 13. Parents/Guardians and student athletes must be made aware of safety precautions related to environmental factors (e.g., effects of sun, hypothermia, frostbite, dehydration, viruses transmitted by insects).
 14. Before involving athletes in outdoor athletics, coaches must take into consideration the temperature of the day, previous training, and the length of time the students will be vigorously active.
 15. Students must be made aware of the locations of fire alarms/exits and alternative exit routes.
 16. Approval from the appropriate school board official must be received if a coach wishes to include activities that do not resemble guideline activities. As part of this process, the teacher/coach must demonstrate that all appropriate precautions will be taken in the interest of student safety. ***Individuals wishing to make additions and/or modifications to the interschool safety guidelines need to contact the Department of Education and Early Childhood Development to initiate the process.***
 17. Lightning is a significant weather hazard that may affect outdoor activities. Safety precautions and protocols must be developed and communicated to participants and spectators in response to potential lightning risk factors. At all times, the Board's lightning procedures are the mandatory minimum standards. In situations where a higher standard of care is presented (e.g., interschool game officials) the higher standard of care is to be followed. For lightning procedures see Appendix F.
 18. Where an incident occurs that increases or could increase the risk of injury, corrective actions must take place to help prevent its reoccurrence.
 19. At the start of the sport season, coaches must instruct students in expected conduct (e.g., in change rooms, when visiting schools, etc.).
 20. The presence and location of spectators must not present a safety concern.

21. Any modifications teachers/coaches make to guideline statements must RAISE the level of safety, not LOWER it.
22. Game officials must be knowledgeable about the rules of sport and meet minimum age requirement for the specific sport
23. Interschool athletics have been categorized into two areas: higher risk sports and lower risk sports. Higher risk sports are those sports which are characterized by:
 - a greater potential for injuries with severe consequences;
 - contact: person-to-person and person-to-equipment;
 - uniqueness of equipment used;
 - speed of action;
 - protective equipment used;
 - type of supervision required;
 - type of training required.

<i>Higher Risk Sports</i>	<i>Lower Risk Sports</i>		
<ul style="list-style-type: none">• Archery• Broomball (Ice)• Cheerleading (Acrobatic)• Cycling/Mountain Biking• Diving• Dragon Boat Racing• Fencing• Field Hockey• Football (Tackle)• Gymnastics• Hockey (Ice)• Lacrosse (Field and Box)• Ringette (Ice)	<ul style="list-style-type: none">• Rowing• Rugby• Skiing (Alpine)/Snow Boarding/Snowblading• Steeplechase• Swimming/Synchronized Swimming• Track and Field - Javelin, Shotput, Discus, High Jump, Pole Vault, Triathlon• Water Polo• Weightlifting• Wrestling	<ul style="list-style-type: none">• Badminton• Baseball• Basketball• Bowling• Cheerleading (Spirit/Dance)• Cricket• Cross-country Running/Orienteering• Cross-country Skiing• Curling• Football (flag/Touch)• Golf	<ul style="list-style-type: none">• Handball• Handball (Team/Wall)• Racquetball• Soccer• Softball (Slo-Pitch/Three Pitch)• Squash• Table Tennis• Tennis• Track and Field -Track Events, Long Jump, Triple Jump, Hurdles• Ultimate Frisbee• Volleyball

For higher risk sports, these additional requirements must be met:

- a) It is the responsibility of the participating schools to provide first aid coverage throughout the entirety of any higher risk activities or performances (e.g., rugby, wrestling).
- b) The minimum requirement for first aid coverage at a game or practice is the presence of an individual who takes responsibility for providing first aid to injured participants.
- c) Game/match official(s) must be certified and/or experienced in officiating the sport.
- d) Coaching expertise for any higher risk sport must be derived from at least one of the following:
 - Module A Introduction to Competition;
 - NCCP Coaching Course for Schools;
 - attendance at a clinic or workshop in that sport within the last three years;
 - past experience (within last 10 years) as a player or coach in that sport.
 - Coaching Association of Canada School Coach Module.

B. Introduction to Sport/Activity Page Components

1. Guidelines:

- a) Guidelines for each activity are outlined according to the following critical components:

Equipment	Special Rules/Instructions
Clothing/Footwear	Supervision
Facilities	

- b) All statements found on activity pages and supporting Appendices A-P are mandatory. An activity must not occur unless these guidelines have been addressed.

2. Equipment:

- a) When using any equipment care must be taken to determine that it is safe for use (e.g., no sharp edges, sharp corners, cracks, or splinters) and that its size, mass, and strength are appropriate.
- b) All balls must be properly inflated.

- c) **Personal Equipment:**

- Students and parents must be made aware that equipment brought from home for use in interschool sporting activities must be in safe playing condition (e.g., hockey helmets, racquets, golf clubs, hockey sticks).
- Parents and athletes must be made aware of safety precautions with mouth guards and eyeglasses, including the need for an eyeglass strap and shatterproof lenses for some activities. See Appendix A.
- Where sport-governing bodies, and/or local/regional/provincial athletic associations require specific personal equipment (e.g., throat protectors in hockey), parents/guardians and students must provide equipment that conforms to recognized standards.
- Where school boards, schools, or parents/guardians provide protective equipment, all equipment must conform to recognized standards and must fit properly.
- Personal equipment must not be altered beyond the adjustments provided for in the original equipment. Any alteration that compromises the protection that the equipment provides (e.g., cutting a portion off the back of mouth guards) destroys the safety certification.
- Student athletes must be informed that they are not to share water bottles.
- Students must be informed that they have a responsibility to report personal equipment problems and defects to the supervising coach.

d) **Non-Personal Equipment:**

- All equipment must be checked regularly by the coach to determine that it is in good working order. Athletes also must be encouraged to report equipment problems to coaches. For more information, see Appendix J-2.
 - Equipment needs to be inspected and maintained on a regular basis by capable and knowledgeable personnel (e.g., inspection company, Board Health and Safety Committee) and documentation maintained.
 - Coaches must perform a visual check of equipment before each practice and competition and remove or have broken equipment repaired.
 - When borrowing, renting, or lending equipment for practice or competition (e.g., wrestling mats, lane ropes, gymnastic equipment), the coach must determine that equipment conforms to recognized safety standards and has been inspected for safety.
- e) Helmets. Canadian Standards Association (CSA) the regulatory body in Canada that provides the safety standards and regulations for protective head equipment – helmets. As of January 2008, the CSA has safety standards for only ice hockey helmets and cycling helmets and regulations for only the ice hockey helmet. The CSA announced standards for alpine skiing/snowboarding helmets in 2009.

The specific activity pages under ‘Equipment’ criteria outlines where the activity mandates the wearing of a helmet. Where the activity page does not specifically mention a CSA approved ice hockey helmet, cycling helmet or other standard for a helmet the comment will read: ‘*A suitable helmet for the activity must be worn.*’

To locate and select a suitable helmet for the activity the use of the following may be helpful:

- Consult the sport governing body of the activity.
- Consult a reputable provider (retailer) of the equipment (e.g., skateboard) for information on the most suitable helmet.
- Select a helmet that is sport specific for the activity using a Safety Standard Body outside of Canada, e.g.:
 - American Society for Testing Materials (ASTM)
 - National Operating Committee for Standards in Athletic Equipment (NOCSAE).

Where a Canadian Standard Association standard becomes available for an activity helmet, that CSA approved helmet is to be the choice for use.

- f) When equipment (e.g., fitness equipment) is purchased second hand or donated to your school/school board, follow the guidelines for new/donated equipment in Appendix I.

3. **Clothing and Footwear:**

- a) Appropriate athletic footwear must be worn for interschool athletics. Prescribed team uniforms for competition will be designated by the local sport-governing association.

- b) Devices used to tie back long hair must not present a safety concern.
- c) Hanging jewellery must not be worn. Jewellery which cannot be removed and which presents a safety concern (e.g., medical alert identification, religious requirement jewellery) must be taped or securely covered. Deviations from this minimum are listed on activity pages.

4. Facilities:

- a) To provide a safe environment for interschool athletics, the coach 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 Appendices J-1-J-3). Hazards must be identified and removed as a factor in the activity. Potentially dangerous and immovable objects (e.g., goalposts, protruding stage, bleachers, and benches) must be brought to the attention of students, coaches, officials, etc. Students also must be encouraged to report facility problems to the coach. For more information on the role of the student in safety, see Appendix O.
- b) All interschool facilities and major equipment must be inspected and a written report completed by a reputable third party on a regular basis. School Safety Committees are responsible for this.
- c) Floor sockets must have cover plates.
- d) For all indoor activities, walls and stages must not be used as turning points or finish lines. A line or pylon could be designated in advance of the wall or stage.
- e) Foreseeable risks must be identified and precautions taken to minimize risks. For safety precautions when using non-gymnasium areas, see Appendices G, H, and J-3.
- f) Equipment/furniture which presents a risk to the student must not be stored around the perimeter of the area in use for interschool athletics. A reasonable number of benches, as well as mats secured to the wall, are exceptions to this statement.
- g) The presence and location of spectators must not present a safety concern.
- h) A telephone or other suitable means of communication must be available for all activities/locations.
- i) Playing fields must be free from hazards (e.g., holes, glass, and rocks). Severely uneven surfaces must be brought to the attention of the principal and municipal staff (where appropriate) and modifications made, if necessary. Field/outdoor playing areas must allow for sufficient traction. Other facilities that are used (e.g., pools, arenas) must conform to local safety standards and be free from hazards. Concerns about potentially dangerous situations must be reported to appropriate authorities.

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- j) Any use of a facility must be supervised.

5. *Special Rules/Instructions:*

- a) The skills of an interschool sport must be taught in proper progression prior to participation.
- b) Coaches must be encouraged to stay current with respect to safe exercise techniques.
- c) Prior to teaching skills of the sport the coach has a duty to:
 - outline the inherent risks involved in the activity;
 - demonstrate how to minimize the risks;
 - set procedures and rules for safe participation.
- d) Fitness development appropriate to the level of competition must be addressed.
- e) Before involving athletes in strenuous outdoor activity, the coach must take into consideration:
 - the temperature;
 - previous training;
 - length of time athletes will be vigorously active.
- f) Athletes must be made aware of ways to protect themselves from UV rays (e.g., use of hats, sunglasses, sunscreen).
- g) Students must receive instructions on the importance of reporting symptoms related to a suspected concussion.
- h) Athletes must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes). See Lightning Protocol, Appendix F.
- i) Adequate liquid replacement must be accessible for athletes during practice and competition.
- j) Some activities refer to an “In-Charge Person”. While the coach/coach liaison is “In Charge” and responsible for the overall safety and well-being of persons under his/her care, sometimes there are other personnel who must be identified as “In Charge” related to specific situations (e.g., a pool lifeguard). In activities where an “In Charge” person is designated, that person must make final decisions regarding the safety of the participants.
- k) When involved in practice drills, students must not be required to close their eyes or be blindfolded.

-
- I) Casts/orthopaedic devices must not present a safety concern to student athletes or other participants. To determine whether an athlete can compete, contact:
 - the sport governing body
 - PEISAA
 - a relevant referees association
 - see activity page

6. *Supervision:*

Supervision is the vigilant overseeing of an activity for regulation or direction. All facilities, equipment, and activities have inherent risks, but the more effectively they are supervised, the safer they become.

- a) Definition of a coach: a coach can be any individual approved by the principal or designate (see Appendix K). Any coach who is not a teacher or administrator employed by the board or an individual with teaching certification approved by the principal (e.g., retired teacher, teacher not under contract) must:
 - complete the application form for outside coaches (see Appendix M);
 - be interviewed and approved by the principal or designate (see Appendix L);
 - become familiar with relevant school and board policies and procedures provided by the principal or designate;
 - be assigned a coach liaison;
 - have a current police check.
- b) Role of Coach Liaison within a School District: the principal or designate is to appoint a coach liaison who is a teacher or administrator employed by the Board for every coach who is not a teacher or administrator employed by the board and not an individual with teaching certification approved by the principal (e.g., retired teacher, teacher not under contract). The coach liaison will be responsible for carrying out all the duties required of a teacher pursuant to the Education Act and these Safety Guidelines (see Appendix K). The level of support will be commensurate with the expertise and qualifications of the coach and will be determined by the principal or designate. As a minimum, the designated coach liaison will provide “in-the-area” supervision for all practices, games, and competitions.

“In-the-area” supervision of a non-teacher coach means that the coach liaison **must be accessible** and at least one of the following criteria must be in place:

- coach liaison is visible;
- coach liaison circulating on the same site;
- coach liaison is at the same location and whereabouts is known;
- location of coach liaison is known;
- if the coach is a high school student and under the age of 18, the coach liaison must be visible at all times.

-
- c) The Role of Coach Liaison Outside of the School District: when a school team is travelling outside of their school district, a coach liaison from the same school/school district must accompany the team, must be accessible and at least one of the following criteria must be in place:
 - coach liaison is visible;
 - if a coach is a high school student and under the age of 18, the coach liaison must be visible at all times;
 - coach liaison is circulating on the same site;
 - location of coach liaison is at the same location and whereabouts is known.
 - d) Supervision by the Coach: All activities must be supervised. Three categories of supervision are designated in this document: “**Constant visual**”, “**On-site**”, and “**In-the-area**”. The categories are based on the principles of general and specific supervision which take into consideration the risk level of the activity, the participants’ skill level and the participants’ maturity.
 - “**Constant visual**” supervision means that the coach 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 the coach be presence but not necessarily constantly viewing one specific activity. Momentary presence in adjoining rooms to the gymnasium is considered part of the on-site supervision.
 - “**In-the-area**” supervision means that the coach could be in the gymnasium while another activity is taking place in the area near the gymnasium. “In-the-area” supervision requires the coach to be readily accessible.

Example: During a track and field practice, some students are involved in high jump, some in relay, and others in distance running.

- “Constant visual” supervision - High Jump – Coach is at the event and is observing activity.
- “On-site” supervision - Relay - Students are participating on the track/field and can be seen by the coach.
- “In-the-area” supervision - Distance Running - Students are running around the school and at times may be out of sight.

- e) Students must be aware that the use of equipment and the gymnasium are prohibited without the appropriate type of supervision. In addition to written or verbal communication, at least one of the following deterrents must be in place:
 - locked doors;
 - signs on doors indicating that students are not to use the gym unless supervised;
 - staff scheduled and present in the area of the gym (e.g., an adjoining physical education office) in order to see students who might enter the gym unauthorized.

The level of supervision must be commensurate with the inherent risk of the sport and the maturity of the athletes.

- f) Establish routines, rules of acceptable behaviour and appropriate duties of students at the beginning of the sport season and reinforce throughout the season. Coaches must sanction students for unsafe play or unacceptable behaviour, and must exercise that responsibility at all times. Refer to Appendix O for more information on student behaviour.
- g) Rules of the sport must be taught and strictly enforced.
- h) In situations where a substitute teacher or other teacher is asked to coach a practice or game, the following must occur: (co-op students, other secondary students, or preservice teachers must not be the sole supervisor of a school team):
 - administrators must address a substitute teacher's competence level with sport/activity;
 - absent coach or administrator or designate must provide the Safety Guidelines page(s) for interschool sport/activity;
 - absent coach must specify restrictions/modifications for students with health or behavioural problems.
- i) When an interschool sport includes a large number of participants (e.g., a school cross-country team) the ratio of coaches to participants must satisfy safety concerns.
- j) A school is responsible for supervising its own spectators. The ratio of supervisor to spectators must address safety concerns.
- k) The Meet Manager must address the issue of event security.
- l) When an interschool sport includes several higher-risk activities (e.g., track and field) the ratio of coaches to participants must satisfy safety concerns.

7. *Coaching Qualifications:*

Coach in charge must:

- Review local guidelines for the sport and attend appropriate clinics and coaches' meetings.
- Adhere to coaching qualifications for higher-risk sport (see individual sport pages).

Coaches must be encouraged to:

- Complete Level 1 Theory and Technical of the National Coaching Certification Program (NCCP) or equivalent in the sport he/she is coaching and/or the NCCP Coaching Course for Schools.
- Be encouraged to attend a basic first aid course.

8. *Coach's Role and Responsibilities:*

- a) The coach must work with student athletes in a professional manner that emphasizes respect, fair play, and skill improvement.

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- b) It is the coach's responsibility to be knowledgeable of the rules and the skills necessary for the students to play the game safely.
 - c) The coach is to be familiar with the contents of:
 - the Board's Risk Management Policy and Administrative Procedures for Interschool Sports;
 - the Board's Transportation Policy;
 - PEI School Athletic Association Rules and Regulations.
 - d) The Interschool Athletic Participation Form (see Appendix A) must be completed by the parent/guardian and returned prior to the student's participation in the first practice. Coaches must have access to the forms at ALL practices, games, and competitions.
 - e) Coaches must provide a suitable level of competition according to skill, size, age, and conditioning of the student. Coaches must examine the intensity and frequency of drills, practices, and games in order not to put the student at risk (e.g., excessive repetition of heading or hitting skills).
 - f) Inform parents, through written and/or verbal communication, of the times and locations of practices and games.
 - g) When there has been an interruption to a competitive season of more than two weeks, coaches must provide appropriate practice time before competition may resume.
 - h) Early in the season, clearly establish expectations and general conduct for practices and games. Involve players in formulating behavioural guidelines; fostering player discipline and self-control to minimize risks and promote fair and safe play (see Appendix O).
 - i) The coach must communicate to players that there is zero tolerance towards initiation/hazing activities.
 - j) **Game Protocol:**
 - Officials must be treated with respect. Officials' decisions are final (e.g., officials' decisions can **only be questioned** through proper procedures).
 - It is the responsibility of the coaches to control their teams and instruct their players to participate in a safe and fair manner according to the rules of the game.
 - Visiting coaches are responsible for their teams' behaviour and the behaviour of team followers who represent their school.
 - Coaches must be aware of the school's coaching handbook and coaching code of behaviour where applicable.
 - k) Participants must be appropriately supervised during all phases of the activity: practices, warm-up, competition, and breaks. If a coach cannot fulfill the specified level of supervision, the activity must be stopped.

- l) At the end of the practice/competition, the coach must confirm/ascertain that ALL team members have left the facility before leaving himself/herself.
- m) For all sports, where the coach is not of the same sex as the athlete(s) and where the athlete(s) might be required to stay overnight, a supervisory adult, as approved by the principal of the school, of the same sex as the athlete(s), must be present and available at the accommodation site for the duration of their stay.
- n) Before each practice or game, the coach must visually inspect facilities and playing surfaces to determine that they meet safety guidelines.

The coach must not allow participation if he/she is not satisfied that the facilities, including the playing surface, are safe.

9. Player's Role and Responsibilities:

- a) All participants are expected to abide by the established behavioural guidelines.
- b) All participants are expected to report any behaviour that contravenes the established behavioural guidelines.
- c) All participants are expected to report all injuries to the coach.
- d) All participants are expected to report any unsafe equipment/facilities to the coach.

Introduction to the Appendices

Information in the Appendices addresses the required elements previously described in the generic section.

It is mandatory that School Boards address all these safety elements (e.g., parental permission, medical information).

Each appendix was developed as a sample for School Boards to localize as needed.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs), and must provide sufficient traction.	These guidelines must be shared with the activity provider. Skills must be taught in proper progression.	Constant visual supervision.
A working communication device (e.g., cell phone) must be accessible.	No jewellery. No loose fitting clothing on the upper body.	Determine that all facilities are safe for use. Areas must be free of obstructions and hazards.	Competitions must be based on skills that are taught. Parents/guardians must be made aware of any off-campus activity and the means of transportation used.	Head coach must demonstrate knowledge of facility, skills, and teaching strategies to principal or designate.
Determine that all equipment is safe for use.	No sandals.	For indoor shooting, a properly installed safety net must be used.	Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none">• UV rays (e.g., use of hat, sunglasses, sunscreen)• insects (e.g., repellent)	Coaching expertise for the head coach derived from at least one of the following: <ul style="list-style-type: none">• NCCP Level One Technical in Archery• attendance at an archery clinic or workshop within the last three years• past experience as a player or coach in archery within the last 10 years.
All equipment must be inspected on a regular basis and repaired as necessary.	Long hair must be tied back.	Access/exit to the facility must be controlled and warning sign posted. For outdoor activity, the shooting area must be well marked and controlled.	Be aware of student athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section). A student athlete's fitness level must be commensurate with the level of competition.	
Arm guards and finger tabs must be made available to students.		If an outdoor facility does not have a safety net or controlled natural safety barrier (e.g., hill), then an overshoot area must be established, well marked and controlled.	Establish a "Start" and "Stop" shooting and retrieving system. Establish an emergency procedure, including whistle system.	
Bow length and weight must correspond to the height and strength of the participant.				

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Appropriate targets must be:</p> <ul style="list-style-type: none">• a minimum of 10 cm (4") of .9kg (2lb) density ethafoam pieces, or equivalent• 1.2m x 1.2m (4'x4') in size target face• 60cm (24") target faces for recurve bow <p>Compound bows are acceptable when target butts are able to stop compound shot arrows.</p> <p>Where compound bows are used, targets must meet the following minimum requirements:</p>		<p>Archery equipment must be stored in two separate secured areas.</p> <p>Arrows in one separate secured area, bows in another separate secured area.</p>	<p>Prior to initial shooting, students must receive instruction on:</p> <ul style="list-style-type: none">• safety and emergency procedures• whistle system• shooting techniques• care and use of equipment• how to remove an arrow from a target butt safely. <p>“Firing” line must be established, appropriate for the skill level of the students. Sufficient spacing must be provided for each student on the “firing” line.</p> <p>No one in front of firing line.</p> <p>All students not involved in shooting must be positioned well behind the firing line and away from the archers on the line.</p> <p>Students must be instructed that a loaded bow must never be pointed at anyone.</p> <p>Bows must only be loaded on the shooting line, after the signal to shoot has been given.</p>	<p>An individual who takes responsibility for providing first aid to injured students must be present during the entire practice/competition.</p>

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<ul style="list-style-type: none"> • 30-35cm (12-14") deep bin/box of rags, plastic bags, stretch wrap, window screening, etc., which is inside the box and packed tightly • 5cm (2") density of 2lb ethafoam or equivalent on the front • 40cm (16") target face for compound bow • 60cm (24") target faces for recurve bow <p>No crossbows.</p> <p>Floor, back, or side quivers must be used.</p>				

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be accessible. Determine that all equipment is safe for use. Racquets must be inspected regularly for breakage and to determine proper grip. Protective eye gear meeting ASTM F803 singles and doubles competitions and all practice situations.	Appropriate clothing and footwear must be worn. No hanging jewellery.	Determine that all facilities are safe for use. Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction. Court boundary lines must be clearly defined. A safety procedure must be established for side-by-side courts.	Skills must be taught in proper progression. Games must be based on skills that are taught. Where the activity takes the student off-site, parents/guardians must be made aware of means of transportation used. Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section). A student athlete's fitness level must be commensurate with the level of competition. When teaching/practicing skills, adequate spacing must be allowed for each athlete to be able to make an uninterrupted swing. The code of etiquette for court play must be taught and enforced (e.g., not entering a court being used). Players must stop play whenever a foreign object comes onto the court. Encourage front court player to avoid facing partner during a rally.	On-site supervision is required during initial instruction. In-the-area supervision is required after initial instruction. Setting up of equipment requires on-site supervision.

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use</p> <p>Stick blades must be checked regularly to determine the blade is securely and safely attached to the stick.</p> <p>Use only regulation plastic ball hockey, cosom hockey sticks, or a wooden hockey shaft with plastic blade.</p> <p>Goalies must wear protective mask (e.g., hockey helmet with cage, softball mask).</p> <p>Goalies to wear gloves appropriate to activity (e.g., ball glove).</p> <p>Use “soft” ball, (e.g., P30, P40, foam ball, yarn ball, plastic or soft rubber puck). Stick blade must be checked for cracks.</p> <p>All players must wear CSA approved helmets and masks.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No rings. No watches.</p>	<p>Determine that all facilities are safe for use.</p> <p>Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and must provide sufficient traction.</p> <p>Floor plugs must be in place.</p>	<p>Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught.</p> <p>The following rules must be in place and enforced by penalties:</p> <ul style="list-style-type: none"> • no body contact • no stick-on-body contact or stick-on-stick contact • no slap shots • implement a crease for protection of the goalie and no other player or player's stick is allowed in the crease <p>Stick must remain below waist at all times.</p> <p>Penalties for stick infractions must be strictly enforced.</p> <p>Goalies must remain in crease area during play.</p> <p>Parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may effect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p>	<p>On-site supervision is required.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be accessible. Determine that all equipment is safe for use. Approved helmets must be worn by batters, base runners and the on-deck batter. Helmets must have earflaps on both sides. Back catcher must wear all equipment specified under Prince Edward Island Baseball Association rules. Suitable pelvic area protection must be worn by all players. Warm up back catchers must wear a mask. All equipment must be kept out of the playing area. Bases must be properly secured. Wooden bats are used.	Appropriate clothing and footwear must be worn. No metal or compound cleats. Molded cleats only. No jewellery.	Determine that all facilities are safe for use. Playing surface and surrounding area must be free of all obstacles. Diamond must be level and groomed. Backstops must be checked for broken wire prior to each game. Entrance gates to the playing field must be closed at all times. Dugouts must be screened to protect players. Holes and severely uneven surfaces must be reported to the coaches, convenor, student athletes and officials. Coach must notify appropriate school officials.	Skills must be taught in proper progression. Games must be based on skills that are taught. Umpire must wear mask and chest pad. Appropriate sliding techniques must be taught to minimize the risk of injury. There must be no head-first sliding into base other than returning from a leadoff position. Teach batters to use proper grip (not cross-handed). A conditioning program that encourages flexibility, improved cardiovascular fitness and pre-event warm-up must be introduced. Players throwing to warm up must do so away from the playing area. Players must be taught to lie down or drop the bat after hitting, not release it during the follow-through of the swing.	On-site supervision.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
Student coaches at first and third base must wear an approved baseball helmet.		<p>If, in the opinion of the umpire after consultation with both coaches, the field is deemed to be unsafe for play, the game must be rescheduled.</p> <p>There must be sufficient turf for proper traction and impact absorption.</p>	<p>Pitchers are limited to a maximum of 60 pitches per game and no more than two games per day.</p> <p>Players not involved in the game must be on or behind the bench.</p> <p>Parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Baseball

Hardball

Physical Education Safety Guidelines
Interschool

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>All bats must have proper grip.</p> <p>Bats/gloves must comply with the current Prince Edward Island Baseball Association rules.</p> <p>The on-deck batter, batboy/batgirl, base runners and student base coaches must wear a properly fitting batting helmet with flaps, covering both ears.</p> <p>Helmet chin straps are mandatory and must be worn as designed by the manufacturer.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No metal or compound cleats.</p> <p>Moulded cleats only.</p> <p>No jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Diamond must be level and groomed.</p> <p>Practice fields must be level, and away from traffic and other activities.</p> <p>Entrance gates to the playing field must be closed at all times.</p> <p>Dugouts and/or players' benches must be screened to protect players.</p> <p>Holes and severely uneven surfaces must be reported to the coaches, students, and officials. Coach must notify appropriate school teacher/supervisor.</p> <p>If, in the opinion of the umpire, after consultation with both coaches, the field is deemed to be unsafe for play, the game must be rescheduled.</p>	<p>Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught.</p> <p>Adequate liquid replacement must be accessible.</p> <p>Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) <p>Parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see lightning appendix]).</p>	<p>On-site supervision.</p>

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Catcher must wear all equipment specified under Prince Edward Island Baseball Association rules.</p> <p>Warm-up catchers must wear a mask with throat protection.</p> <p>Suitable pelvic area protection must be worn by all players.</p> <p>All equipment not in use must be kept out of the playing/practice area.</p> <p>Bases must be properly secured.</p> <p>All equipment must be checked regularly by the coach/teacher to determine that it is in good working order.</p> <p>Where pitching machines are being used, they must be inspected prior to use and be under the direct supervision of a teacher/coach.</p> <p>Umpire must wear mask and chest pad.</p>		<p>There must be sufficient turf for proper traction.</p> <p>Prior to use, backstops, fences and fields must be checked for hazards. Any hazards found must be reported to students and appropriate officials.</p>	<p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Appropriate sliding techniques must be taught to minimize the risk of injury.</p> <p>There must be no head first sliding into base other than returning from a leadoff position.</p> <p>Warm ups and drills (e.g., hitting, throwing, stretching) must each be in a dedicated area so that one activity does not present a hazard to another.</p> <p>Players must be taught to lay down or drop the bat after hitting, not release it during the follow-through of the swing.</p> <p>Pitchers are limited to the Prince Edward Island Baseball Association limits.</p> <p>Players not involved in the game must be in dugout or behind players' benches.</p> <p>The location of spectators must not present a safety concern.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>In situations where student athlete's follow-through could result in contact with a wall and/or stage, protective gym mats or padding must be placed beyond the "key" area.</p> <p>Protective wall mats must extend a minimum of 1.8m (6') up the wall from the top of the baseboard (maximum 10cm (4") from the floor) and be a minimum width of 4.8m (16').</p> <p>Where a stage is close to the baseline, gym mats must be placed over edge of stage and extend close to the floor.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Playing surface and surrounding area must be free of all obstacles (e.g., tables chairs), and must provide good traction.</p> <p>Protective padding must be used on rectangular backboard lower edges and corners.</p> <p>Winch for moving backboards up and down must not be located directly under the supporting wall-mounted structure.</p> <p>When raising or lowering baskets, the trained person operating the winch must be able to see that the area under the basket is clear.</p> <p>Floor sockets must have cover plates.</p>	<p>Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>If facility does not allow for safe cross-court play (e.g., doors and radiators under baskets, wall close to the baseline, or side baskets attached to walls) modify rules appropriately (e.g., no lay-ups).</p> <p>Activity/rules must be modified to the skills of the participants.</p> <p>No hanging from rims on portable basketball systems.</p> <p>The base for portable basketball systems must not be on the court.</p>	<p>On-site supervision for initial instruction.</p> <p>In-the-area supervision after skills have been taught.</p> <p>Only trained students will raise and lower baskets using hand winch, and must be under constant visual supervision.</p> <p>Only trained adults can use motorized winches to raise and lower the baskets.</p>

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
<p>Portable basketball systems must be internally weighted to prevent tipping or movement.</p> <p>Set up/movement of portable basketball systems must be done by a trained adult.</p> <p>The height of an adjustable basket must not present a safety concern.</p>		<p>If the opinion of the referee, after consultation with both coaches, is that the facility is deemed to be unsafe for play, the game must not be played.</p>		

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Bowling/Lawn Bowling

Physical Education Safety Guidelines Interschool

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be accessible. Determine that all equipment is safe for use.	Appropriate clothing and footwear must be worn. Proper shoes must be worn at all times, as provided or approved by the facility.	Determine that all facilities are safe for use. Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs), and must provide sufficient traction (e.g., public bowling alleys, lawn bowling field, school facilities).	Skills must be taught in proper progression. Games must be based on skills that are taught. Parents/guardians must be made aware of any off campus activity and the means of transportation used. Be aware of athletes whose medical conditions (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section). A student athlete's fitness level must be commensurate with the level of competition. Follow rules and etiquette as outlined by the facility. Non-active participants must be behind bowler(s) at all times and not in field of play.	In-the-area supervision is required.

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use. Broomball sticks (regulation or otherwise) must be appropriate for size of the athlete. Check for cracks/splinters.</p> <p>Broomball nets, hockey nets or pylons for goals.</p> <p>Foam ball, utility ball or regulation broomball.</p> <p>Goalie and player equipment:</p> <ul style="list-style-type: none"> • CSA approved hockey helmet with full cage • gloves (e.g., broomball, hockey) • shin pads (e.g., broomball, hockey) • Jock or Jill protector • elbow pads 	<p>Appropriate clothing and footwear must be worn.</p> <p>Broomball played on fields, blacktop, or on rinks, requires player to wear suitable clothing for weather conditions.</p> <p>Broomball shoes are mandatory on ice.</p> <p>No jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Non-Ice Broomball e.g., practices: “Blacktop” area must not be obstructed (e.g., tetherball poles, tennis standards, or basketball standards).</p> <p>Field must be free from ice patches.</p> <p>Ice Broomball: Ice surface must be free from obstacles.</p> <p>Before playing broomball on an outdoor ice surface (e.g., lake, pond), contact local authorities to determine, with absolute certainty, that the ice is thick enough to be safe for activity.</p>	<p>Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught.</p> <p>Parents/guardians must be made aware of any off-campus activity and the means of transportation used.</p> <p>Penalties for stick infractions must be strictly enforced.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>When using outdoor facilities, coaches must take into consideration:</p> <ul style="list-style-type: none"> • temperature and wind chill • previous training • length of time students will be vigorously active • protection from UV rays using sunscreen • adequate liquid replacement must be accessible <p>No body contact or stick-on-body contact.</p> <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., frostbite and hypothermia).</p>	<p>On-site supervision is required.</p> <p>Head coach must demonstrate knowledge of game, skills and strategies to principal or designate.</p> <p>Coaching expertise for the head coach derived from at least one of the following:</p> <ul style="list-style-type: none"> • NCCP Level One Technical in Broomball • attendance at a broomball clinic or workshop within the last three years • experience as a player or coach in the sport in the past ten years. <p>An individual who takes responsibility for providing first aid to injured students must be present during the entire practice/competition.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Cheerleading

Acrobatic

Physical Education Safety Guidelines Interschool

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing must be worn (e.g., standard cheerleading uniforms - tops, bottoms, socks and shoes).	Determine that all facilities are safe for use.	Parents/guardians must be made aware of any off-site activity and the means of transportation used. Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	Constant visual supervision is required for the initial skill learning stages. After initial instruction, on-site supervision is required.
A working communication device (e.g., cell phone) must be accessible.	No hats or sunglasses.	Activity surface and surrounding area must be free of all obstacles (e.g., tables, chairs), and must provide sufficient traction.	Safety and spotting skills must be addressed first.	Coaches must employ hands-on spotting at all times, until skills are mastered.
Determine that all equipment is safe for use.	Soft-soled shoes must be worn (e.g., aerobic-type running shoe with proper ankle and arch support and a simple tread).	<u>For cheering performances:</u> Cheering surfaces (e.g., hardwood gym floor, rubberized gym floor, carpeted studio, grass, track surfaces – all-weather) must be dry, flat, and free of loose objects and obstacles, clothing, towels, and water bottles.	Skills must be taught in proper progression. A student athlete's fitness level must be commensurate with the level of competition.	All team members must be trained to employ hands-on spotting at all times for all skills, until they are mastered.
Carpeted gymnastics mat strips, wrestling mats or Velcro® fold out style mats to be used.	Jazz shoes and/or boots are not allowed.	Warm-up and cool-down must take place prior to: <ul style="list-style-type: none">• practice• cheering performances• competition	Mats are to be used during practice and warm-ups for competition.	Coaches must secure a safe cheering environment (e.g., keep fans away from team space at games).
Where mats are used, mats must: <ul style="list-style-type: none">• offer proper foot control and a safe surface• not move• be aligned so separation does not occur	Length and style of hair must not hinder vision or the progress of stunts.	Students must not perform skills beyond their ability level until the requisite precursor skills are mastered.	Coaches must learn and use essential gymnastics skill progressions and spotting techniques for elements typically being used in cheerleading	
Velcro connections on Velcro mats must be kept clean to provide maximum adhesion.	No jewellery.	Cheering surfaces must not be concrete or ice.	Drops, including but not limited to knee, seat, thigh, front, back, and split drops from a jump, stunt, or inverted position onto the performing surface, are prohibited unless the majority of the	
Megaphone handles must be screwed in tightly, and burred edges must be trimmed or filed.				

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Only the following props are allowed:</p> <ul style="list-style-type: none"> • flags • banners • signs • pom-poms • megaphones <p>Props with poles or similar support apparatus may not be used in conjunction with any stunt or tumbling.</p> <p>All props must be safely cleared from the competition floor when not in use.</p> <p>Height increasing apparatus used to propel a competitor is prohibited (exception: spring floor).</p> <p>Any electrical equipment used must be in good working order and have wires taped to the floor or contained within walls.</p>	<p>When cheering outdoors:</p> <ul style="list-style-type: none"> • heavier sweatshirts and/or wind suits must be fitted • gloves or mitts must not be worn during lifts and pyramids unless they are fitted style hand wear 	<p>In competitions and practices:</p> <ul style="list-style-type: none"> • the floor must be marked so that perimeter and centre are highly visible • a safe, matted practice area must be provided for warm-ups • the ceiling height and above head obstructions in performance area performance area must not present a safety concern • a floor manager must be present to control warm-ups 	<p>weight is first borne on the hands/feet, which break the impact of the drop.</p> <p>Strength and conditioning must be an integral part of the training of acrobatic cheerleaders.</p> <p>Tops and bases of the pyramid must learn the responsibilities of other members in spotting/catching.</p> <p>No stunting or tumbling on school stage, concrete, terrazzo or ice surfaces.</p> <p>Tumbling, Stunts/Pyramids.</p> <p>No casts of any type are permitted. Supportive braces must be padded and covered.</p> <p>Mascots may be incorporated into the routine safely but must not be included in stunts and pyramids or as spotters or catchers.</p> <p>In adverse weather conditions:</p> <ul style="list-style-type: none"> • stunting and pyramid building must be reduced • tossed skills (except chair sit) must stop, and all lifts be secured with additional hands-on spotters • extended lifts must not be performed • no tumbling 	<p>(e.g., handspring, tuck, round-off handspring, cartwheel).</p> <p>Head coach must demonstrate knowledge of acrobatic cheerleading skills and strategies to principal or designate.</p> <p>Coaching expertise for the lead coach must be derived from at least one of the following:</p> <ul style="list-style-type: none"> • clinic or workshop within the last three years • past experience as an athlete or coach in the sport within the last 10 years • level 1 Technical Gymnastics <p>An individual who takes responsibility for providing first aid to injured students must be present during the entire practice and competition.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Cheerleading Spirit/Dance

Physical Education Safety Guidelines *Interschool*

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression. Parents/guardians must be made aware of any off-site activity and the means of transportation used.	During initial instruction of routines, on-site supervision is required.
A working communication device (e.g., cell phone) must be accessible.	No hanging jewellery.	Activity surface and surrounding area must be free of all obstacles (e.g., tables, chairs). Indoor and outdoor surfaces must provide proper traction.	Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	After initial instruction, in-the-area supervision is required.
Determine that all equipment is safe for use.		There must be adequate room for all movement.	A student athlete's fitness level must be commensurate with the level of competition.	
Pom-poms must be in good repair (not shedding) if used.			Routines must be designed not to interfere with other activity.	
Electrical equipment used must be in good working order. Wires must be taped to the floor or contained within walls.			Pom-pom plastic must be cleaned up as it is shed, to prevent risk to students.	
			Stress correct body alignment for injury prevention.	
			Refer to Cheerleading (Acrobatic) activity page for tumbling and stunting activities.	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Regulation cricket bats, stumps, and balls.</p> <p>Approved cricket pads and gloves must be worn by batters and wicketkeeper.</p> <p>Batter must wear an approved cricket helmet.</p> <p>A softer ball must be used for indoor cricket drills and games.</p>	<p>Appropriate clothing and footwear must be worn (e.g., running shoes).</p> <p>No jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Playing surface must be a mat wicket.</p> <p>Outdoor field must be free from debris and obstructions and provide good footing.</p> <p>Holes and severely uneven surfaces must be brought to the attention of the coaches, athletes, and officials.</p> <p>Notify appropriate field maintenance personnel.</p>	<p>Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>Parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Before involving students in outdoor activity, coaches must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time athletes will be vigorously active <p>Athletes must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see lightning appendix]).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Bouncers and bean balls must not be bowled.</p> <p>Students must be informed of the importance of sun protection when playing outside.</p> <p>A designated area must be established for non-active players at a safe distance behind the batter.</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Adequate liquid replacement must be accessible.</p>	<p>On-site supervision is required.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Cross-Country Running/ Orienteering

Physical Education Safety Guidelines
Interschool

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Prior to initial use of cross-country route or orienteering course, coach or convener must do a safety check “walk through” in order to identify potential hazards.	Parents/guardians must be made aware of any off-site activity and the means of transportation used. Parents/guardians and student athletes must be informed of the importance of using sun protection and insect repellent (see Appendix A).	In-the-area supervision.
A working communication device (e.g., cell phone) must be accessible.	No bare feet.	If the cross-country route or orienteering course is on grass and/or in a wooded area, coaches or convener must do a safety check “walk through” after a substantial rainfall and/or windstorm, in order to identify potential hazards.	Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	Off-site orienteering ratios: Intermediate 1:20 Senior 1:30
Determine that all equipment is safe for use.	No hanging jewellery.	If the route has been affected by weather conditions and degradations of the course occur during competition, ongoing safety assessments must be conducted by coach or convener, and the route changed if necessary. Coaches must familiarize students with the route or course before initial attempt (e.g., notice of areas to approach with caution).	A student athlete’s fitness level must be commensurate with the level of competition. Length and difficulty of route must be appropriate to the age and ability level of the participants. Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]). The number of participants in any one event must not present a safety concern. Skills must be taught in proper progression.	An individual who takes responsibility for providing first aid to injured students must be present during competitions.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
		<p>If route is using sidewalks around school, determine that athletes are not crossing busy intersections unless directly supervised.</p> <p>The competition route must have marshals stationed throughout, all hazards well marked, and gate and funnel markers set to enhance safety.</p> <p>Start and finish area must provide a wide, flat surface.</p>	<p>A proper warm-up and cool-down must be included.</p> <p>Coaches must be aware of athlete's allergies (e.g., bees).</p> <p>Coaches must monitor weekly distance increases of student athletes.</p> <p>Attention must be given to:</p> <ul style="list-style-type: none"> • temperature of the day • length of time in sun • previous training and length of preparation • climatic conditions • length of time students will be vigorously active <p>No audio devices (e.g., CD players, MP3 players) may be used.</p> <p>Provide opportunity for students to re-hydrate.</p> <p>Students must be coached in strategies that enhance safety with "crowded" starts.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use. In practices, define specific routes to the students so they are aware of the boundaries.	Skills must be taught in proper progression. Activities/competitions must be based on skills that are taught. Parent/guardians must be informed by letter: <ul style="list-style-type: none">• activity taking place off school property• means of transportation• importance of sun protection Review with students: <ul style="list-style-type: none">• how to recognize and treat frostbite and hypothermia• importance of sun protection• safety precautions to take when working close to others with their sharp-tip poles Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation.	In-the-area supervision is required for all sites. Coaches, marshals and participants must be watchful for frostbite and hypothermia. Duties of supervisor must be clearly outlined.
A working communication device (e.g., cell phone) must be accessible.	Clothing must be appropriate for outdoor activity.	When choosing a site the following conditions must be taken into consideration: sun, wind and snow conditions as well as suitability of terrain.		
Determine that all equipment is safe for use.	For clothing, use layering principles and have a hat and mitts or gloves available for use.	When selecting a non-commercial site the facility must have: <ul style="list-style-type: none">• practice tracks skied in by the coach or competent student skiers under coach direction for traditional event• proximity to warmth, food, waxing and other facilities		
Skis, boots and poles must be in good repair and appropriate size for skiers.	No jewellery.		Coaches must be aware of students with a history of asthma and other respiratory problems. Students with severe asthma must ski with inhaler. A student athlete's fitness level must be commensurate with the level of competition.	
<i>See Appendix A "Parent Letter" regarding bringing equipment for use at school.</i>				Offsite Practices and Competitions There must be a designated supervisor (teacher, parent or responsible adult) with a vehicle to accompany an injured student to hospital. This must not be the "in-charge" supervisor.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
		<p>Trails must be clearly marked, intersections must be roped off for trails not in use, and turns must be wide and safe.</p> <p>The competition route must have marshals stationed throughout, and all hazards must be well marked or padded.</p>	<p>Coaches must determine that competitors are adequately prepared and all equipment is suitable for the difficulty of the race and practice courses.</p> <p>Emergency procedures must be established and communicated to the students.</p> <p>See sport regulations regarding minimum and maximum temperatures.</p> <p>Coach basic uphill and downhill manoeuvres on a very gentle slope.</p> <p>Instruct students to check that boots are secure in bindings.</p> <p>Use a buddy system for practice.</p> <p>Provide opportunity for athlete to re-hydrate during practice and before/after competition.</p> <p>When using outdoor facilities, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature and wind chill • previous training • length of time students will be vigorously active • adequate liquid replacement is accessible <p>Instruct participants to keep a safe distance from each other (e.g., 2-3m) to prevent interference/tripping one another.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression. Games must be based on skills that are taught.	On-site supervision.
A working communication device (e.g., cell phone) must be accessible.	Clothing and footwear must be appropriate for cold temperature activity.	Curling rink. Curling surface must be free of obstacles and hazardous cracks.	Teach etiquette and safety rules before going to the curling rink. Off ice instruction, including safety rules must precede on ice instruction.	
Determine that all equipment is safe for use.	Curling shoes with a removable gripper on sliding shoe, or shoes with a removable slider, or the sliding shoe taped.		Parents/guardians must be made aware of any off-site activity and the means of transportation used.	
Equipment rules mandated by the curling club must be followed.	No jewellery.		Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section). A student athlete's fitness level must be commensurate with the level of competition.	
CSA approved helmets to be worn while on the ice.			All curlers must be instructed not to step over the curling rocks, but to walk around them. Students must be instructed that, unless in the action of shooting, curling rocks should never be picked up off the ice. Establish safe routines to clear rocks from the house.	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression. Parents must be informed that cycling will take students off school property.	Cycling In-the-area supervision is required.
A working communication device (e.g., cell phone) must be accessible.	No open toed shoes. Appropriately fitting clothing.	Choose routes carefully in terms of the length, road surface, frequency of traffic, complexity of intersections and railway crossings.	Parents/guardians must be made aware of any off-site activity and the means of transportation used.	Mountain Biking In-the-area supervision is required.
Determine that all equipment is safe for use.	No hanging jewellery.	Trails must be selected according to the technical elements present and the skill of participants.	Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	Head coach must demonstrate knowledge of sport, skills, and strategies to principal or designate.
Students must do a safety inspection of bicycle before each use.		Prior to initial use of route, coach/convenor must do a safety ride through to verify safety and suitability.	A student athlete's fitness level must be commensurate with the level of competition. The rules of the Highway Traffic Act must be reviewed and followed. Visit http://www.mto.gov.on.ca/english/pubs	Coaching expertise for the head coach derived from at least one the following: <ul style="list-style-type: none">• NCCP level One Technical in Mountain Biking• attendance at the mountain biking clinic or workshop within the last three years• past experience as a competitor or coach in the sport within the last ten years
CSA, Snell, AN21, ASTM or British or Australian approved and correctly fitting bicycle helmets must be worn.		For off-road routes, determine permission from landowner has been obtained.	An initial riding pre-test (safety emphasized) must be passed before leaving school property (e.g., competency in stopping, changing gears, turning and passing). Instruction must be given on the proper position of the bicycle helmet.	
One rider to carry a bicycle tool kit and pump during practice.				

Cycling/ Mountain Biking

Physical Education Safety Guidelines
Interschool

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Coach to carry a first aid kit and signaling device (e.g., whistle).		Provide students with map and/or clear directions.	<p>A record of students, and the route taken, must be left in the school with an appropriate person.</p> <p>Use the buddy system during practice. Students must be made aware of emergency procedures.</p> <p>Excursions/competitions must take place in daylight hours.</p> <p>Attention must be given to:</p> <ul style="list-style-type: none">• temperature• length of time in the sun• previous training <p>No audio devices (e.g., CD players, MP3 players).</p> <p>Students must be encouraged to carry water for re-hydration purposes.</p> <p>Students must be made aware of the importance of eye protection, sun protection and insect repellent.</p> <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>Instruct participants to keep a safe distance from each other (e.g., 2-3m) to prevent interference/tripping one another.</p>	<p>An individual who takes responsibility for providing first aid to injured students must be present during the entire practice/competition.</p> <p>There must be a designated supervisor (teacher, parent or responsible adult) with a vehicle to accompany an injured student to hospital. This must not be the in-charge supervisor.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Accessibility to standard safety equipment, as stated in Prince Edward Island Public Pools Regulation.</p> <p>Of particular note:</p> <ul style="list-style-type: none"> • ring buoys • reaching poles • spinal boards • first aid kit • emergency phone 	<p>Appropriate swimming attire. No jewellery.</p> <p>Device to keep hair from obstructing vision (e.g., elastic).</p>	<p>Determine that all facilities are safe for use.</p> <p>Determine that board and adjustable fulcrum are in good working order.</p> <p>Water depths must conform to Canadian Amateur Diving Association (CADA) regulations.</p> <p>BACKYARD POOLS MUST NOT BE USED.</p> <p>Springboard must be clean and not slippery.</p> <p>Diving stands must be free of vibrations and bolted soundly.</p> <p>Hinges must be checked, and bushings replaced if necessary.</p>	<p>Skills must be taught in proper progression.</p> <p>Competitions must be based on skills that are taught.</p> <p>Parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Be aware of student athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Student athletes must adhere to the following rules:</p> <ul style="list-style-type: none"> • only one person must use the board at one time • move towards the edge of the pool after a dive, as established by the instructor • no running or pushing on deck • make sure diving area is clear before proceeding to dive • no diving into shallow end • no chewing gum • no wearing goggles • no earplugs • no shoes on deck 	<p><u>General Supervision</u> On-site supervision is required by the coach.</p> <p>Constant visual supervision is required by diving instructor for initial instruction of each dive by each diver.</p> <p><u>Supervision Ratio for Instructional Swim</u> Instructional swim may include organized games, relays, etc., but CANNOT include an unorganized free swim.</p> <p>There must be a minimum of two certified aquatics instructors on deck or in the pool.</p> <p>Supervision ratio is 2:50, instructors to students, with both instructors certified as outlined below.</p> <p>In situations where there are 51-75 students, an additional certified instructor or lifeguard (NLS) is required. The instructor requires the same certification as listed below.</p>

Diving

Springboard/Tower

Physical Education Safety Guidelines
Interschool

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
		<p>Fulcrum must be adjusted and lubricated, and must move entire length of limit range.</p> <p>Board must be level.</p> <p>Height must conform to 1m (3') or 3m (9') above the surface of the water +/- 2cm.</p>	<p>Emergency procedures must be outlined to student athletes.</p> <p>Implement strategies to increase confidence and enhance safety (e.g., wearing a t-shirt when learning new dives, functioning bubble jets).</p>	<p>Head coach must demonstrate knowledge of sport, skills and strategies to principal or designate.</p> <p>Coaching expertise for the head coach derived from the following:</p> <ul style="list-style-type: none"> • NCCP Level One Technical Diving • attendance at a diving clinic or workshop within the last three years • past experience as a competitor or coach in that sport in the last 10 years <p>Diving Instructors must have C.A.D.A. certification Level I if they are teaching any diving skills beyond a front dive.</p> <p>Diving Instruction Ratios: 1:12 athletes to qualified diving instructor plus 1 lifeguard at 1:30.</p> <p>An individual who takes responsibility for providing first aid to injured students must be present during the entire practice/ competition.</p> <p>A person with current first aid certification must be accessible.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression. Competitions must be based on skills that are taught.	<u>General Supervision</u> On-site supervision is required.
A working communication device (e.g., cell phone) must be accessible on the safety boat or dragon boat.	Correctly fitting properly fastened and Canadian approved lifejacket/ PFD must be worn at all times during dragon boating.	Water and weather conditions must be appropriate for the skill level of the group. <u>Controlled Area</u> A confined location, such as a pool, lakefront, or slow-moving river must be available for the teaching of basic stroke skills.	Parents/guardians must be made aware of any off-site activity and the means of transportation used. Be aware of student athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section). A student athlete's fitness level must be commensurate with the level of competition.	For initial on-the-water instruction, coach/instructor to student ratio is 1:10. After initial instruction, 2 supervisors per boat.
Determine that all equipment is safe for use.	Student athletes must wear clothing and securely fastened foot protection appropriate for open-water dragon-boat racing.	Glasses, if worn, must have a safety strap.	This activity page must be presented to the dragon boat provider prior to activity taking place. The activity provider must meet the minimum requirements listed on this page.	1 coach/supervisor must be on dragon boat. The other could be on land, in a motorized safety boat, or also in the dragon boat.
Paddles and boats must be checked to assess that: <ul style="list-style-type: none">• there are no splinters or cracks• the head, tail, drum, drummer's seat, and steering oar are securely fitted• the boat is not leaking and bailers are in it• the centre seat is in place if it is a split boat	No jewellery.	Head coach is familiar with site and/or site is commonly used for dragon boat racing.	Prior to dragon boating the students must successfully complete the following swim test in its entirety (the test is administered by a qualified instructor/guard and is based on Canadian Swim to Survive™ Standard): <ul style="list-style-type: none">• rolling entry (backward or forward) into deep water (2.8m [8'4"] minimum depth)• swim 50m (150') continuously any stroke while fully clothed (no aids or stops)• tread water for 1 minute (See Appendix P) Coach/instructor must be aware of swim test results. Students must be informed of available safety equipment and how to use it.	A motorized safety boat with a first aid provider on board must be in the water and accessible while students are dragon boating. The operator of the boat must have a Pleasure Craft Operator Card.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<ul style="list-style-type: none"> the buoyancy compartments are functional and sufficient to create positive buoyancy the boat meets Canadian Coast Guard Regulations for small craft. <p>Visit: www.tc.gc.ca/BoatingSafety/sbg-gsn/6m8m.htm</p> <p>2 audible alarm signals (e.g., whistle, air horn) must be carried by the helm (boat steersperson).</p> <p>A rescue craft must be equipped with a bull horn/megaphone.</p>			<p>Before the start of each practice session, inform someone (facilities staff member) of the beginning and ending time on water.</p> <p>Safety procedures and emergency procedure must be communicated to students and other supervisors.</p> <p>Students must receive instruction in the prevention and treatment of hypothermia.</p> <p>Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> UV rays (e.g., use of hat, sunglasses, sunscreen) insects (e.g., repellent) <p>Adequate liquid replacement must be accessible.</p> <p>Steersperson may sit or stand while steering.</p> <p>Steersperson is the in-charge person outranking all persons in the boat.</p> <p>Steersperson for each boat must demonstrate the following knowledge and skills:</p> <ul style="list-style-type: none"> steersperson must read and understand the Canadian Coast Guard Boating Guide TP-511 be able to manage the team and exercise authority over team members load the boat balance the boat maintain a straight course at full racing speed with a full crew of 18-20 paddlers plus drummer 	<p>A vehicle for emergency purposes must be available.</p> <p>Designate a supervisor (e.g., teacher or parent) to transport an injured student to hospital. This must not be the supervisor of the excursion.</p> <p><u>Coach/Instructor Qualifications</u></p> <p>Instructor must have one of:</p> <ul style="list-style-type: none"> minimum ORCA Level 1 Lake Water demonstrated competencies listed for steersperson in Special Rules/ Instructions column certification as required by the Dragon Boat Association

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<ul style="list-style-type: none"> • steer a figure eight course around two buoys at normal speed with a full crew, in both directions, or in the absence of buoys, steer a set course which includes both left- and right-angled turns • execute sideways maneuvers without going forwards • turn the boat through 360 degrees in both directions without the use of paddlers • guide the boat forward in a straight line without the use of paddlers • guide the boat in reverse for 50m (150°) with the use of paddlers • execute an emergency stop (from racing speed to full stop) • execute safe approaches to a jetty/pontoon/dock in still and windy conditions • manage the unloading of the team members • secure the boat and determine that gear is put away correctly <p>Safety Procedure Should the team require assistance at any time during the practice session, the drummer or steersperson must raise his/her hands, accompanied by a series of three short bursts through the sounding device provided to signal the first aid provider/safety boat.</p> <p>Before the start of each practice session, all paddlers are required to pair up with the paddler beside them, in case of emergencies (buddy system).</p> <p>The first pair is also responsible for the drummer and the last pair for the steersperson.</p>	<p>Visit: http://www.dragonboatcanada.org and International Dragon Boat federation: www.idbf.org</p> <p><u>First Aid Qualifications:</u> For the purposes of providing first aid coverage, at least one supervisor must have one of the following:</p> <ul style="list-style-type: none"> • national Lifeguard Services Certificate • current certificate in any one of: <ul style="list-style-type: none"> ○ St. John Standard First Aid with CPR Certificate ○ Canadian Red Cross Standard First Aid ○ Canadian Ski Patrol First Aid

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<p>Steersperson must be able to use, and crew must be able to correctly respond to, common dragon boat racing commands.</p> <p><u>Emergency Procedure</u> In the event that a boat is swamped, the following procedures must be followed:</p> <ul style="list-style-type: none"> • steersperson must be aware of any special conditions that may apply to an individual paddler; • steersperson must take charge of the crew until the motorized safety boat arrives; • the crew must hold on to the boat (team members must be instructed not to swim to shore); • each team member must determine that his/her partner is in view (buddy system); • each team member must inform the steersperson if partner is missing (buddy system); • the approach of the safety boat must not endanger (e.g., trap) any participants in the water; • each team member must follow steersperson's instructions; • if boat has sufficient flotation, crew must get into boat and paddle to shore. If not, hang onto boat and follow instructions of steersperson. <p>Coach/supervisors must be aware of weather forecasts, especially wind conditions and water conditions (e.g., currents, tides, and wave conditions).</p> <p>Dragon boating practices and competitions must be cancelled in adverse weather conditions.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Activity surface and surrounding area must be free of all obstacles (e.g., tables, chairs), and must provide sufficient traction.	Skills must be taught in proper progression. Competitions must be based on skills that are taught.	On-site supervision for instruction.
A working communication device (e.g., cell phone) must be accessible.	Participants must wear long-sleeved shirt or sweatshirt and long pants.	Determine that all facilities are safe for use.	Parents/guardians must be made aware of any off-site activity and the means of transportation used. Be aware of student athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	Constant visual supervision when fencing an opponent.
Determine that all equipment is safe for use.	No jewellery.		A student athlete's fitness level must be commensurate with the level of competition. Students must fence only under the direct supervision of the instructor.	Head coach must demonstrate knowledge of sport, skills and strategies to principal or designate.
Equipment must be checked regularly for defects by students and staff, and repaired or replaced as required.			All equipment must be worn before fencing an opponent. Students must be instructed in all safety rules associated with the sport.	Coaching expertise for the head coach derived from at least one of the following: <ul style="list-style-type: none">• NCCP Level One Technical in Fencing• attendance at a fencing clinic or workshops within the past 3 years• past experience as a competitor or coach in that sport within the last 10 years
Mask, vest, gloves, foil with rubber tips. <i>See Appendix A "Parent Letter" regarding bringing equipment for use in class.</i>			Provide opportunity for athletes to re-hydrate during practice and before/after competition.	An individual who takes responsibility for providing first aid to injured students must be present during the entire practice/competition.
All equipment from home must be transported safely in a case.				

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be available for all activities/locations.</p> <p>Determine that all equipment is safe for use.</p> <p><u>Goalkeeper's Equipment</u> Gloves, approved helmet and face mask, chest protector, lower abdominal protector, goalie pads and kickers and throat protector must be worn by goalkeeper or designated kicking back.</p> <p>Shin guards must be made available to all players.</p> <p>A mouth guard must be worn by all players during all games and practices.</p> <p>Regulation field hockey sticks must be used.</p> <p>Sticks must be checked regularly for cracks.</p> <p>Use regulation field hockey ball.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>Moulded cleats or turf shoes may be worn.</p> <p>No jewellery.</p>	<p>Playing surface and surrounding area must be free of all obstacles and must provide sufficient traction.</p> <p>Determine that all facilities are safe for use.</p> <p>Portable goals must be checked prior to practices and competition to determine they are secure.</p> <p>Competition fields must be level and well groomed.</p> <p>Holes and severely uneven surfaces must be brought to the attention of the coaches, officials, students and principal.</p> <p>Playing fields must be free from hazardous holes, glass and rocks.</p>	<p>Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught.</p> <p>Parents/guardians must be made aware of any off-site activity and means of transportation used.</p> <p>Be aware of student athletes whose medical conditions (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Adequate liquid replacement must be accessible.</p> <p>Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) <p>All rules related to stick infractions must be implemented. See Canada Field Hockey Association Rulebook.</p>	<p>On-site supervision is required.</p> <p>Head coach must demonstrate knowledge of game, skills and strategies to principal or designate.</p> <p>Coaching expertise for the head coach derived from at least one of the following:</p> <ul style="list-style-type: none"> • NCCP Level One Technical in Field Hockey • attendance at a field hockey clinic or workshop within the last three years • past experience as a player or coach in that sport within the last 10 years. <p>An individual who takes responsibility for providing first aid to injured students must be present during the entire practice/competition.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Use footballs appropriate to the size and ability of group (e.g., smaller football or foam ball).</p> <p>Goalposts must be padded if in field of play. Padding must be 1.8m (6') high.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No cleats to be worn.</p> <p>No jewellery.</p>	<p>Playing surface must provide sufficient traction.</p> <p>Determine that all facilities are safe for use.</p> <p>Playing area must be inspected regularly, free from debris and obstructions, and well removed from traffic areas.</p> <p>Holes and uneven surfaces must be brought to the attention of coaches, athletes, officials, and principal.</p> <p>The playing surface must provide suitable footing and proper traction.</p> <p>Perimeter of field must be marked (e.g., collapsible flags or soft pylons).</p>	<p>Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught.</p> <p>Parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Be aware of student athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>No blocking, except at the line of scrimmage. Pass blocking only after proper technique has been taught.</p> <p>Activities/Rules must be modified to age and ability level of participants.</p> <p>Rules of the game must be strictly enforced. Flags are not to be tucked under belt.</p> <p>Any knee braces or casts must be approved by the official prior to the commencement of the game.</p>	<p>On-site supervision is required.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Football

Tackle

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Playing surface and surrounding area must be free of all obstacles and must provide sufficient traction.	Skills must be taught in proper progression. Games must be based on skills that are taught.	Constant visual supervision during initial practice of contact skills.
A working communication device (e.g., cell phone) must be accessible.	Suitable footwear that satisfies football regulations and that is properly maintained.	Determine that all facilities are safe for use.	Adequate liquid replacement must be accessible.	Subsequently, on-site supervision is required.
Determine that all equipment is safe for use.	No jewellery.	Playing area must be inspected regularly, free from debris and obstructions and well removed from traffic areas.	Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none">• UV rays (e.g., use of hat, sunglasses, sunscreen)• insects (e.g., repellent) Parents/guardians must be made aware of any off-site activity and the means of transportation used.	Coaching staff must approve any exchange of equipment among players.
Only NOCSAE-approved helmets can be used.	Clothing in practices and games must be suitable for weather conditions.	Holes and severely uneven surfaces must be brought to the attention of the coaches, convenor, students and officials, as well as the principal.	Before involving students in outdoor activity, teachers must take into consideration: <ul style="list-style-type: none">• temperature• previous training• length of time students will be vigorously active Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see lightning appendix]).	Coaching staff must approve any exchange of equipment among players.
Football helmets and shoulder pads must be inspected annually and reconditioned as determined by an accredited equipment re-conditioner.		Boundary lines must be clearly visible.	Be aware of student athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	Head coach must demonstrate knowledge of game, skills and strategies to principal or designate.
Football helmets are to be recertified by an accredited equipment re-conditioner after three years of use.		Lime must not be used to line the field.		Coaching expertise for the head coach derived from at least one of the following: <ul style="list-style-type: none">• NCCP Level One Technical in Football

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>For helmets that have air, bladder inflation devices must be accessible on-site.</p> <p>Football helmets must be replaced after 10 years from date of manufacture (with the exception of AIR™ Helmets).</p> <p>For all contact situations, the minimum protective equipment that must be worn includes:</p> <ul style="list-style-type: none"> • full fit interior mouth guard • properly fitted helmet • shoulder pads • hip-tailbone pads • thigh pads • knee protection <p>Full padding in good condition on blocking sled must be free of exposed rips or tears.</p>		<p>Spectator stands and player benches must be well removed from playing field.</p> <p>Perimeter of field must be marked (e.g., collapsible flags or soft pylons).</p>	<p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Student athletes must receive instruction on how to adjust and maintain equipment properly, prior to wearing football gear.</p> <p>The coaching staff must supervise the issuing and proper fitting of equipment.</p> <p>Down-box personnel must be trained in safe use of equipment.</p> <p>Practice equipment, such as blocking sleds and bags, must be kept at a safe distance from practising players when not in use.</p> <p>Training must include flexibility, strength and cardiovascular enhancing activities.</p> <p>Each athlete must have actively participated in at least eight days of practices before playing in first game.</p> <p>Coaches need to assess heat, humidity and physical condition of athletes when planning practices.</p>	<p>attendance at a football clinic or workshop within the last three years recent experience as a player or coach in that sport within the last 10 years</p> <p>An individual who takes responsibility for providing first aid to injured players must be present during the entire practice/competition.</p> <p>When issuing equipment, all gear must be fitted properly.</p> <p>Individual distributing equipment to athletes must have knowledge of fitting equipment properly.</p>

Football Tackle

Physical Education Safety Guidelines
Interschool

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Use footballs appropriate to the size and ability of group (e.g., smaller football or foam ball).</p> <p>Goalposts must be padded if in field of play. Padding must be 1.8m (6') high.</p> <p>All shields (visors) must be clear.</p> <p>Coloured or tinted visors must not be worn unless medical certification is presented.</p>			<p>There must be a minimum of 72 hours between athlete participation in any regulation football games (e.g., between club competition and interschool competition, or between interschool competitions).</p> <p>Any player with a playing cast must provide a doctor's note or parent's signed permission, indicating it is safe for him/her to play.</p> <p>Any knee braces or casts must be approved by the official prior to the commencement of the game.</p> <p>Any exposed orthopaedic apparatus must be soft or padded.</p> <p>Safe blocking and tackling techniques must be taught and reinforced throughout the season. No head blocking or spear tackling techniques must be taught.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use (e.g., grips must be regularly checked and repaired as needed).</p> <p>Regulation golf balls must not be used on school property except for putting, chipping and with the use of driving cages.</p> <p>Golf cages must be in good repair and be securely attached to surface.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No hanging jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Adequate space must be provided for full backswing and follow through.</p> <p>Gym (putting only).</p> <p>School property. Golf domes.</p> <p>Putting course.</p> <p>Driving range.</p> <p>Golf Course.</p> <p>Regardless of facility, the hitting area must be well marked and controlled.</p>	<p>Parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>Skills must be taught in proper progression.</p> <p>Students must receive instruction on proper golf etiquette.</p> <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Establish a safe routine for hitting and retrieving golf balls, and a designated safe area for use of regulation balls while chipping.</p> <p>All rules of play must be followed (e.g., at driving range, golf course).</p> <p>During instruction, or while waiting to practice hitting or swinging, non-active players' clubs must remain on the ground or in their bag.</p> <p>Students must have an opportunity to develop skills before playing on golf course.</p> <p>Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) <p>Adequate liquid replacement must be accessible.</p>	<p>On-site supervision for instruction, when chipping with regulation golf balls and practicing at a range facility.</p> <p>In-the-area supervision is required on a golf course.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Gymnastics

Parallel Bars/High Bar/Still Rings/Pommel Horse/Balance Beam/ Uneven Bars/Floor/Table or Flatback Vaulting

Physical Education Safety Guidelines

Interschool

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate footwear must be worn (e.g., bare feet, running shoes or gymnastic slippers).	Activity surface and surrounding area must be free of all obstacles (e.g., tables, chairs), and must provide sufficient traction. Determine that all facilities are safe for use.	Skills must be taught in proper progression.	On-site supervision is required.
A working communication device (e.g., cell phone) must be accessible.	No sock feet.	Mats must be situated around/under apparatus as a landing area.	Routines must be based on skills that are taught.	Constant visual supervision is required for the initial learning stages of difficult moves.
Determine that all equipment is safe for use.	Suitable gym clothing so that student can move unrestricted on mats.	Precautions must be taken to minimize the movement of mats on impact.	Parents/guardians must be made aware of any off-site activity and the means of transportation used.	Students must be trained to spot each other appropriately.
Equipment must be inspected on a regular basis and repaired as necessary.	No jewellery.	Velcro® mats must be attached.	Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	Only coaches shall spot inverted vault and aerial moves.
No springboards. Only mini-tramps or beat boards to be used for take-offs. Beat boards used to mount the apparatus must be removed immediately after use.	Tie back long hair and remove hair clips.	A floor plan must be established for all equipment to determine that there is adequate space between apparatus and distance away from walls and other obstructions.	A student athlete's fitness level must be commensurate with the level of competition.	Coach must supervise the set-up and take-down of equipment.
Vaulting horses must not be used for vaulting.	Secure or remove eyeglasses.		Students must be instructed on safety related to gymnastics and all associated apparatus, including adjusting equipment, prior to using any equipment.	Head coach must demonstrate knowledge of sport, skills, strategies and any restricted moves to principal or designate.
Coach must do a safety check for proper set-up prior to student use. Determine all locking mechanisms are checked prior to use.				
Balance beams for competition must be padded and stable.				
General utility mats to be used:				
• cross-link foam 5cm (2") • open-cell foam 5cm (2") • polyurethane 5cm (2") • dual-density 5cm (2")				

Gymnastics

Parallel Bars/High Bar/Still Rings/Pommel Horse/Balance Beam/ Uneven Bars/Floor/Table or Flatback Vaulting

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<ul style="list-style-type: none"> mats of equivalent compaction rating as determined by manufacturer <p>Hardside softside landing mats (minimum of 12cm [4.5"] for each apparatus) must be in place when the student is in an elevated inverted body position, and for landings on the feet from a height.</p> <p>Mats joined together side-by-side must be of uniform thickness and composition (e.g., all carpet or all vinyl).</p> <p>For handspring flatback vaulting on stacked mats and on vaulting table, the mats must be roped together to a minimum height of 105cm (42") and a maximum of 125cm (50"), using 5cm (2") increments. The top of the mat must be hard-side up.</p> <p>For skill acquisition, equipment must be adapted to the size and ability of the athlete.</p> <p>Equipment must be stored in a safe and secure manner.</p> <p>Proper hand grips and chalk must be available.</p> <p>30-60cm (12"-24") thick mats must not be used as a landing surface for landing on feet off any piece of equipment.</p>		<p><i>Minimum distance between Equipment = 1.5m (5') beyond mats</i></p> <p><i>Minimum distance from Wall = 1.5m (5') if padded with vaulting</i></p> <p>Additional matting must be placed beyond the corners of the competitive floor area, extending out 60cm (2') around the corner of either side.</p> <p>When a spring floor is not available for competition and/or when there is insufficient space around the floor area, consideration must be given to modifying the composition of the routine.</p>	<p>Coach must be aware of the physical limitations and initial skill levels of students.</p> <p>Utilize a safe and sequential skill development program that includes a conditioning component for flexibility and strength.</p> <p>Students must not be encouraged to perform skills beyond their physical and psychological capabilities.</p>	<p>Coaching expertise for the head coach derived from at least one of the following:</p> <ul style="list-style-type: none"> • NCCP Level One Technical in Gymnastics; • attendance at a gymnastics clinic or workshop within the last three years; • past experience as a competitor or coach in that sport in the last 10 years. <p>An individual who takes responsibility for providing first aid to injured students must be present during the entire practice/competition.</p> <p>See concussion information in Generic section and in Appendix C.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Handball Wall

Physical Education Safety Guidelines *Interschool*

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn. No jewellery.	Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs), and must provide sufficient traction. Determine that all facilities are safe for use.	Skills must be taught in proper progression. Games must be based on skills that are taught. Parents/guardians must be made aware of any off-site activity and the means of transportation used.	On-site supervision during instruction of skills.
A working communication device (e.g., cell phone) must be accessible.		Court boundary lines must be clearly defined.	Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	In-the-area supervision after skills have been taught.
Determine that all equipment is safe for use.		In side-by-side court situations, a safety procedure must be established.	A student athlete's fitness level must be commensurate with the level of competition.	
When playing on an enclosed, regulation court, protective eyewear must be worn.			When teaching skills and playing, there must be adequate spacing for each player to make an uninterrupted swing.	
Students wearing eyeglasses are to wear appropriate eye protection (e.g., shatter proof lenses).			The code of etiquette for court play must be taught and enforced.	
			No more than four players to a playing area.	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Sticks:</p> <ul style="list-style-type: none"> • regulation hockey sticks • butt end must be covered with tape or a commercially made butt end • checked for cracks and splinters <p>Goalies must wear:</p> <ul style="list-style-type: none"> • CSA approved helmet with full face mask • throat protector • catcher, blocker, leg pads • chest and arm protector • cup or pelvic protector 	<p>Appropriate clothing and footwear must be worn.</p> <p>Properly fitting ice hockey skates.</p> <p>No jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Ice surface must be free from debris and deep ruts.</p> <p>Break away net mandatory.</p> <p>For outside facilities (e.g., ponds, lakes), prior to activity, check with local authorities to determine whether ice is safe for skating.</p>	<p>Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught.</p> <p>Parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Penalties for rule infractions must be strictly enforced.</p> <p>No more than three games can be played in one day, as per Prince Edward Island Minor Hockey Association rules.</p> <p>The number of games and skill competitions (e.g., agility, racing) in any one day must not present a safety concern.</p> <p>Prior to the first game, multiple practices on ice must have occurred.</p>	<p>Constant visual supervision during initial practice of contact skills.</p> <p>On-site supervision thereafter.</p> <p>Head coach must demonstrate knowledge of game, skills, and strategies to principal or designate.</p> <p>Coaching expertise for the head coach derived from at least one of the following:</p> <ul style="list-style-type: none"> • NCCP Level One Technical in Hockey • attendance at a hockey clinic or workshop within the last three years • past experience as a player or coach in that sport for the past 10 years

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
Players must wear: <ul style="list-style-type: none">• CSA-approved helmet with full face mask• throat protector• shin pads (cracked shin pads must be replaced immediately)• pants• shoulder and elbow pads• gloves• cup or pelvic protector			<p>When using outdoor facilities, teachers must take into consideration:</p> <ul style="list-style-type: none">• temperature and wind chill• previous training• length of time students will be vigorously active• protection from UV rays using sunscreen• adequate liquid replacement is accessible <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., frostbite and hypothermia).</p>	An individual who takes responsibility for providing first aid to injured students must be present during the entire practice/competition.

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g. cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Sticks and balls for box and field lacrosse:</p> <ul style="list-style-type: none"> • wooden or metal sticks with moulded heads • pockets with mesh, lace or leather must conform to Canadian Lacrosse Association (CLA) standards. <p>Check wooden sticks for cracks and splinters.</p> <p>Box Lacrosse: full equipment to be worn.</p> <p>Men's Field Lacrosse: full equipment to be worn.</p>	<p>Appropriate clothing and footwear must be worn (e.g., basketball or court shoes).</p> <p>No metal cleats.</p> <p>No jewellery.</p>	<p>Determine that all facilities are safe for use. Playing area must be free of debris and obstacles, and provide good footing.</p> <p>Holes and severely uneven surfaces must be brought to the attention of the coaches, students, officials, as well as the principal.</p> <p>Notify appropriate school officials.</p> <p>Perimeter of the field must be marked.</p>	<p>Parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught.</p> <p>When teaching skills of throwing and catching, adequate spacing must be allowed for:</p> <ul style="list-style-type: none"> • students to make an uninterrupted swing • pairs/groups not to interfere with one another <p>Stress student responsibility regarding individual space.</p> <p>A safety zone must be established away from the gym walls or playground fence to prevent contact.</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation.</p>	<p>On-site supervision is required.</p> <p>Constant visual supervision during initial practice of contact skills.</p> <p>Head coach must demonstrate knowledge of game, skills and strategies to principal or designate.</p> <p>Coaching expertise for the head coach derived from at least one of the following:</p> <ul style="list-style-type: none"> • NCCP Level One Technical in Lacrosse; • attendance at a Lacrosse clinic or workshop within the last three years

Lacrosse

Box/Field

Physical Education Safety Guidelines *Interschool*

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Women's Field Lacrosse: no aggressive checking with either the stick or the body is allowed.</p> <p>Protective equipment only worn by goalie.</p> <p>Player equipment (Box and Men's Field Lacrosse):</p> <ul style="list-style-type: none"> • CSA approved hockey helmet with full cage • shoulder pads with arm guards • elbow pads • gloves • kidney pads • athletic cup or jill strap <p>Goalie equipment (Box and Men's/Women's Field Lacrosse):</p> <ul style="list-style-type: none"> • CSA approved hockey helmet with full cage • throat protector • goalie gloves • goalie pants • athletic cup or jill strap • leg pants 			<p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active • protection from UV rays (e.g., sunscreen) • insects (e.g., repellents) <p>Adequate liquid replacement must be accessible for athletes during practice and competition.</p> <p>Penalties for rule infractions must be strictly enforced.</p> <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p>	<ul style="list-style-type: none"> • past experience as a player or coach in that sport in the past ten years. <p>An individual who takes responsibility for providing first aid to injured students must be present during the entire practice/competition.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>No protective equipment for Inter (Soft) Lacrosse players.</p> <p>Sticks and balls for Inter (Soft) Lacrosse:</p> <ul style="list-style-type: none"> • moulded plastic sticks • soft, air filled ball 	<p>Appropriate clothing and footwear must be worn. (e.g., basketball or court shoes).</p> <p>No jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Holes and severely uneven surfaces must be reported to the principal, and students must be made aware of them.</p> <p>Field/outdoor playing areas must allow for sufficient traction.</p> <p>Indoor playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and provide sufficient traction.</p>	<p>Parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Only non-contact lacrosse is to be played (no body-on-body/stick-on-body/stick-on-stick contact).</p> <p>Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught.</p> <p>Stress student responsibility regarding individual space.</p> <p>Activities/Rules must be modified to age and ability level of participants.</p> <p>Be aware of athletes whose medical conditions (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>When teaching skills for throwing and catching, adequate spacing must be allowed for:</p> <ul style="list-style-type: none"> • students to make an uninterrupted swing • pairs/groups not to interfere with one another <p>A safety zone must be established away from the gym wall or playground fence to prevent contact.</p>	<p>On-site supervision is required.</p>

Lacrosse (Inter) Soft

Physical Education Safety Guidelines
Interschool

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none">• temperature• previous training• length of time students will be vigorously active• protection from UV rays (e.g., sunscreen)• insects (repellent) <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Goalie must wear:</p> <ul style="list-style-type: none"> • CSA approved hockey helmet and protective mask • catcher/blocker • elbow pads • chest and arm protector • leg pads • cup or pelvic protector <p>Players must wear:</p> <ul style="list-style-type: none"> • CSA approved hockey helmet with face guard • hockey gloves • elbow pads, shin guards • shoulder pads • cup or pelvic protector <p>Sticks:</p> <ul style="list-style-type: none"> • use only regulation ringette sticks • check regularly for cracks • excel stick is NOT to be used. <p>Use a regulation rubber quiot.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No jewellery.</p> <p>Properly fitting ice hockey skates.</p>	<p>Determine that all facilities are safe for use.</p> <p>Ice surfaces must be free from debris and deep ruts.</p> <p>Before ringette on an outdoor ice surface (e.g., lake, pond), contact local authorities for information to determine with absolute certainty that the ice is thick enough to be safe for activity.</p>	<p>Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught.</p> <p>Parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Penalties for all infractions must strictly be enforced.</p> <p>When using outdoor facilities, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature and wind chill • previous training • length of time students will be vigorously active • protection from UV rays using sunscreen • adequate liquid replacement is accessible <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., frostbite and hypothermia).</p>	<p>On-site supervision is required.</p> <p>Head coach must demonstrate knowledge of game, skills and strategies to principal or designate.</p> <p>Coaching expertise for the head coach derived from at least one of the following:</p> <ul style="list-style-type: none"> • NCCP Level One Technical in Ringette • attendance at a ringette clinic or workshop within the last three years • past experience as a player or coach in that sport within the past 10 years <p>An individual who takes responsibility for providing first aid to injured students must be present during the entire practice/competition.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Shell inspected before each outing (e.g., check for holes, cracks, loose hardware).</p> <p>Shell must have bow-ball in good repair.</p> <p>In practice sessions, each shell must be equipped with:</p> <ul style="list-style-type: none"> • signaling device • watertight flashlight <p>Shoes on the footsteps must be tied down at the heels with no more than 6cm (2") of movement.</p>	<p>Appropriate clothing and footwear must be worn.</p>	<p>Determine that all facilities are safe for use.</p> <p>When using an indoor rowing facility, the rules and regulations of that facility must be followed.</p> <p><u>At Dockside/Boathouse</u> Must have posted walking traffic pattern with hazards identified (e.g., keep to right, dock slippery when wet).</p> <p>Must have phone with posted emergency numbers (e.g., 911).</p> <p>Keep spectators out of boat launch area and high boat-traffic areas.</p> <p><u>On the Water</u> Course must be inspected before each use.</p> <p>Be aware of debris on course, especially after heavy rain.</p>	<p>Skills must be taught in proper progression.</p> <p>Competitions must be based on skills that are taught.</p> <p>Skill level must be appropriate for the water condition.</p> <p>Parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Prior to rowing the students must successfully complete the following swim test in its entirety. The test is administered by a qualified instructor/guard (test is based on Canadian Swim to Survive™ Standard):</p> <ul style="list-style-type: none"> • rolling entry (backward or forward) into deep water (2.8m [9'] minimum depth) 	<p>On-site supervision.</p> <p>Coaching/instructor expertise for head coach derived from one of the following:</p> <ul style="list-style-type: none"> • NCCP Rowing Technical Level I • attendance at Rowing Canada Aviron Learn to Row Instructor's workshop or equivalent within last 3 years • past experience as a competitor or coach in rowing within the past 10 years <p>An individual responsible for providing first aid to injured students must be present during the entire practice and competition with one of the following minimum certifications:</p>

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Must have bow and stern lights attached during poor visibility (e.g., bike lights, flashlights).</p> <p>Oars must be checked for splinters and cracks.</p> <p>Adjustable oars must be securely tightened.</p> <p>Coach boat must be motorized and equipped as per Canadian Coast Guard Regulations. Visit: http://www.tc.gc.ca/BoatingSafety/sbg-gsn/racing.htm</p> <p>e.g.:</p> <ul style="list-style-type: none"> • 1 CSA lifejacket/PFD approved for each participant in water; • paddles; • bailer; • watertight flashlight; • signaling device; • motor in good repair, with sufficient gas for entire session; 		<p>Coach/Instructor must inform students of debris.</p> <p>Be aware of water currents, especially those created by rapids and waterfalls.</p> <p>All practice and competition sites must not include rapids and waterfalls.</p>	<ul style="list-style-type: none"> • swim 50m (150') continuously any stroke while fully clothed (no aids or stops) • tread water for 1 minute (See Appendix P.) <p>Non-swimmers must not participate in rowing.</p> <p>Site specific rescue plan must be devised and shared with all supervisors and participants.</p> <p>Attention must be given to:</p> <ul style="list-style-type: none"> • weather conditions, including temperature of the day, high winds, lightning, fog • water temperature • visibility of 500m (1500') minimum is required • length of time in the sun • previous training and length of preparation <p>Rowing must be cancelled in adverse conditions (e.g., first sign of white caps).</p> <p>If stormy weather approaches suddenly, seek appropriate shelter immediately.</p> <p>Daylight rowing only.</p>	<ul style="list-style-type: none"> • National Lifeguard Services Certificate • current certificate in any one of: <ul style="list-style-type: none"> ◦ St. John Standard First Aid with CPR Certificate ◦ Canadian Red Cross Standard First Aid ◦ Canadian Ski Patrol First Aid <p>Operator of boat must have Pleasure Craft Operator Card.</p> <p>Coach in motorized boat within 500m of crew during all on-water practice sessions.</p> <p><u>Ratios:</u> Beginning rowers 1:9 (coach to students) Experienced rowers 1:18 (coach to students).</p>

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<ul style="list-style-type: none">• 23m (69') floating rope <p>Regattas require dedicated safety boats with communication (e.g., two-way radios between boat and shore).</p> <p>Coach boat engine must be running before crew leaves dock.</p>			<p>Students must receive instruction on safety procedures, use of equipment and rowing techniques prior to initial practice.</p> <p>Students must be informed of the importance of sun protection and insect repellent in all conditions.</p> <p>Supervisor must be aware of all swim test results.</p> <p>Students must be instructed to remain with rowing shell and oars for flotation and visibility purposes if an accident occurs.</p> <p>Adequate liquid replacement must be accessible for students during practice and competition.</p> <p>Students must be familiar with basic first aid, hypothermia, and injuries caused by extreme heat.</p>	<p><u>Swim Test Ratio:</u> 2:50 qualified instructors to students.</p> <p>A vehicle for emergency purposes must be available.</p> <p><u>Swim Instruction Qualifications</u></p> <p><u>Both instructors must hold one of the following current certifications:</u></p> <ul style="list-style-type: none">• Canadian Red Cross Water Safety Instructor Award;• Lifesaving Society Instructor Certificate plus an Assistant Lifeguard Certificate;• Lifesaving Society Swim Instructor Certificate plus an Assistant Lifeguard Certificate;• YMCA Instructor Certificate;

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<ul style="list-style-type: none"> • National Lifeguard Services lifeguard Certificate (NLS) <p><u>One instructor must also hold current:</u></p> <ul style="list-style-type: none"> • National Lifeguard Services Lifeguard Certificate (NLS) <p><i>OR</i></p> <ul style="list-style-type: none"> • Standard First Aid Certificate (e.g., Red Cross, Life-saving Society, St. John Ambulance, Canadian Ski Patrol) <p><i>Note:</i> Verified copies of certification must be available in the pool area.</p> <p>Refer to local municipal pool regulations for additional standards.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be accessible. Determine that all equipment is safe for use. Regulation rugby balls. Full fit interior mouth guard is required.	Appropriate clothing and footwear must be worn. Cleats must be consistent with laws of rugby. No jewellery.	Goalposts must be padded if in field of play. Playing area must be inspected regularly, be free from debris and obstructions, and be well removed from traffic areas. The playing surface must provide suitable footing and proper traction. Holes and severely uneven surfaces must be brought to the attention of the coaches, convenor, students, and officials. Notify the school principal. Use collapsible flags or soft pylons to mark corners, mid-line and 22m (66') -line, or flags off the sidelines.	Skills must be taught in proper progression. Games must be based on skills that are taught. Parents/guardians must be made aware of any off-site activity and the means of transportation used. Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section). A student athlete's fitness level must be commensurate with the level of competition. Tackling skill progressions must be taught and practiced prior to competition. Scrum skill progressions must be experienced prior to competition. Line-out lifting skill progressions must be taught and practiced prior to competition. Athletes must have access and opportunity to replenish fluids. Training must include flexibility, strength and cardiovascular-enhancing activities. Players must be physically prepared for contact. Prior to the first league game, 8 days of practices must have occurred. Any exposed orthopaedic apparatus (e.g., knee brace, cast) that presents a safety concern to other players must be soft or padded. Such devices must be approved by the official prior to the commencement of the game.	Constant visual supervision during initial instruction and practice of contact skills. Subsequently, on-site supervision is required. Head coach must demonstrate knowledge of game, skills and strategies to principal or designate. Coaching expertise for the head coach derived from at least one of the following: NCCP Level One Technical in rugby attendance at a rugby clinic or workshop within the last three years past experience as a player or coach in that sport in the past 10 years. An individual who takes responsibility for providing first aid to injured students must be present during the entire practice/ competition.

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression. Parents/guardians must be informed by letter: <ul style="list-style-type: none">• activity is taking place off-site• means of transportation• importance of sun protection	In-the-area supervision is required. Head coach must demonstrate knowledge of sport, skills and strategies to principal or designate.
Determine that all equipment is safe for use.	No long scarves. Long hair must be tied back or tucked in.	Only commercially operated ski facilities with suitable teaching areas (gentle slopes) must be used.	Review with students: <ul style="list-style-type: none">• selection of proper clothing for the weather of the day• how to recognize and treat frostbite and hypothermia• importance of sun protection• alpine Skier's/Snowboarders Responsibility Code• Lift Use Guidelines	Coaching expertise for the head coach derived from one of the following: <ul style="list-style-type: none">• NCCP Level One Technical in Skiing/ Snowboarding• attendance at a skiing/ snowboarding clinic or workshop within the last three years• past experience as a competitor or coach in that sport in the last ten years
Students must check all equipment prior to use and report concerns to coach.	Clothing must be adequate for winter out-of-doors activity.	Members of a recognized ski patrol must patrol the area.	Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation.	An individual who takes responsibility for providing first aid to injured students must be present during the entire practice/competition.
All bindings must be in working order and set to the proper tension.	No jewellery.	Define skiing area to the students so they are aware of the boundaries for activity.	A student athlete's fitness level must be commensurate with level of competition.	
All bindings must meet with current approved guidelines.		Course poles must be full-length breakaway style, and in good repair.	Proper racing techniques must be taught prior to competition.	
Boots and bindings must be thoroughly compatible.		Race course must be set by experienced, qualified course-setter.		
		Course must be away from dangerous obstacles.		

Skiing

Alpine/Snowboarding/Snowblading

Physical Education Safety Guidelines
Interschool

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>When renting equipment, boards, skis, and poles of the proper length must be selected for each student. The edges and bases must be in good repair.</p> <p>If equipment is borrowed, bindings must be inspected and adjusted by a knowledgeable equipment technician on site.</p> <p>There must be a functioning, reliable communication system covering the course.</p> <p>In practice and competition, students must wear:</p> <ul style="list-style-type: none"> • a protective helmet designed for skiing/snowboarding/snowblading • arm pads if racing 		<p>Safety walls, nets or barrier must be placed where required.</p> <p>There must be a clear run-out at the end of the course.</p>	<p>Activities/competitions must be based on skills that are taught.</p> <p>Athletes must be taught the importance of skiing/snowboarding/snowblading in control at all times.</p> <p>Students must ski/snowboard in areas identified as appropriate by the qualified instructor.</p> <p>Provide opportunity for athletes to rehydrate during practice and before/after competition.</p> <p>When using outdoor facilities teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature and wind chill • previous training • length of time students will be vigorously active • adequate liquid replacement is accessible <p>Instruct participants to keep a safe distance from each other (e.g., 2-3m) to prevent interference/tripping one another.</p>	<p>A vehicle for emergency purposes must be accessible.</p> <p>Designate a supervisor (e.g., teacher or parent) to transport an injured athlete to hospital. This must not be the coach.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be accessible. Determine that all equipment is safe for use. Ropes appropriate for skipping must be used. Ropes of appropriate length for size and ability of students.	No jewellery. Appropriate clothing and footwear must be worn. No bare feet.	Determine that all facilities are safe for use. Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs), and must provide sufficient traction.	Skills must be taught in proper progression. Games/stunts must be based on skills that are taught. Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section). Parents/guardians must be made aware of any off-site activity and the means of transportation used. Students must be taught safe use of equipment (e.g., no nooses, no swinging over head). A student athlete's fitness level must be commensurate with the level of competition.	In-the-area supervision.

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Soccer

Indoor/Outdoor

Physical Education Safety Guidelines *Interschool*

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Indoor playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs), and must provide sufficient traction.	Skills must be taught in proper progression. Games must be based on skills that are taught. Adequate liquid replacement must be accessible. Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none">• UV rays (e.g., use of hat sunglasses, sunscreen)• insects (e.g., repellent) Parents/guardians must be made aware of any off-site activity and the means of transportation used.	On-site supervision is required.
A working communication device (e.g., cell phone) must be accessible.	No jewellery.	Determine that all facilities are safe for use.	Before involving students in outdoor activity, teachers must take into consideration: <ul style="list-style-type: none">• temperature• previous training• length of time students will be vigorously active	
Determine that all equipment is safe for use.	No metal or compound cleats.	Holes and severely uneven surfaces must be brought to the attention of the coaches, students, officials, and principal.	Students must receive instruction on safety procedures related to severe weather conditions (lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).	
Shin pads must be worn.		There must be sufficient turf for proper traction.	Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	
Size and weight of soccer ball must be appropriate to the age and skill level of participants.		The teacher/coach must make a pre-activity check of the facilities prior to use.		
Outdoor soccer balls must not be used indoors for games or shooting on goalie, but may be used for indoor drills.				

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
Sponge soccer balls or indoor soccer balls are to be used for indoor school soccer games.			<p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Limit time spent on heading drills.</p> <p>No tackling from behind.</p> <p>Any player with a playing cast must provide a doctor's note or parent/guardian signed permission indicating it is safe for him/her to play.</p> <p>An exposed orthopaedic apparatus that represents a safety concern to other players must be soft or padded. Such devices must be approved by the referee prior to the commencement of the game.</p> <p>Portable or permanent goal posts must be secured.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Softball

Fastpitch

Physical Education Safety Guidelines

Interschool

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>All bats must have proper grip.</p> <p>Bats/gloves must comply with the current Softball Canada Association rules (e.g., Amateur Softball Association bat policy [ASA2004]).</p> <p>The on-deck batter, batboy/girl, base runners and student base coaches must wear a properly fitting batting helmet with flaps, covering both ears.</p> <p>Helmet chinstraps are mandatory and must be worn as designed by manufacturer.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No metal or compound cleats.</p> <p>Molded cleats only.</p> <p>No jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>For indoor practices, playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs), and must provide sufficient traction.</p> <p>Diamond must be level and groomed.</p> <p>Practice fields must be level and away from traffic and other activities.</p> <p>Backstops must be checked for broken wire prior to use.</p> <p>Entrance gates to the playing field must be closed at all times.</p> <p>Dugouts and/or players benches must be screened to protect players.</p>	<p>Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught.</p> <p>Adequate liquid replacement must be accessible.</p> <p>Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) <p>Parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may effect athlete's participation (see Generic Section).</p>	<p>On-site supervision.</p>

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>Catcher must wear all equipment specified under Softball Canada Association rules.</p> <p>Warm-up catchers must wear a mask with throat protection.</p> <p>Suitable pelvic area protection must be worn by all players.</p> <p>All equipment must be checked regularly by the coach/teacher to determine that it is in good working order.</p> <p>Where pitching machines are being used they must be inspected prior to use and be under the direct supervision of a teacher/coach.</p> <p>Umpire must wear mask and chest pad.</p>		<p>Holes and severely uneven surfaces must be reported to the coaches, convenor, students and officials.</p> <p>Coach must notify appropriate school teacher/supervisor.</p> <p>If in the opinion of the umpire, after consultation with both coaches, the field is deemed to be unsafe for play, the game must be rescheduled.</p> <p>There must be sufficient turf for proper traction.</p> <p>Prior to using back-stops, fences and fields must be checked for hazards. Any hazards found must be reported to students and appropriate officials.</p>	<p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Training must include flexibility, strength, and cardiovascular enhancing activities.</p> <p>Any exposed orthopaedic apparatus (e.g., knee brace, cast) which presents a safety concern to other players, must be soft or padded. Such devices must be approved by the official prior to the commencement of the game.</p> <p>Appropriate sliding techniques must be taught to minimize the risk of injury.</p> <p>There must be no head first sliding into base other than returning from a leadoff position.</p> <p>Warm-ups and drills (e.g., hitting, throwing, stretching) must each be in a designated area so that one activity does not present a hazard to another.</p> <p>Players must be taught to lie down or drop the bat after hitting, not release it during the follow through of the swing.</p> <p>Pitchers are limited to the Softball Canada Association limits.</p> <p>The location of spectators must not present a safety concern.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Softball

Lob-ball/Slo-Pitch/Three Pitch

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>All bats must have proper grip.</p> <p>Bats must comply with the current Slo-Pitch PEI Association rules.</p> <p>The ondeck batter, batboy/girl, base runners and student base coaches must wear a properly fitting batting helmet with flaps, covering both ears.</p> <p>Helmet chinstraps are mandatory and will be worn as designed by manufacturer.</p> <p>Catcher must wear all equipment specified under Softball Canada Association rules.</p> <p>Warm-up catchers must wear a mask with throat protection.</p> <p>Suitable pelvic area protection.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>Moulded baseball cleats or running shoes must be worn.</p> <p>No jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>For indoor practices, playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs), and must provide sufficient traction.</p> <p>Playing area must be inspected regularly, be free from debris and obstructions, and be well removed from traffic areas.</p> <p>The playing surface must provide suitable footing and proper traction.</p> <p>Holes and severely uneven surfaces must be brought to the attention of the coaches, students, and officials. Notify appropriate school officials.</p>	<p>Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught.</p> <p>Parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Adequate liquid replacement must be accessible.</p> <p>Training must include flexibility, strength and cardiovascular-enhancing activities.</p> <p>Players must be physically prepared for contact.</p> <p>Any exposed orthopaedic apparatus (e.g., knee brace, cast) that presents a safety concern to other players must be soft or padded. Such devices must be approved by the official prior to the commencement of the game.</p>	<p>On-site supervision is required.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Racquets must be inspected regularly for damage and to determine proper grip.</p> <p>Protective eye gear must be worn.</p> <p>Students wearing eyeglasses must wear appropriate eye protection (e.g., shatterproof lenses).</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No jewellery.</p>	<p>Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs), and must provide sufficient traction.</p> <p>Determine that all facilities are safe for use.</p> <p>Court boundary lines must be clearly defined.</p> <p>A safety procedure must be established for side-by-side courts.</p>	<p>Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught.</p> <p>Parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>When teaching skills and playing there must be adequate spacing for each player to make an uninterrupted swing.</p> <p>Students must be taught the code of etiquette for court play.</p> <p>Only singles must be played unless a proper doubles court is available.</p> <p>No more than four players to a playing area.</p>	<p>On-site supervision during instruction of skills.</p> <p>In-the-area supervision after skills have been taught.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Swimming

Synchronized Swimming

Physical Education Safety Guidelines
Interschool

Also see Secondary Curricular Swimming - Synchronized Swimming Page.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate swimming attire.	School or community pools that conform to SNC (Swimming Notation Canada) safety standards.	Skills must be taught in proper progression. Games/competitions must be based on skills that are taught.	Ratio of Lifeguard to students: to comply with NLS Supervision (2:50). On-site supervision is required by coach.
A working communication device (e.g., cell phone) must be accessible.	Device to keep hair from obstructing vision (e.g., elastic).	Where facilities do not conform to SNC standards for safety, modifications to the rules must be made (e.g., where pools are less than the required depth, swimmers start in the water rather than dive from the blocks or deck).	Parents/guardians must be made aware of any off-site activity and the means of transportation used.	Students must ask permission to leave the pool area.
Determine that all equipment is safe for use.	No jewellery.		Be aware of student athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section). A student athlete's fitness level must be commensurate with the level of competition.	Head coach must demonstrate knowledge of sport, skill and strategies to principal or designate.
Standard Safety equipment as stated in pool regulations (e.g., ring buoys, reaching poles, spinal boards, etc.).		BACKYARD POOLS MUST NOT BE USED.	Inform in-charge person on deck of any student athletes having medical condition that may affect safety in the water.	Coaching expertise for the head coach derived from at least one of the following: <ul style="list-style-type: none">• NCCP Level One Technical in Swimming• attendance at a swimming clinic or workshop within the last three years• ast experience as an athlete or coach in that sport in the last 10 years
Electrical equipment (e.g., portable stereo) must be properly grounded (GFI).		Pool deck must be kept clear of obstacles and cleared of excess water.	Student athletes must adhere to the following rules: <ul style="list-style-type: none">• no running on deck• no gum chewing• no food in pool area• stay clear of diving area• do not start or practice starts into shallow water• no horseplay	

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>Showers must be taken before entering pool.</p> <p>Emergency procedures must be outlined to students prior to entering the water.</p> <p>Students with infected cuts or sores must not be in the pool.</p>	<p>An individual who is responsible for providing first aid to injured students must be present during the entire practice/competition.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Table Tennis

Physical Education Safety Guidelines Interschool

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible. A working communication device (e.g., cell phone) must be accessible. Determine that all equipment is safe for use. Regulation size paddles and table tennis balls are required. Tables and paddles must be in good condition.	Appropriate clothing and footwear must be worn. No hanging jewellery.	Surrounding area must be free of all obstacles and must provide sufficient traction. Determine that all facilities are safe for use. There must be room for mobility around tables. Smooth, level and dry floor surface.	Skills must be taught in proper progression. Games must be based on skills that are taught. Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section). Parents/guardians must be made aware of any off-site activity and the means of transportation used. A student athlete's fitness level must be commensurate with the level of competition. Students must be instructed on safe set up and dismantling of tables.	In-the-area supervision is required.

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs), and must provide sufficient traction.	Skills must be taught in proper progression.	On-site supervision is required.
A working communication device (e.g., cell phone) must be accessible.	No jewellery.	Determine that all facilities are safe for use.	Games must be based on skills that are taught.	
Determine that all equipment is safe for use.			Parents/guardians must be made aware of any off-site activity and the means of transportation used.	
Regulation team handballs are to be used in competition.			Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	
Protective eyewear must be worn.			A student athlete's fitness level must be commensurate with the level of competition.	
Students wearing eyeglasses are to wear appropriate eye protection (e.g., shatterproof lenses).				
Regulation team handball nets must be safely stored when not in use.				

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression. Games must be based on skills that are taught.	On-site supervision during initial instruction of skills.
A working communication device (e.g., cell phone) must be accessible.	No hanging jewellery.	Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs), and provide sufficient traction.	Where the activity takes student athletes off-site, parents/guardians must be made aware of means of transportation used.	In-the-area supervision after skills have been taught.
Determine that all equipment is safe for use.		Court boundary lines must be clearly defined.	Be aware of student athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	On-site supervision during equipment set up and take down.
Racquets must be inspected regularly for damage and to determine proper grip.		A safety procedure must be established for side-by-side courts.	A student athlete's fitness level must be commensurate with the level of competition. When teaching skills, there must be adequate spacing for each student athlete to make a free and uninterrupted swing.	
Where ball machines are being used they must be inspected prior to use and be under the direct supervision of a coach.			When playing with more than two players on the court, positioning and movement must be taught. Spectators must not pose a safety concern. The code of etiquette for court play must be taught (e.g., not entering a court being used). Adequate liquid replacement must be accessible.	
			Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none">• UV rays (e.g., use of hat, sunglasses, sunscreen)• insects (e.g., repellent)	

Also see *Generic Issues and Introduction to Activity Page Components Sections* to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression. Competitions must be based on skills that are taught.	Constant visual supervision is required for initial skill instruction. Following initial skill instruction and after all safety concerns have been emphasized, on-site supervision is appropriate.
A working communication device (e.g., cell phone) must be accessible.	No hanging jewellery.	Playing surface and surrounding area must be free of all obstacles and must provide sufficient traction.	Adequate liquid replacement must be accessible.	Head coach must demonstrate knowledge of event to principal or designate.
Determine that all equipment is safe for use.		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.)	Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none">• UV rays (e.g., use of hat, sunglasses, sunscreen)• insects (e.g., repellent)	Coaching expertise for the head coach derived from at least one of the following: <ul style="list-style-type: none">• NCCP Level One Technical in Track and Field – Throws• attendance at a track and field clinic or workshop within the last 3 years• past experience as an athlete or coach in that sport within the last 10 years
Discus size must be appropriate for the size and gender of the student.		The landing area must be well marked and void of people during the activity.	Parents/guardians must be made aware of any off-site activity and the means of transportation used.	
Discus must not be cracked, chipped or otherwise damaged and must be checked regularly.		The discus circle/area must provide safe footing.	Before involving students in outdoor activity, teachers must take into consideration: <ul style="list-style-type: none">• temperature• previous training• length of time students will be vigorously active Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).	

Track and Field

Discus

Physical Education Safety Guidelines
Interschool

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Establish and provide safe throwing and retrieving procedures.</p> <p>Instruction must be given in safety prior to practice.</p> <p>In practices, where a protective screen is not in place, students and spectators must be in a designated area a minimum of 15m (45') directly behind thrower.</p> <p>During practices thrower or monitor must determine that everyone within landing distance is watching the throw.</p>	An individual who takes responsibility for providing first aid to injured students must be present during the entire practice/competition.

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Landing Mats The landing area must be a minimum mat surface of 3m x 5m x .5m (9'X15'X20") as per IAAF Standards.</p> <p>Fibreglass crossbars must be used in competition.</p> <p>Regularly check crossbars for cracks.</p> <p>Weighted rope or elastic may be used for warm-up or practice.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No bare feet or socks without shoes.</p> <p>No jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Indoor surface and surrounding area must be free of all obstacles (e.g., tables, chairs), and must provide sufficient traction.</p> <p>Indoor and outdoor approach area must be smooth, traffic-free, and provide safe traction.</p>	<p>Skills must be taught in proper progression.</p> <p>Competitions must be based on skills that are taught.</p> <p>Adequate liquid replacement must be accessible.</p> <p>Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) <p>Parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active 	<p>Constant visual supervision is required for initial skill instruction.</p> <p>Following initial skill instruction and after all safety concerns have been emphasized, on-site supervision is appropriate.</p> <p>Head coach must demonstrate knowledge of event to principal or designate.</p> <p>Coaching expertise for the head coach derived from at least one of the following:</p> <ul style="list-style-type: none"> • NCCP Level One Technical in Track and Field – Jumps • attendance at a track and field clinic or workshop within the last three years • past experience as an athlete or coach in that sport within the last 10 years

Track and Field

High Jump

Physical Education Safety Guidelines
Interschool

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Checks mats regularly for damage and repair or replace as necessary. Jumping pits used adjacent to one another must be of the same thickness and compaction rating and be covered to prevent an athlete from slipping between pits upon landing.			<p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Bar monitors must stay in front and off to the side of standards prior to and during each jump.</p> <p>Determine that landing mats are firmly secured and do not slide upon impact.</p>	<p>When landing surfaces are set up but are not being used, deterrents for use must be in place (e.g., mark perimeter with cones, provide supervision, put mats in storage area, place sign on mats – “Use of mats requires supervision”).</p> <p>An individual who takes responsibility for providing first aid to injured students must be present during the entire practice/competition.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use. Indoor surface and surrounding area must be free of all obstacles (e.g., tables, chairs), and must provide sufficient traction.	Skills must be taught in proper progression. Competitions must be based on skills that are taught. Adequate liquid replacement must be accessible. Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none">• UV rays (e.g., use of hat, sunglasses, sunscreen)• insects (e.g., repellent)	Constant visual supervision is required for initial skill instruction. Following initial skill instruction on-site supervision is appropriate.
Determine that all equipment is safe for use.	No bare feet or socks without shoes.	Activity in appropriate area, which provides a clear, flat surface.	Parents/guardians must be made aware of any off-site activity and the means of transportation used.	
Check for safety of hurdles (e.g., stable, no splinters, cracks or other hazards).	No hanging jewellery.	All tracks must be inspected annually and maintained as necessary.	Before involving students in outdoor activity, teachers must take into consideration: <ul style="list-style-type: none">• temperature• previous training• length of time students will be vigorously active	
Check safety of starting blocks if they are used.	Track spikes as allowed by competition facility or IAAF rules.	Run-out areas must be in place.	Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).	

Track and Field

Hurdles

Physical Education Safety Guidelines
Interschool

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Instruct students how to set up hurdles properly, so that knocked hurdles will not resist hurdler's fall.</p> <p>Determine that hurdles are set at the correct height and with the correct spacing.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Javelin must be appropriate in size for the age and gender of the student.</p> <p>Javelin must not be cracked, bent or otherwise damaged and must be checked regularly.</p> <p>Polyurethane “Turbo Javelins” with soft tips or equivalent may be used.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No hanging jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>The throwing area must be free of obstacles and completely closed to traffic. (No other activity can be located in the area where javelin is taking place.)</p> <p>The landing area must be well marked and void of people during the activity.</p> <p>The run up area must provide safe footing.</p>	<p>Skills must be taught in proper progression.</p> <p>Competitions must be based on skills that are taught.</p> <p>Adequate liquid replacement must be accessible.</p> <p>Students must be made aware of ways to protect themselves from:</p> <ul style="list-style-type: none"> • UV rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) <p>Parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active 	<p>Constant visual supervision is required.</p> <p>Head coach must demonstrate knowledge of event to principal or designate.</p> <p>Coaching expertise for the head coach derived from at least one of the following:</p> <ul style="list-style-type: none"> • NCCP Level One Technical in Track and Field – Throws • attendance at a track and field clinic (throws) or workshop within the last three years • past experience as an athlete or coach in the sport (throws) in the last 10 years <p>An individual who takes responsibility for providing first aid to injured students must be present during the entire practice/competition.</p>

Track and Field

Javelin

Physical Education Safety Guidelines
Interschool

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression. Competitions must be based on skills that are taught. Adequate liquid replacement must be accessible.	Constant visual supervision.
A working communication device (e.g., cell phone) must be accessible.	Track spikes as allowed by IAAF and competition facility.	Vaulting trough must be solid and free from cracks or splinters.	Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none"> • UV rays (e.g., use of hat, sunglasses, sunscreen) • insects (e.g., repellent) 	Head coach must demonstrate knowledge of event to principal or designate.
Determine that all equipment is safe for use.	No jewellery.	Run-up area markings must prevent other participants from interfering with competitor in progress.	Parents/guardians must be made aware of any off-site activity and the means of transportation used.	Coaching expertise for the head coach derived from at least one of the following: <ul style="list-style-type: none"> • NCCP Level One Technical in Track and Field – Jumps • attendance at a track and field clinic (jumping) or workshop within the last three years • past experience as an athlete or coach in the sport (throws) in the last 10 years
Poles must be approved as specified by the International Athletic Federation (IAAF).		Approach must be clear of obstacles, clean and free of puddles, and provide sufficient traction.	Before involving students in outdoor activity, teachers must take into consideration: <ul style="list-style-type: none"> • temperature • previous training • length of time students will be vigorously active 	Instructor must be near take off area during practice.
Landing pits must be specific to pole vaulting as specified by the International Athletic Federation (IAAF).		Front edge of vaulting trough must be flush with runway.	Students must receive instruction on safety procedures related to severe weather conditions [e.g., lightning, funnel clouds, severe winds, tornadoes (see Lightning Appendix)].	
Poles must be appropriate to weight of athlete.				
Standard must be secure and vertical.				

Track and Field

Pole Vault

Physical Education Safety Guidelines
Interschool

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Weighted rope or elastic may be used rather than a crossbar, for practice. Check crossbars and fiberglass poles for cracks regularly.			Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section). A student athlete's fitness level must be commensurate with the level of competition. Landing mats must not slide upon impact.	An individual who takes responsibility for providing first aid to injured students must be present during the entire practice/competition.

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression. Competitions must be based on skills that are taught. Adequate liquid replacement must be accessible.	Constant visual supervision is required for initial skill instruction.
A working communication device (e.g., cell phone) must be accessible.	No hanging jewellery.	Indoor surface and surrounding area must be free of all obstacles (e.g., tables, chairs), and must provide sufficient traction.	Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none">• UV rays (e.g., use of hat, sunglasses, sunscreen)• insects (e.g., repellent)	Following initial skill instruction and after all safety concerns have been emphasized, on site supervision is appropriate.
Determine that all equipment is safe for use.		Landing area must be well marked and void of people during activity.	Parents/guardians must be made aware of any off-site activity and the means of transportation used.	Head coach must demonstrate knowledge of event to principal or designate.
Shot must be of appropriate size and weight for age and gender of the athlete.		Putting circle must provide safe footing.	Before involving students in outdoor activity, teachers must take into consideration: <ul style="list-style-type: none">• temperature• previous training• length of time students will be vigorously active	Coaching expertise for the head coach derived from at least one of the following: <ul style="list-style-type: none">• NCCP Level one Technical Track and Field-Throws• attendance at a throws clinic or workshop within the last three years• past experience as an athlete or coach in that sport within the last 10 years
Only shots designed for indoor use can be used in the gym.			Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).	
Towel/rag to dry shot.				

Track and Field

Shot Put

Physical Education Safety Guidelines
Interschool

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Proper warm-ups and cool-downs must be included in all practices and competitions.</p> <p>Shots must never be thrown or rolled back to throwing area.</p> <p>Where a protective screen is not in place, students and spectators must be in a designated area at least 4m (12') behind the toe-line.</p> <p>It is advisable that any coach who is unfamiliar with shot put techniques seek assistance from appropriate support staff and/or refrain from using the equipment until help is received.</p>	An individual who takes responsibility for providing first aid to injured students must be present during the entire practice/competition.

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Barriers must be free of splinters, cracks, or other hazards.</p> <p>Where water pits are used, steeplechase barriers must be securely in place.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Practice surfaces must be free of debris and provide good traction.</p> <p>Water pit must not be used in practices and competitions unless it is filled with water.</p> <p>Prior to each use, coach must inspect running area to determine it is safe for use.</p>	<p>Parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Skills must be taught in proper progression.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p>	<p>Constant visual supervision is required for initial skill instruction.</p> <p>Following initial skill instruction on-site supervision is required.</p> <p>On-site supervision is required for set up of barriers.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Track and Field

Track Events

Sprints/300m/400m/600m/800m/1200m/1500m

Physical Education Safety Guidelines
Interschool

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression. Drills/competitions must be based on skills that are taught.	On-site supervision for sprints and relays.
A working communication device (e.g., cell phone) must be accessible.	No turf shoes. 5mm spikes on rubberized or asphalt tracks or 9mm spikes on cinder tracks may be worn.	Practice surface and surrounding area must be free of all obstacles (e.g., tables, chairs), and must provide sufficient traction.	Adequate liquid replacement must be accessible. Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none">• UV rays (e.g., use of hat, sunglasses, sunscreen)• insects (e.g., repellent)	In-the-area supervision is required for middle distance (300m, 400m, 600m, 800m, 1200m and 1500m, 3000m and hallway/stair running).
Determine that all equipment is safe for use.	Track shoes without spikes may not be worn.	Athletes running off-site for practice must use approved route.	Parents/guardians must be made aware of any off-site activity and the means of transportation used.	Constant visual supervision of starter pistol when in use.
Check batons for cracks or splinters.	No bare feet or socks without shoes.	All tracks must be inspected annually and maintained as necessary.	Before involving students in outdoor activity, teachers must take into consideration: <ul style="list-style-type: none">• temperature• previous training• length of time students will be vigorously active	
Check safety of starting blocks, if they are used.		“Blacktop” strips and open fields may be used if areas are suitable, smooth, clean, level, and provide safe footing.	Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).	
Starter pistol must be locked away safely when not in use.	No hanging jewellery.	Run-out areas must be in place for all running events, school hall, and stairway running.		

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect athlete's participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition. Proper warm-up and cool-downs must be included in all in-class sessions.</p> <p><i>Indoor Running</i> – use of hallways: No running to 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 10m (33') or more.</p> <p>Where school hallways or stairways are used for training purposes, appropriate safety measures must be in place:</p> <ul style="list-style-type: none"> • doors must not be opened in to running area • all classroom doors that open out have to be secured open, flush with hall wall • hallway protrusions must be clearly marked • inform school community of times and location of indoor practices • hall double doors have to be secured open • monitors must be positioned at corners 	

Track and Field

Track Events

Sprints/300m/400m/600m/800m/1200m/1500m /3000m /Relays

Physical Education Safety Guidelines
Interschool

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<ul style="list-style-type: none">• floor surface must be dry and provide good footing <p>Distance Running: length of route must be appropriate for the age and ability level of participant. Also take into account:</p> <ul style="list-style-type: none">• temperature of the day• previous training and length of preparation <p>Parents/guardians and students must be informed of the importance of sun protection (see Appendix A).</p> <p>When running above distances in practice, students may be temporarily out of sight and must run in pairs or groups.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use. Surface and surrounding area must be free of all obstacles and must provide sufficient traction.	Competitions must be based on skills that are taught. Skills must be taught in proper progression. Adequate liquid replacement must be accessible.	Constant visual supervision during initial skill instruction.
A working communication device (e.g., cell phone) must be accessible.	No bare feet or socks without shoes.	Runway must be free from water puddles.	Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none">• UV rays (e.g., use of hat, sunglasses, sunscreen)• insects (e.g., repellent)	On-site supervision after skills have been taught.
Determine that all equipment is safe for use.	Students may wear spikes up to 9mm (.25") on rubberized, asphalt, grass, or gravel surfaces.	Pits must be filled with sand in accordance with International Federation (IAAF) rules (30cm/12").		
Rake.	Track shoes without spikes may not be worn.	Determine landing area is well raked and free of foreign objects.	Parents/guardians must be made aware of any off-site activity and the means of transportation used.	
Shovel or spade.				
Keep rake, shovel, and spade away from pit and run-up when not in use.	No hanging jewellery.	Determine take off area is firm and flat and swept if 'blacktop'. Boards must be level and firmly attached. For the long jump, there must be a minimum of 1m (9') between take-off board and front edge of pit.	Before involving students in outdoor activity, teachers must take into consideration: <ul style="list-style-type: none">• temperature• previous training• length of time students will be vigorously active Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).	

Track and Field

Triple Jump/Long Jump

Physical Education Safety Guidelines
Interschool

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
		<p>In triple jump determine that the take off areas are at an appropriate distance from the pit to allow for a safe landing on the second phase (step).</p> <p>Dig pit at least once a season and after heavy rain.</p> <p>Pits must not be located in high traffic areas or near other activity sites (e.g., ball diamonds).</p> <p>Pits must have a minimum width of 2.95m (9').</p>	<p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Refrain from jumping if there are slippery conditions.</p> <p>Establish a procedure to initiate jumping (e.g., remove a cone from the take-off board when ready).</p> <p>If students are rakers, they must be trained. As part of training, include rules such as:</p> <ul style="list-style-type: none">• remove rake before next competitor begins approach and hold rake prongs downward• begin raking after competitor is out of pit• rake sand into the middle as opposed to out to the sides• rakes not in use prongs down <p>Determine that spectators and participants stay back from pit and runway.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Also see Secondary Curricular Swimming (Lake, Ponds, Rivers) page.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression. Competitions must be based on skills that are taught. Adequate liquid replacement must be accessible.	In-the-area supervision is required for cycling and running.
A working communication device (e.g., cell phone) must be accessible.	No hanging jewellery.	Running and cycling surface and surrounding area must be free of all obstacles and must provide sufficient traction.	Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none">• UV rays (e.g., use of hat, sunglasses, sunscreen)• insects (e.g., repellent)	On-site supervision is required by qualified swim instructors/lifeguards during the swimming portion.
Determine that all equipment is safe for use.	Proper running shoes in good condition must be worn for distance training.	School or community pool.	Parents/guardians must be made aware of any off-site activity and the means of transportation used.	Supervision ratio is 2:25, instructors to students, with both people certified as outlined below.
Athletes must inspect bikes prior to use.	Swim caps must be worn during swim portion of event.	BACKYARD POOLS MUST NOT BE USED.	Before involving students in outdoor activity, teachers must take into consideration: <ul style="list-style-type: none">• temperature• previous training• length of time students will be vigorously active	For situations where there are additional students, an additional certified instructor or lifeguard (NLS) is required for each additional 25 swimmers or less. The instructor requires the same certification as listed below.
Concerns must be brought to the attention of the coach.		Choose routes carefully in terms of the length, road surface, and frequency of traffic.	Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]). Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	

Triathlon

Swimming/Running/Cycling

Physical Education Safety Guidelines
Interschool

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Correctly fitting bicycle helmets approved by CSA, Snell, ANSI, ASTM, British or Australian standard.		<p>Map of training routes must be available in school and for students.</p> <p>Water temperature must be a minimum of 19 degrees Celsius (66 degrees Fahrenheit). If below this temperature, follow Triathlon Canada Competition Rules, Prince Edward Island Association of Triathletes.</p>	<p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Students must be aware of emergency procedures.</p> <p>A record of students running and cycling, and the route they will be traveling, must be left in the school with the appropriate staff.</p> <p>Training must be done with a partner in all three events.</p> <p>Modify length of routes and swims to accommodate training and differences in age, ability, physical development. Instructor must consider weather conditions (wind, cold, heat, rain) when training for the activities.</p> <p>Students must be made aware of the value of wearing wetsuits to prevent hypothermia and/or to promote buoyancy.</p> <p>Students must be made aware of the importance of eye protection in cycling.</p> <p>A means to reach a swimmer in trouble must be accessible (e.g., paddle board, motorized boat).</p>	<p><u>Swim Instruction Qualifications</u></p> <p><i>Both instructors must hold one of the following current certifications:</i></p> <ul style="list-style-type: none"> • Canadian Red Cross Water Safety Instructor Award • Lifesaving Society Instructor Certificate plus an Assistant Lifeguard Certificate • Lifesaving Society Swim Instructor Certificate plus an Assistant Lifeguard Certificate • YMCA Instructor Certificate • National Lifeguard Services Lifeguard Certificate (NLS) <p><i>One instructor must also hold current:</i></p> <ul style="list-style-type: none"> • National Lifeguard Services Lifeguard Certificate (NLS).

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
			<p>Head coach must demonstrate knowledge of sport, skills and strategies to principal or designate.</p> <p>Coaching expertise for the head coach derived from at least one of the following:</p> <ul style="list-style-type: none"> • NCCP level One Technical or equivalent • attendance at a triathlon clinic or workshop within the last three years • past experience as an athlete or coach in that sport within the last 10 years <p>An individual who takes responsibility for providing first aid to injured students must be present during the entire practice/competition.</p> <p>An adult with a vehicle must be available to take an injured student to hospital.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn (e.g., flat-soled athletic shoes).	Determine that all facilities are safe for use.	Parents/guardians must be made aware of any off-site activity and the means of transportation used. Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section). Skills must be taught in proper progression.	Constant visual supervision for team tug of war activities.
A working communication device (e.g., cell phone) must be accessible.	Long-sleeved shirts must be worn.	Outdoor grass area minimum 8m (2'4") by 40m (12').	Tugging competitions must be based on skills that are taught.	On-site supervision for initial instruction involving pairs.
Determine that all equipment is safe for use.	No cleats. No spikes.	The pulling area must be a flat, level surface free of debris and water.	Maximum number of participants on each team is 8.	<u>Ratios</u> 1 referee: each poll 1:16 coach to students
Manila Hemp Tug of War rope or equivalent must be used: • minimum 5mm (.25") in diameter • minimum 33m (10') length Ropes must be regularly checked for splinters and severe wear.	No jewellery. No gloves.	The playing area must be outlined with Tug of War markings. No indoor facilities can be used for Tug of War. The exception is a commercial Tug of War indoor facility.	Follow and enforce the rules in the official Tug of War Rule Book (www.tugofwar.ca/otowa). When selecting teams, consideration must be given to students' age, weight, height, gender, fitness level, and experience. Students must participate in appropriate warm-up, including aerobic warm-up and stretches. Students must be informed to never wrap the rope around waist or wrist or pull it under/through clothing. No knots or loops are to be made in the rope, nor must it be locked across any part of the body of any team member.	One coach for each pull. The coach acts as: <ul style="list-style-type: none">• timer• overseer of activity to determine participants in distress and acts accordingly A person who takes responsibility for administering first aid must be accessible for the duration of the activity.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Stopwatch. Whistle.			<p>At the start of a pull, the rope must be taut with the centre rope marking over the centre line marking on the ground.</p> <p>Every pulling member must hold the rope with the palms of both bare hands facing up. The rope will pass between the body and the upper part of the arm.</p> <p>For the end puller/anchor, the rope passes alongside the body, diagonally across the back and over the opposite shoulder from rear to front. The remaining rope passes under the armpit in a backward and outward direction and the slack runs free. The anchor then grips the standing part of the rope by the ordinary grip (e.g., the palms of both hands facing up, with both arms extended forward).</p> <p>Inform students that there is the potential for rope burns.</p> <p>To reduce the risk of rope burns:</p> <ul style="list-style-type: none"> • grip the rope only hard enough to stop it from slipping • momentarily wiggle fingers without letting go of the rope • if arms tire, momentarily squeeze rope under armpit <p>Participants must be instructed in proper foot positioning and footwork.</p>	Any coach who is unfamiliar with Tug of War techniques must seek assistance from appropriate support personnel and/or refrain from coaching until help is received.

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Tug of War

**Physical Education Safety Guidelines
*Interschool***

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>Instruction must be given in the likelihood of a fall, and recovery techniques.</p> <p>Maximum time for each pull is one minute.</p> <p>Teachers must be aware of the weather forecast. Pulling must be cancelled in adverse conditions.</p> <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]).</p> <p>Before involving students in outdoor activity coaches must take into consideration:</p> <ul style="list-style-type: none">• temperature• previous training• length of time students will be vigorously active. <p>Coach must inform students of the importance of:</p> <ul style="list-style-type: none">• wearing sun protection• applying insect repellent• ingesting liquid replacement <p>Allow teams sufficient time to physically recover after each pull (minimum of 1-2 minutes is required).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate clothing and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression. Games must be based on skills that are taught.	On-site supervision.
A working communication device (e.g., cell phone) must be accessible.	No metal cleats.	Indoor surface and surrounding area must be free of all obstacles (e.g., tables, chairs), and must provide sufficient traction.	Adequate liquid replacement must be accessible. Students must be made aware of ways to protect themselves from: <ul style="list-style-type: none">• UV rays (e.g., use of hat, sunglasses, sunscreen)• insects (e.g., repellent)	
Determine that all equipment is safe for use.	No jewellery.	Outdoor playing area must: <ul style="list-style-type: none">• be inspected regularly for debris and obstructions• provide suitable footing• be well removed from traffic areas Holes and severely uneven surfaces must be addressed and reported to the principal.	Parents/guardians must be made aware of any off-site activity and the means of transportation used. Before involving students in outdoor activity, teachers must take into consideration: <ul style="list-style-type: none">• temperature• previous training• length of time students will be vigorously active Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix]). Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	
Disc must be inspected for cracks or spurs.				

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
		<p>Students must also be made aware of these surface problems.</p> <p>Goal posts must be padded if in field of play.</p>	<p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>No intentional body contact.</p> <p>When conducting practices or games, attention must be given to:</p> <ul style="list-style-type: none">• time of day• previous training (e.g., fitness levels of students)• length of time in the sun <p>The number of games played in one day must not present a safety concern.</p> <p>Any exposed orthopedic apparatus, which presents a safety concern to other players, must be soft or padded.</p> <p>Any player with a playing cast must provide a doctor's note or parent/guardian signed permission indicating it is safe for him/her to play.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Poles must be safely stored when not in use.</p> <p>Nets must have no frayed wires.</p> <p>Ball must be appropriate for age and ability of students.</p> <p>For portable systems with guide ropes, clearly identify ropes with markers (e.g., tape, pylons).</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No bare feet on sand courts unless playing area has been raked and inspected prior to use.</p> <p>No jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Beach or grass volleyball courts must provide safe footing.</p> <p>Beach volleyball courts must have sufficient depth of sand so that there are not bare or hard dirt surfaces.</p> <p>Playing surface and surrounding areas must be free of obstacles.</p> <p>No timber borders.</p>	<p>Be aware of students whose medical conditions (e.g., asthma, anaphylaxis, cast, orthopaedic device) may affect participation (see Generic Section).</p> <p>Parents/guardians must be made aware of any off-site activity and the means of transportation used. Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught.</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Drills must be organized so as to minimize the risk of being hit with an errant ball.</p> <p>Activities/rules must be modified to the age and ability level of the participants.</p> <p>Students must be instructed in the safe and correct method of setting up and taking down of nets (e.g., standing on a chair).</p> <p>If using antennae, the bottom must be flush with the net.</p>	<p>On-site supervision during initial instruction of skills.</p> <p>In-the-area supervision after skills have been taught.</p> <p>On-site supervision during equipment set-up and take-down.</p>

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Protective padding must be placed around the poles including cranks and cover from the ground up to the bottom of the net or activities must be modified.			<p>When poles are not padded activities must be modified so that poles do not present a safety hazard.</p> <p>Students must be made aware of boundary ropes if used.</p> <p>Before involving students in outdoor activity, teachers must take into consideration:</p> <ul style="list-style-type: none">• temperature• previous training• length of time students will be vigorously active• heat injuries• UV protection <p>Students must receive instruction on safety procedures related to severe weather conditions (e.g., lightning, funnel clouds, severe winds, tornadoes [see Lightning Appendix F]).</p> <p>Adequate liquid replacement must be accessible.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Poles must be safely stored when not in use.</p> <p>Nets must have no frayed wires.</p> <p>Protective padding must be places around the poles including cranks and support from the floor up to the bottom of the net.</p> <p>Antennae must be flush with the bottom of the net.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No jewellery.</p>	<p>Determine that all facilities are safe for use.</p> <p>Playing surface and surrounding area must be free of all obstacles (e.g., tables, chairs) and must provide sufficient traction.</p> <p>When volleyball poles are removed, floor plugs must be replaced.</p>	<p>Skills must be taught in proper progression.</p> <p>Games must be based on skills that are taught.</p> <p>Parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Drills must be organized so as to minimize the risk of being hit with an errant ball.</p> <p>Student must be instructed in the safe and correct method of setting up, adjusting and taking down nets (e.g., standing on a chair).</p> <p>Fitness development appropriate to level of competition must be addressed.</p> <p>When facilities do not allow for safe play (e.g., poles on sidelines, lines adjacent to walls) modify rules appropriately.</p>	<p>On-site supervision during initial instruction of skills.</p> <p>In-the-area supervision after skills have been taught.</p> <p>On-site supervision during equipment set up and take down.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Also see Curricular Swimming - Synchronized Swimming page.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
A fully stocked first aid kit must be readily accessible.	Appropriate swimwear and footwear must be worn.	Determine that all facilities are safe for use.	Skills must be taught in proper progression. Games must be based on skills that are taught.	Constant visual supervision is required.
A working communication device (e.g., cell phone) must be accessible.	No jewellery.	School or community swimming pool.	Parents/guardians must be made aware of any off-site activity and the means of transportation used.	Ratio of lifeguard to student athletes: To comply with NLS supervision 2:50.
Determine that all equipment is safe for use.	Device to keep hair from obstructing vision (e.g., elastic).	Pool deck must be kept clear of obstacles and excess water.	Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).	Head coach must demonstrate knowledge of sport, skills, and strategies to principal or designate.
Standard safety equipment as stated in pool regulations (e.g., ring buoys, reaching poles, spinal boards, etc.).	Water polo caps with protective ear cups.	BACKYARD POOLS MUST NOT BE USED.	A student athlete's fitness level must be commensurate with the level of competition. Inform referee of any student athletes having any medical problems that may affect their safety in the water. Prior to competing, the student athletes must successfully complete the following swim test, administered by a qualified instructor/guard (test is based on Canadian Swim to Survive™ standard): <ul style="list-style-type: none">• rolling entry (backward or forward) into deep water (2.75m (9') minimum depth)• swim 50m (150') continuously any stroke (no aids or stops)• tread water for 1 minute (See Appendix P.)	Coaching expertise for the head coach derived from at least one of the following: <ul style="list-style-type: none">• NCCP Level One Technical in waterpolo;• attendance at a waterpolo clinic or workshop within the last three years;• recent experience as a player or coach in that sport within the last ten years

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>Coach/Teacher Supervisor must be aware of swim test results.</p> <p>Coach/Teacher Supervisor must inform in-charge person on deck of any student athlete with a medical history (e.g., diabetes, asthma, frequent ear infections) or any medical conditions that may affect the student's safety in the water.</p> <p>Fingernails must be closely trimmed.</p>	<p>An individual who takes responsibility for providing first aid to injured students must be present during the entire practice/competition.</p> <p>A person with a current first aid certification must be accessible.</p>

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>All equipment must be checked before use and repaired as necessary.</p>	<p>Appropriate clothing and footwear must be worn.</p> <p>No jewellery.</p>	<p>Surface and surrounding area must be free of all obstacles (e.g., tables, chairs), and must provide sufficient traction.</p> <p>Determine that all facilities are safe for use.</p> <p>Weight room must be locked when unsupervised.</p> <p>Weights must not slide or slip on floor surface.</p> <p>Adequate storage for free weight plates must be in place.</p>	<p>Skills must be taught in proper progression.</p> <p>Equipment use must be based on skills that are taught.</p> <p>Parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>All athletes must be instructed in the proper lifting techniques and safety procedures (e.g., spotting).</p> <p>Free weight plates must be secured in place before using.</p> <p>Stress correct body alignment for injury prevention.</p> <p>Skills and procedures must be reviewed regularly.</p> <p>A system of safety spotting must be in place.</p>	<p>On-site supervision is required for use of free weights and weight machines.</p> <p>Head coach must demonstrate knowledge of sport, skills and strategies to principal or designate.</p> <p>An individual who takes responsibility for providing first aid to injured athletes must be present during the entire practice/competition.</p>

<i>Equipment</i>	<i>Clothing/Footwear</i>	<i>Facilities</i>	<i>Special Rules/Instructions</i>	<i>Supervision</i>
			<p>Adequate liquid replacement must be accessible.</p> <p>A process must be developed to regularly disinfect equipment.</p> <p>There is a minimum of 2 athletes in the fitness room at any given time.</p> <p>Where weight training activities constitute the main part of the work out, a proper warm up and cool down must be done.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
<p>A fully stocked first aid kit must be readily accessible.</p> <p>A working communication device (e.g., cell phone) must be accessible.</p> <p>Determine that all equipment is safe for use.</p> <p>Wrestling mats or general utility mats must be used:</p> <ul style="list-style-type: none"> • open-cell foam 5cm (2") thickness • cross-link foam 5cm (2") thickness • mats of equivalent compaction rating as determined by manufacturer <p>Mats must be attached together or aligned so separation does not occur.</p>	<p>Appropriate clothing must be worn.</p> <p>Wrestling uniforms consistent with current rules must be worn.</p> <p>No jewellery.</p> <p>No bare feet.</p> <p>Wrestling shoes or appropriate footwear (no sharp edges, lace tips on shoes).</p> <p>Glasses not to be worn.</p>	<p>Mat surface and surrounding area must be free of all obstacles (e.g., tables chairs) and must provide sufficient traction.</p> <p>Determine that all facilities are safe for use.</p> <p>Mat surfaces must be checked regularly for irregularities and be cleaned prior to use.</p> <p>Allow suitable clearance from the edge of wrestling area to surrounding walls.</p> <p>Surrounding walls must be padded if clearance from mat surface is less than 2m (6'6").</p>	<p>Skills must be taught in proper progression.</p> <p>Competitions must be based on skills that are taught.</p> <p>Parents/guardians must be made aware of any off-site activity and the means of transportation used.</p> <p>Be aware of athletes whose medical condition (e.g., asthma, anaphylaxis, casts, orthopaedic device) may affect athlete's participation (see Generic Section).</p> <p>A student athlete's fitness level must be commensurate with the level of competition.</p> <p>Athletes must wrestle with partners of similar weight, strength and ability.</p> <p>Warm up activities must emphasize conditioning and flexibility.</p> <p>Rules and illegal moves must be outlined.</p> <p>Maximum time limit of 2 minutes per round and best two of three rounds per match.</p>	<p>On-site supervision is required.</p> <p>Head coach must demonstrate knowledge of sport, skills and strategies to principal or designate.</p> <p>Coaching experience for the head coach derived from the following:</p> <ul style="list-style-type: none"> • NCCP Level One Technical in Wrestling • Attendance at a wrestling clinic or workshop within the last three years • Past experience as a competitor or coach in that sport in the past 10 years <p>An individual who takes responsibility for providing first aid to injured students must be present during the entire practice/competition.</p>

Equipment	Clothing/Footwear	Facilities	Special Rules/Instructions	Supervision
Wrestlers with orthodontic devices must wear appropriate mouth protection.			<p>Fingernails must be closely trimmed.</p> <p>No facial hair.</p> <p>Athletes with communicable skin conditions (e.g., impetigo) must not participate in contact wrestling.</p> <p>Benefits of headgear must be outlined to student athletes.</p> <p>The hazards of improper eating practices and severe weight loss techniques must be outlined to student athletes.</p> <p>Universal precautions (e.g., using impermeable gloves, see Appendix P) must be followed when dealing with situations involving blood and other bodily fluids.</p>	

Also see Generic Issues and Introduction to Activity Page Components Sections to view complete safety requirements.

Appendices

Appendix A-1

Interschool Athletic

Participation/Acknowledgement of Risk Form

Physical Education Safety Guidelines
Interschool

This form is to be completed on behalf of a student who wishes to participate in interschool sport and must be returned to the coach prior to the student's first team tryout.

Student Name:	Health Card # (optional):
Home Address:	Physician's Name:
Home Phone Number:	Physician's Phone Number:
Parent/Guardian Name:	Emergency Contact Name:
Work Phone Number:	Emergency Contact Phone Number:

Note: An annual medical examination is recommended.

Medical Information

1. Date of last complete examination _____
 2. Date of last tetanus immunization _____
 3. Is your son/daughter/ward allergic to any drugs, food/medication/other? _____
 4. Does your son/daughter/ward take any prescription drugs? _____
 5. What medication(s) should the participant have available during the sport activity? _____
 6. Who should administer the medication? _____
 7. Does your son/daughter/ward wear a medical alert bracelet, neck chain, or carry a medical alert card? Y__ N__
 8. Has your son/daughter/ward been identified as being anaphylactic? Y__ N__ If yes, does he/she carry an EpiPen®? Y__ N__
 9. Does your son/daughter/ward wear eyeglasses? Y__ N__ Contact lenses? Y__ N__
 10. Please indicate if your son/daughter/ward has been subject to any of the following, and if so, provide pertinent details:
epilepsy, diabetes, orthopaedic problems, deaf, hard of hearing, asthma, allergies _____
head or back conditions or injuries (in the past two years) _____
arthritis or rheumatism, chronic nosebleeds, dizziness, fainting, headaches, hernia, swollen or hyper-mobile or painful joints, trick or lock knee _____

 11. Please indicate any other medical condition that will limit participation _____
- Should your son/daughter/ward sustain an injury or contract an illness requiring medical attention during the competitive season, notify the coach and complete the "Request to Resume Athletic Participation Form".

MEDICAL INFORMATION FORM - PHYSICAL EDUCATION AND INTRAMURALS/CLUBS

Name of Student _____ Grade _____ Name of Teacher _____

1. Please indicate if your son/daughter/ward has been subject to any of the following and provide pertinent details: epilepsy, diabetes, orthopaedic problems, heart disorders, asthma, allergies: _____
head or back conditions or injuries (in the past two years): _____
arthritis or rheumatism; chronic nosebleeds; dizziness; fainting; headaches; dislocated shoulder, hernia; swollen, hyper-mobile or painful joints; trick or lock knee: _____
2. What medication(s) should your son/daughter/ward have on hand during the physical activity? _____
Who should administer the medication? _____
3. Has your son/daughter/ward been identified as anaphylactic? Y____ N____ If yes, does he/she carry an epinephrine auto injector (e.g., EpiPen®)? Y____ N____
4. Does your son/daughter/ward wear a medical alert bracelet? Y____ N____ A neck chain? Y____ N____ Carry a medical alert card? Y____ N____
If yes, please specify what is written on it: _____
5. Does your son/daughter/ward have any other relevant medical condition that will require modification to the program?

ELEMENTS OF RISK NOTICE-- *The risk of injury exists in every athletic activity. However, due to the very nature of some activities, the risk of injury may increase. Injuries may range from minor sprains and strains to more serious injuries. These injuries result from the nature of the activity and can occur without fault on either the part of the student, the school board or its employees/agents or the facility where the activity is taking place. Some class/intramural/club activities that are identified as having the potential for more serious consequences are: alpine skiing/snowboarding, broomball (ice), cheerleading (acrobatic), field hockey, field lacrosse, gymnastics, ice hockey, ringette (ice), swimming, wrestling, and/or field events: high jump, shot put. The safety and well-being of students is a prime concern and attempts are made to manage, as effectively as possible, the foreseeable risks inherent in physical activity. Please call the school to discuss safety concerns related to any physical activity in which your child/ward is participating.*

INTRAMURAL/CLUB ACTIVITIES PERMISSION/ACKNOWLEDGEMENT OF RISK

I give permission for my child/ward _____ to participate in intramural/club activities. I acknowledge the information related to the elements of risk.

Parent/Guardian Signature: _____ Date: _____

Any use or disclosure of personal information will be in accordance with the Freedom of Information and Protection of Privacy Act, R.S.P.E.I 1998, C.F-15.01

Appendix B-1

Sample Request to Resume Athletic Participation

Concussion-Related Injuries

Physical Education Safety Guidelines
Interschool

If a student is/has been suspected of having a concussion, a physician must sign this form.

Student Name: _____

The student must complete the following contacts with the physician and follow physician's instructions below:

Initial contact with physician:

- No concussion - student may return to:
- regular physical education class activities
 - intramural activities/clubs
 - interschool sport activities

Physician signature: _____ *Date:* _____

- Concussion - no activity for 24-48 hours, then proceed to step 1 of the Return to Play Strategy.

Physician signature: _____ *Date:* _____

Physician comments: _____

Note: A procedure must be established to inform all relevant personnel (teacher of Physical Education, coach of interschool team and intramural supervisor) and to provide each with a copy of this form.

When a concussion is diagnosed, the student and parents/guardians monitor symptoms and signs of a concussion. It is very important that a student not do any physical activity if he/she has any signs or symptoms. The 'return to play' process is gradual and must follow the steps as outlined below. **Note: Each step must take a minimum of one day.** If symptoms or signs of the concussion return (e.g., headache, feeling nauseated) either with activity or later that day, the student needs to return to the previous step. A student should **never** return to play if symptoms persist. The student may not participate in any physical education activity until Step 1 and Step 2 have been completed. Prior to beginning Step 3, the parent/guardian signature is required.

Step 1: After an initial rest period of 24-48 hours light cognitive and physical activity can begin. If symptoms don't worsen proceed to

Step 2: **Step 2.** Light aerobic exercise, such as walking or stationary cycling, for 10-15 minutes, no resistance training.

In signing below, I give permission for my son/daughter to proceed to Step 3 and participate in physical education activities as described.

Parent/Guardian Signature: _____ **Date:** _____

Step 3: Sport-specific exercise (e.g., running in soccer, ball drills, shooting drills) for 20-30 minutes. No resistance/weight training.

Step 4: on field/court/ice activity such as ball drills, shooting drills, and other activities with NO CONTACT (e.g., no checking, no heading the ball). May add light resistance training and progress to heavier weights.

Note: After Step 4 and before Step 5 (return to full contact training practice), the athlete must return to the physician for final approval to engage in full contact activity. The time needed to progress from "on field/court/ice activity" to "full contact training practice" will vary with the severity of the concussion and the athlete.

Second contact with physician:

- Concussion symptoms and signs have gone - the athlete may return to:
 - regular physical education class activities
 - intramural activities/clubs
 - interschool sport activities

Physician Signature: _____ **Date:** _____

Physician Comments: _____

The teacher/coach allows the athlete to participate in contact activity progressing through Step 5 and Step 6.

Step 5: Full contact training/practice.

Step 6: Game play.

Note: This form must be returned to the coach, and if applicable, to the Physical Education teacher and intramural supervisor. The teacher/coach files this form.

Appendix C

Physical Activity and Sport-Related Concussion

Physical Education Safety Guidelines
Interschool

Common Symptoms and Signs of Concussion

It is important to know that an athlete does not need to be “knocked out” (lose consciousness) to have had a concussion. After the concussion, the athlete may experience many different kinds of symptoms and it is important to remember that some symptoms may appear immediately and others later. Athletes may be reluctant to report symptoms of concussion because of a fear that they will be removed from the activity, or jeopardize their status on a team or in a game. But it is important to consider the permanent repercussions of a concussion. Without proper management, a concussion can result in permanent problems and even death. Concussion should be suspected in the presence of any one or more of the following symptoms and signs:

Thinking Problems	Student Complaints	Other Problems
<ul style="list-style-type: none">• Does not know time, date, place, class, type of activity in which he/she was participating• General confusion• Cannot remember things that happened before and after the injury• Knocked out	<ul style="list-style-type: none">• Headache• Dizziness• Feels dazed• Feels “dinged” or stunned; “having my bell rung”• Sees stars, flashing lights• Ringing in the ears• Sleepiness• Loss of vision• Sees double or blurry• Stomach ache/pain/nausea	<ul style="list-style-type: none">• Poor coordination or balance• Blank stare/glassy-eyed• Vomiting• Slurred speech• Slow to answer questions or follow directions• Easily distracted• Poor concentration• Strange or inappropriate emotions (e.g., laughing, crying, getting mad easily)• Not playing as well

Note: All athletes need to consult a physician after a suspected concussion.

Concussion - Initial Response

1. If there is a loss of consciousness, initiate Emergency Action Plan and call 911. Assume there is a possible neck injury and, *only if trained*, immobilize the student before ambulance transportation to hospital. Otherwise, do NOT remove athletic equipment (e.g., helmet).
2. If there is not a loss of consciousness, but a concussion is suspected due to a direct blow to the head or a major physical trauma to other parts of the body (causing a whiplash effect on the head and neck):
 - remove the student from the current activity or game;
 - do not leave the athlete alone;

- monitor signs and symptoms;
- do not administer medication; and
 - i. the athlete needs to be evaluated by a medical doctor;
 - ii. the athlete must not return to play in the game or practice that day;
 - iii. inform the parent/guardian about the injury and of the importance of an evaluation by a medical doctor.

How long does it take for the student to get better?

The signs and symptoms of a concussion often last for 7–10 days, but may last much longer. The exact length of this period is unclear, but the brain temporarily does not function normally and during this time it is more vulnerable to a **second head injury**. In some cases, athletes may take many weeks or months to heal. Significant cognitive symptoms may result from concussion, including; poor attention and concentration, reduced speed of information-processing and impaired memory and learning. There may also be a significant negative effect on educational and social attainment, as these functions are critical for learning new skills and attending to schoolwork.

When can an athlete with a concussion return to sport?

Physician Visit #1

If NO CONCUSSION is determined by a doctor:

Using the 'Request to Resume Interschool Athletic Activities: Concussion Related Injuries Form':

- Doctor checks the box '**No Concussion - athlete may return to**' plus the other appropriate activity boxes and signs and dates the form.
- Student returns the completed form to teacher/coach in order to be allowed to participate in interschool athletic activities.

Note: Teacher files the completed form from the doctor.

If CONCUSSION is determined by a doctor:

Using the 'Request to Resume Interchool Athletic Activities: Concussion Related Injuries Form':

- Doctor checks the box '**Concussion - no activity for 24-48 hours, then proceed to step 1 of Return to Play Strategy**' and signs and dates the form.
- Athlete returns the completed form to teacher/coach, and if applicable, to the Physical Education teacher to be informed that the athlete is not to participate in vigorous activities until symptoms and signs are gone.
- Form is returned to the athlete as this form is to be used for the parent permission and second doctor assessment.

Appendix C

Physical Activity and Sport-Related Concussion

Physical Education Safety Guidelines
Interschool

The athlete and parents/guardians monitor symptoms and signs of a concussion. It is very important that an athlete not do vigorous physical activity if he/she has any signs or symptoms. The ‘return to play’ process is gradual and must follow the steps as outlined below. **Note: Each step must take a minimum of one day.** If symptoms or signs of the concussion return (e.g., headache, feeling nauseated) either with activity or later that day, the athlete needs to rest for 24 hours, and return to the previous step. An athlete should **never** return to play if symptoms persist.

After an initial short period of 24 to 48 hours of rest, proceed to Step 1;

Step 1: Light cognitive and physical activity can begin. If symptoms don't worsen proceed to **Step 2**.

Step 2: Light aerobic exercise, such as walking or stationary cycling, for 10-15 minutes, no resistance training.

Using the '**Request to Resume Interschool Athletic Activities: Concussion-Related Injuries Form**':

- the parent/guardian signs and dates the form to give permission for the student to proceed to **Step 3**.

Step 3: Sport-specific exercise (e.g., skating in hockey, running in soccer) for 20-30 minutes. No resistance training or weight lifting.

Step 4: On field/court/ice activity such as ball drills, shooting drills and other activities with NO CONTACT (e.g., no checking, no heading the ball). May add light resistance training and progress to heavier weights.

Note: The time needed to progress from non-contact to contact exercise will vary with the severity of the concussion and the player. Proceed to Step 5 after second clearance by a doctor. After Step 4 and before Step 5 (returning to full-contact training/practice), the athlete must return to the physician for final approval to engage in full contact activity.

Physician Visit #2

Doctor assesses that all symptoms and signs of a concussion are gone after Step 4:

Using the '**Request to Resume Interschool Athletic Activities: Concussion Related Injuries Form**':

- Doctor checks the box '**Concussion symptoms and signs have gone - athlete may return to**'; and checks the other appropriate box and signs and dates the form.
- The athlete brings the completed form to the teacher/coach, and if applicable, to the Physical Education teacher. The teacher/coach allows the athlete to participate in contact activity progressing through **Step 5** and **Step 6**.

Step 5: Full contact training/practice

Step 6: Game play.

Note: Each step must take a minimum of one day. If symptoms or signs of the concussion return (e.g., headache, feeling nauseated) either with the activity or later that day, the athlete needs to return to the previous step. An athlete should **never** return to play if symptoms persist.

Note: Teacher/coach files the completed form 'Request to Resume Athletic Participation: Concussion-Related Injuries' from the doctor.

If the teacher/coach is unsure if an athlete should play, remember.....***when in doubt, sit them out.***

Recent research indicates that “second impact syndrome” may occur when an athlete/student is injured and has a second concussion while he/she still has symptoms from a previous concussion. The second injury may initially appear to be very minor, but can have serious consequences and even be fatal. (Adapted from “Identification and management of children with sport-related concussion”, *Paediatrics & Child Health* 2006; 11(7):420-428).

Concussion Management:

An athlete’s safe return to physical activity after a concussion is enabled when the athlete and the parents/guardians are familiar with the symptoms and treatment. Summaries (appropriate hand-outs) of this information are available on the Parachute website:

- For general information as well as information for parents, athletes, coaches and teachers please
- go to <https://parachute.ca/en/injury-topic/concussion/> ***or***
-

Concussions: Minimizing the Risk (from Parachute)

Any time a player is involved in a contact sport, there is a chance of sustaining a concussion. Many concussions are not reported until after the practice or game. Therefore, it is important to take a preventative approach when dealing with concussions.

- The best way to prevent concussions is to prevent the incidents that cause concussions, such as falls and motor vehicle collisions.
- Concussion prevention in sports and recreation includes:
- Respecting and following the rules of the sport or activity, especially rules that are in place to reduce hits to the head

Wearing properly fitted equipment, such as the right footwear to prevent falls

Training, practising and playing in ways that are appropriate for your skill level

Developing and enforcing policies and rules in sport to prevent injury, such as minimum bodychecking age in hockey. According to current research, these kinds of policies are the most effective way to prevent sport-related concussions.

Helmets are an important piece of protective equipment for many sports and activities. Helmets can prevent serious head injuries. However, helmets are not proven to prevent concussions.

Appendix D

Sample First Aid Kits

Physical Education Safety Guidelines
Interschool

The following are sample first aid kits. Having a first aid kit on-site and accessible is essential no matter what activity you are involved in; being prepared with the necessary supplies will increase the likelihood of a safer activity. The Basic First Aid Kit is the minimum recommended for elementary schools while the Athletic First Aid Kit should be considered for intermediate and senior high schools. These lists are not meant to be all-inclusive, but are meant to provide an idea of the variety of supplies that are needed depending on the athletic activities involved and the number of participants. Quantities of items are kept small to ensure that the kit is not over-packed; however, these supplies must be replaced and the kit restocked after each use.

Basic First Aid Kit		Athletic First Aid Kit	
Antibiotic Ointment	1	Knuckle Bandaids	25
Antiseptic Towelettes	20	Regular Bandaids	25
Sting Stop Swabs	6	Coverstrips (Steri-Strips)	2 pk.
Bandaid Butterfly Closures	5	Alcohol prep pads	10
Fingertip Bandages	20	Sterilized Tongue Depressors	10
Strip Bandages	50	Plastic Ice Bags	10
Compress 4" x 4" Sterile	1	Black-handled Utility Scissors	1 pr.
Compress 6" x 4" Sterile	2	5.5" Bandage Scissors	1 pr.
Pressure Bandage w/ Ties	1	Shark Tape Cutters	1 pr.
Gauze 2" x 2" Sterile	5	Disposable Penlight	1
Gauze 4" x 4" Sterile	5	Powdered Latex Gloves (M)	2 prs.
Roll Gauze 4' x 4.5' YD	2	Athletic Tape 1.5" x 5 YD	5 rolls
Triangular Bandages	6	Pro-Wrap (Underwrap Foam)	2 rolls
Tensor 3" x 5 YD	1	Heavyweight Tape 3" x 5 YD	2 rolls
Tensor 6" x 5 YD	1	4" width Tensor Bandages	2
Large Latex Gloves	2 prs.	Triangular Bandages (Slings)	3
7 1/2" Bandage Scissors	1 pr.	3" width Rolled Kling Gauze	2 rolls
4 1/2" Tweezers	1 pr.	Sterilized 3 x 3" Gauze Pads	10
Abdominal Pad 5" x 9"	1	Foam 3 x 3" Heel & Lace Pads	20
Trainer's Tape 1 1/2 x 15 YD	1	Moleskin 3" x 16"	1 sheet
Bleached Tape 1" x 5 YD	1	Adhesive Felt 4" x 5.5" x 1/8"	2 sheets
First Aid Pocket Guide	1	Adhesive Foam 4" x 6" x 1/8"	2 sheets
CPR Barrier	1	Tuf-Skin 40oz. can	1
Instant Cold Pack	2	Skin-Lube 2.75 oz. tube	1
Instant Warm Pack	2	Savlong Gernicide 100ml	1
Assorted Safety Pins	12	Tiger Balm 3 oz. jar	1
		Nailclippers	1
		Safety Pins - Assorted Sizes	10
		Disposable Razor	1
		Pad of Paper and Pen	1
		Instant Cold Pack	1

Given that there is an element of risk in all physical activity, an encounter with an injury or medical condition is highly possible. Recognizing this fact, it is necessary to establish a plan of action. The key to the Emergency Action Plan is getting professional care to the injured/ill student as quickly as possible. For that to happen efficiently and effectively, you must be prepared with an Emergency Action Plan. The following is a sample:

SAMPLE EMERGENCY ACTION PLAN

A. Preparation

You should know the following information:

1. Location and access to the first aid kit.
2. Location and access to a telephone.
3. Emergency telephone number of ambulance and hospital (911).
4. Directions and best access routes to the nearest hospital.
5. The whereabouts of a suitable and available means of transportation.
6. Identity of students with medical conditions (e.g., asthma, life-threatening allergies, diabetes).
7. Location of medication (e.g., epinephrine auto injector, asthma reliever, etc.)
8. Emergency communication procedures (e.g., cellular phone) for off-site activities.

B. When an injury/medical condition occurs:

1. Initially, when coming in contact with the injured/ill student, take control and assess the situation. Exercise universal pre cautions related to blood/bodily fluids (see Appendix J).
2. Keep in mind the cardinal rules of injury care:
 - DO NOT MOVE THE INJURED STUDENT.
 - IF A STUDENT CANNOT START A MOVEMENT BY HIMSELF/HERSELF, DO NOT MOVE THE BODY PART FOR HIM/HER.
3. Stay calm. Keep an even tone in your voice.
4. Instruct any bystanders to leave the injured/ill student alone.
5. Do not remove the student's equipment if there is a risk of further injury.
6. Evaluate the injury/condition. Once you have assessed the severity, decide whether or not further assistance is required or medication is needed.
7. Administer medication as per Board Policy.
8. If an ambulance is not needed, then decide what action is to be taken to remove the injured/ill student from the playing surface.

Appendix E

Emergency Action Plan

Physical Education Safety Guidelines
Interschool

9. If an ambulance is required:
 - Request assistance from the other person (e.g., teacher/administrator/parent).
 - Have this person call 911 with the following information:
 - the nature of the emergency;
 - the location and closest cross-streets; and
 - the telephone number from where you are placing the call;
 - Have the other person report back to the in-charge person to confirm that the call was made and give the estimated time of ambulance arrival; and
 - Go to the access entrance and wait for the ambulance.
10. Once the call has been placed, observe the student carefully for any change in condition and try to reassure him/her until professional help arrives.
11. Do not be forced into moving the student unnecessarily.
12. For conditions other than diabetes, do not provide the injured student with food or drink.
13. When ambulance attendants arrive, inform them of what happened, how it happened and what you have done. If aware, you can inform them about any medical-related problems or past injuries of the participant.
14. The in-charge person or a designated adult should accompany the injured student to the hospital to help reassure the student and give the relevant medical history and injury circumstances to the physician.
15. The parents/guardians of the injured/ill student must be contacted as soon as possible.
16. Complete a School Incident Report Form and file with the appropriate school board official and school administrator.

Sample Lightning Procedures

The following safety protocol is a sample of what can be developed for individuals and groups participating in outdoor activities.

Chain of Command

The persons filling the roles listed below are responsible for making the decision to remove a group or individuals from the playing field, stopping the activity, and determining when/if it is safe to resume the activity:

- Curricular activities – teacher
- Intramurals – teacher, intramural supervisors
- Interschool – *Practices*: teacher/coach; *Games*: teacher/coach in consultation with official
- Outdoor Education Trips – teacher in consultation with trip Leader
- Off-Site Activity Providers – teacher in consultation with facility Monitor
- Camps – teacher in consultation with camp director

Plan Your Evacuation and Safety Measures in Advance

A lightning response plan must be planned in advance of the outdoor activity. The following must be taken into consideration:

1. Weather Conditions:

Monitor weather conditions 24 hours prior to outdoor activity or event. Be aware of potential thunderstorms that may form during scheduled outdoor physical education activities, e.g., local weather forecasts (from The Weather Channel, local radio/ TV stations); WEATHER-ONE-ON-ONE at 1-900-565-5555. This is a user-pay consultation service from Environment Canada. (www.weatheroffice.gc.ca)

2. Shelter:

Know where the closest ‘safe structure or location’ is to the field or playing area, and know how long it takes to get to that safe structure or location.

Safe structure or location is defined as:

- Any building normally occupied or frequently used by people (e.g., a building with plumbing and/or electrical wiring that acts to electrically ground the structure.)
- In the absence of a safe structure, ***any vehicle with a hard metal roof*** (not a convertible or golf cart) and rolled-up windows can provide a measure of safety. (*It is not the rubber tires that make a vehicle a safe shelter, but the hard metal roof which dissipates the lightning strike around the vehicle.*) DO NOT TOUCH THE SIDES OF THE VEHICLE.

Appendix F

Lightning Protocol

Physical Education Safety Guidelines
Interschool

Alternate location: If there is no safe structure or location:

- Find the low ground. Seek cover in clumps of bushes or a dry ditch.
 - Remove all metal objects.
 - Minimize your body's surface area in contact with the ground. Do not lie flat on the ground. (*Lightning current often enters a victim through the ground rather than by a direct overhead strike.*)
- % **PLACE YOUR FEET TOGETHER, LOWER YOUR HEAD, CROUCH DOWN WITH ONLY THE BALLS OF YOUR FEET TOUCHING THE GROUND, AND WRAP YOUR ARMS AROUND YOUR KNEES.**

Unsafe shelter includes:

- all outdoor metal objects (e.g., football standards)
- near flag poles
- fences and gates
- near light poles
- metal bleachers
- golf carts
- machinery, etc.

AVOID trees, water (ponds, creeks), open fields, and high ground.

Detection and Response:

When you first see lightning or hear thunder, activate your emergency plan and seek shelter immediately (go to a building or a vehicle). Lightning often precedes rain, so don't wait for the rain to begin before suspending activities.

Apply the following lightning safety slogan: '**IF YOU SEE IT, FLEE IT; IF YOU HEAR IT, CLEAR IT.**'

Resumption of the Activity:

Wait a **minimum** of 30 minutes from the last visual observation of lightning or sound of thunder before resuming activities.

Injured persons do not carry an electrical charge and can be handled safely. Call 911 or send for help immediately. Apply first aid procedures if you are qualified to do so.

Source of information: U.S National Severe Storms Laboratory (NSSL) National Lightning Safety Institute, Louisville, CO.

Area other than gymnasiums that are used for physical activities
(e.g., concourse, church hall, empty classroom, school basement, cafeteria, stage)

The following is recommended to optimize safety when using an activity room for physical education instruction:

1. An activity room is best suited for activities which have a controlled amount of activity (e.g., aerobics, mat work, fitness stations, skipping, wrestling, dance, beanbag activities, and chair activities). Avoid ball-throwing for distance, dodge ball-type games and games which are “action-packed” and go end-to-end (e.g., tag, soccer, floor hockey).
2. In game activities, implement “no body contact” rule.
3. Plan activities that engage a large number of participants in small spaces that will not jeopardize safety standards.
4. If the activity “room” is an open area, student traffic should go around, not through, the class.
5. Structure drills to provide as much organization as possible.
6. Caution students not to throw objects (e.g., beanbags) against the ceiling, thereby knocking down tiles, dust, lights, etc.
7. Keep activity away from drinking fountains, stage steps, trophy cases, etc. Centre all activities to allow for a “safety zone” of at least one metre around the perimeter. Create visual boundaries, if possible, with cones/pylons.
8. Precautions are needed to guard against doors opening into the activity area.
9. Do not allow students to be involved in an activity that requires constant visual or on-site supervision while the teacher goes to the gym or to a storage area in another part of the school to get equipment.
10. Check to determine if the floor surface provides safe traction and is conducive to activity (e.g., not slippery from water or dirt).
11. Check to determine that the equipment/furniture does not present a hazard.

Appendix H

Safety in Fitness Centres and Weight Training Rooms

Physical Education Safety Guidelines
Interschool

Please see Secondary Curricular Physical Education Safety Guidelines for Fitness Activities (in Module 1).

1. To qualify to use the fitness/weight room:

- Students must be instructed in proper fitness and weight training techniques/uses and safety procedures, either in physical education class or a training session developed by staff/coach with expertise. This should be reviewed as needed.
- Students must be made aware of inherent risks specific to weight training and/or use of weight room/fitness centre activities.
- Students and parents need to sign a consent form prior to the student's participation in a training session and/or fitness centres (see Appendix A).
- Students must have an identifiable pass/tag to enter fitness/weight training area and sign in and out of the area.
- Only students training are allowed in the room. **No spectators.**

2. Supervision:

- Supervising coach must be in the area.
- Fitness centres/weight rooms require an on-site monitor. Monitors may be educational assistants, retired teachers, parents, co-op students, teacher candidates or trained senior students. Monitors of the fitness centres/weight rooms have these duties:
 - Check pass/tag of each student who enters fitness room.
 - Open and lock fitness room using procedure established by the school.
 - Determine that students are following posted rules and procedures.
 - Establish a procedure to regularly disinfect equipment.
 - Make sure room is left in proper order.

3. Rules of Use:

- Minimum number of students using fitness room at any given time is two.
- Suitable clothing and footwear must be worn.
- No jewellery is allowed.
- Procedures need to be established so that facility and equipment are inspected by a teacher/coach on a daily basis.
- Equipment needing repair must be identified, removed from use, and repaired.
- Any violation of rules may result in some form of sanction being applied (e.g., suspension or loss of pass/tag, closure of fitness room).
- A process must be in place where fitness equipment is disinfected on a regular basis.

1. All newly purchased (new or used) or donated fitness equipment must comply with Canadian Standards Association (CSA) and/or Underwriters Laboratories Ltd. (UL) or Underwriters' Laboratories of Canada (ULC) standards.
2. Equipment installation must be done by qualified personnel (e.g., manufacturer/vendor) in accordance with the CSA and/or UL or ULC standards. Volunteer installations must not be permitted unless supervised by qualified personnel.
3. All used equipment must be inspected by qualified personnel prior to use.
4. Retain inspector's checklist for future reference.
5. An audit of all existing fitness equipment needs to be conducted to determine the general age, condition and compliance level with the CSA and/or UL or ULC standards. A plan needs to be in place to systematically replace the oldest equipment (or that which is in disrepair) with equipment that complies with the CSA and/or UL or ULC standards. Unsafe equipment must be removed from service immediately.

Appendix J-1

Sample Safety Checklist - Gymnasium Facilities

Physical Education Safety Guidelines
Interschool

Each school is to develop a procedure for regular inspection with appropriate follow-up. School Safety Committees are responsible for inspections which are to be completed annually. Physical Education Teachers may be required to assist with some areas.

Site name: _____

Inspection date: _____ Time: _____ Inspected by: _____

Item	Meets Safe Guidelines		Comments/Follow-up Action
	Yes	No	
Adjustable Stage			
• rollers run smoothly			
• locking mechanism secure			
Archery Net Assembly			
• cable and bracket are in good condition			
Basketball Backstop			
• backboards in good condition			
• cable and attachment from backboard to wall secure			
• rims attached and straight			
• Velcro strips on walls behind backboards in good condition to hold mats			
• winch not located directly below a wall-mounted backboard			
• winch in good working order			
• foam at base of backboard attached			
• wall padding securely attached			
• condition of pulleys and cables			
Benches			
• top and supports free from cracks and splinters			

Sample Safety Checklist - Gymnasium Facilities

Item	<i>Meets Safe Guidelines</i>		<i>Comments/Follow-up Action</i>
	<i>Yes</i>	<i>No</i>	
• benches stable, not loose			
Bleachers			
• secured to wall			
• seats and risers free from cracks and splinters			
• portable bleachers function properly			
Ceiling			
• tiles and panels in place			
• lights, diffusers, fans, speakers and their guards attached			
• tiles free of mold and stains			
Change Rooms			
• free of objects that create a hazard (e.g., tables, chairs, pianos)			
• floor provides safe traction			
• benches free from cracks and splinters			
Chinning Bars			
• attachment is secure to wall			
• adjustable parts in good condition			
• peg holes and pegs in good condition			
Entrances/Exits			
• free of obstructions			
• no doorknobs/protruding handles on gym side of door			
• doors open away from gym area			
• exit signs in working order			
• emergency lighting installed where necessary and operable			
Floors			
• clean and dry			
• provide good traction			

Appendix J-1

Sample Safety Checklist - Gymnasium Facilities

Physical Education Safety Guidelines
Interschool

Item	<i>Meets Safe Guidelines</i>		<i>Comments/Follow-up Action</i>
	<i>Yes</i>	<i>No</i>	
• clear of objects which may cause tripping/slipping			
• sockets covered and flush with floor			
• plates flush with floor and in good condition			
Folding Climbers			
• secure to wall			
• cables, pulleys, lock pins, clamps in good condition			
• dowels, parallel boards, ladders free from cracks and splinters			
Folding Doors, Suspended Curtain			
• switches or controls working as designed			
• run smoothly			
• fabric in good condition (check for rips and tears)			
• storage pocket clear of equipment			
Fitness Centre/Weight Room			
• chin-up/dip bars secure			
• pulleys and cables on weight machines in good repair (check for fraying)			
• weights secure on machines			
• padding on benches not torn			
• tops/seats on benches secure			
• floor padding in good repair			
• free-weights welds secure			
• cycles, step machines, treadmills in proper working order			
Gymnasium Space			
• free of “stored” furniture, boxes, equipment along perimeter walls and corners			
• p.a. system can be heard			

Appendix J-1 **Sample Safety Checklist - Gymnasium Facilities**

Item	<i>Meets Safe Guidelines</i>		<i>Comments/Follow-up Action</i>
	<i>Yes</i>	<i>No</i>	
Ropes			
• not frayed			
Stairs			
• clear of obstacles			
• treads in good condition			
• railings secure			
• free of protruding nails, cracks, and splinters			
Storage Room			
• floor clean and walking area clear of equipment			
• equipment stored on designated shelves			
• volleyball/badminton poles secured to prevent injuries from tripping and from falling poles			
• under stage storage is easily accessible			
• trolleys are easily reached and move easily			
• protective flooring is easily moved, installed and stored			
Ventilation			
• gymnasium is adequately ventilated			
• heat is easily controlled			
• gymnasium is free of offensive odors			
Walls			
• all outlets/switches/registers/etc. which pose a hazard must be padded or flush with wall surfaces			
• free of protruding hooks, nails, etc.			
• protective wall mat covers free of tears/wearing			
• mat strips secured to wall, Velcro in good condition			
• Fire Alarm stations are secured and covered			

Appendix J-2

Sample Safety Checklist - Gymnasium Equipment

Physical Education Safety Guidelines
Interschool

Each school is to develop a procedure for regular inspection with appropriate follow-up. School Safety Committees are responsible for inspections which are to be completed annually. Physical Education Teachers may be required to assist with some areas.

Site name: _____

Inspection date: _____ Time: _____ Inspected by: _____

Item	Meets Safe Guidelines		Comments/Follow-up Action
	Yes	No	
Badminton			
• rackets useable (no splinters or broken strings)			
Badminton Net			
• free of exposed wires along top and frayed wires along poles			
• free of wears and holes			
• no sharp edges			
Badminton Posts			
• hooks, pulleys, and ratchet in good condition			
Ball Hockey/Floor Hockey			
• goals have welds and frames in good condition			
• wooden floor hockey sticks free of splinters			
• plastic ball hockey sticks free of cracks and broken edges/ends			
• stick blades secure to shaft			
Emergency Equipment			
• first aid kit fully stocked and accessible			
• emergency phone numbers posted			
• access to phone/office via P.A. system			
• emergency exit lights/signs working			

Item	<i>Meets Safe Guidelines</i>		<i>Comments/Follow-up Action</i>
	<i>Yes</i>	<i>No</i>	
Gymnastics Equipment:			
Balance Beam			
• no tears in covering (rips may be glued down)			
• height-adjustment mechanism functional and in good condition			
Floor Exercise Tumbling Mats			
• no holes (rips may be taped)			
• uniform thickness and compaction throughout			
• Velcro in good condition			
• allow for 1.5M of clear area around mats			
• for competition: mats extend 61cm (24") beyond boundary at corners			
Mini-Trampoline			
• stable with height-adjustment knobs in good condition			
• appropriate angle for skill progression			
• all springs in place with hooks pointing down or elastic cable in good condition			
• frame pad completely covers springs/cables and frame			
• non-slip rubber feet in good condition			
• take-off surface in good condition			
Pommel Horse			
• horse is stable and level			
• no tears in covering (rips may be taped or glued down)			
• height-adjustment mechanism in good condition			
• pommels smooth, no chalk build-up			

Appendix J-2

Sample Safety Checklist - Gymnasium Equipment

Physical Education Safety Guidelines
Interschool

Item	Meets Safe Guidelines		Comments/Follow-up Action
	Yes	No	
Rings			
• ring stand (if used) secure and vertical (see Uneven Bars)			
• no kinks or knots in steel cables			
• no exposed frayed wire			
• leather/webbing straps checked for wear			
• no splinters, cracks, or chalk build-up			
Take-off Board (not a springboard)			
• free of splinters and broken tops/legs			
• springs in good condition			
• floor protection pads in good condition			
• carpeted non-slip take-off surface in good condition			
• all bolts tightened and rubber non-slip pads in good condition			
Uneven Parallel Bars/High Bar/Parallel Bars			
• floor hooks in good condition			
• no "S" hooks			
• if quick-links are used, must be fully threaded			
• no exposed frayed cables			
• turnbuckle hoods functional and fully threaded			
• tension on cables fully seated in post hooks			
• loops on cables checked for wear			
• bases flat on floor, centered between floor hooks			
• posts perpendicular to floor when viewed from front/back			
• posts in alignment when viewed from side			

Item	<i>Meets Safe Guidelines</i>		<i>Comments/Follow-up Action</i>
	<i>Yes</i>	<i>No</i>	
• height-adjust locking pins fully inserted			
• wood/fibreglass rails have no cracks, splinters, or caked-on chalk			
• steel rail is straight			
• floor between stands and landing mats padded			
Vault and Box Horse			
• pad and cover free from tears and wearing			
• sufficient padding to absorb impact			
• horse is stable, level, and at right angles to runway			
• inner posts solid (box horse)			
• if using a pommel horse for vaulting, pommels removed and points of attachment padded and covered			
• height-adjustment mechanism in good condition			
• unobstructed, non-slip approach			
• free of cracks and splinters			
• nuts, bolts, and screws tight			
Mats (e.g., gymnastics, wrestling)			
• covers free of tears and wearing			
• foam in good condition			
• Velcro fasteners functional			
High Jump			
• standards, base, attachments, and uprights in good condition			
• portable pit cover free of tears			
• portable pit foam in good condition			
• bamboo and fibreglass crossbars taped and free of cracks and splinters			

Appendix J-2

Sample Safety Checklist - Gymnasium Equipment

Physical Education Safety Guidelines
Interschool

Item	Meets Safe Guidelines		Comments/Follow-up Action
	Yes	No	
Hoops			
• free of cracks and bends			
Permanent Climbing Walls			
• inspect all climbing elements (e.g., ropes, zip lines, harnesses, carabiners, helmets and ladders)			
Pool Equipment			
• reaching assists in working order			
• lane ropes in working order			
• life jackets in good condition			
• spinal board in good condition			
• ring buoy in good condition			
• starting blocks are secure when in place			
• bench tops and supports free from cracks and splinters			
• bolts and screws secure			
Scooter Boards			
• wheels secure			
• boards free of cracks and broken edges			
Softball			
• wooden and metal bats not cracked			
• good grip end to prevent slippage			
Volleyball Net			
• free of exposed wires along top and frayed wires along poles			
• free of tears and holes			
Volleyball Posts			
• hooks, pulleys, and ratchet in good condition			

Each school is to develop a procedure for regular inspection with appropriate follow-up. School Safety Committees are responsible for inspections which are to be completed annually. Physical Education Teachers may be required to assist with some areas.

Site name: _____

Inspection date: _____ Time: _____ Inspected by: _____

Item	Meets Safe Guidelines		Comments/Follow-up Action
	Yes	No	
Basketball Backstops			
• backboards in good condition			
• rims secure and straight			
• pole anchors stable, in good condition and covered			
• poles corrosion-free			
Basketball Playing Surface			
• asphalt level and free of holes and broken asphalt			
• level playing surface, good drainage			
• free of holes, ruts, trash, and animal feces			
Bee Nests			
• area is free of nests			
Benches/Bleachers			
• free of protruding nails, splinters, cracked, or rotted wood			
• anchors to ground safely covered			
Goalposts (soccer, football)			
• wooden posts free of rot, cracks, and splinters			

Appendix J-3

Sample Safety Checklist - Outside Facilities

Physical Education Safety Guidelines
Interschool

Item	Meets Safe Guidelines		Comments/Follow-up Action
	Yes	No	
• steel posts free of corrosion			
• posts secure			
Jumping Pits and Runways			
• runway level free of holes, ruts, trash, and animals feces			
• sand at appropriate level and free of rocks, glass, etc.			
• boards free of rot and splinters			
• provides safe traction			
Metal Fencing			
• clips and attachments safely secure			
• fencing tight and secure to frame			
• no holes in fence or at ground level			
• anchors to ground stable, in good condition and safely covered			
• posts corrosion-free			
Potential Hazards on School Yard (e.g., trees, exposed roots, posts, streams, and other environmental hazards)			
• hazards identified to all staff and students			
• warning signs and barriers are displayed			
Softball Playing Surface			
• level ground with good drainage			
• free of holes, ruts, trash, and animal feces			
Stairs			
• clear of obstacles			
• treads in good condition			
• railings secure			

Appendix J-3 **Sample Safety Checklist - Outside Facilities**

Item	<i>Meets Safe Guidelines</i>		<i>Comments/Follow-up Action</i>
	<i>Yes</i>	<i>No</i>	
• wooden sections free of protruding nails, cracks, or splinters			
Track			
• provides safe footing			
Walking and Playing Surfaces			
• asphalt areas level and free of holes and broken asphalt			
• grass and dirt areas free of holes and ruts			
• clear of broken glass, cans, rocks, animal feces, etc.			
• free of drainage problems			
• clear of trip hazards (e.g., exposed footings, roots, or other environmental obstacles)			

Appendix K

Athletic Director/Coaching Expectations

Physical Education Safety Guidelines
Interschool

Coaches are required to do the following:

- Distribute, collect, file, and maintain Interschool Athletic Participation Form for each student who is trying out for the team (see Appendix A).
- Be aware of the school/Athletic Association's coaching philosophy, playing regulations, and by-laws.
- Be aware of and implement the Board's transportation policy, risk management policy the school's academic policy, code of conduct, and emergency action plan.
- Distribute, collect, and file a Request to Resume Athletic Play form from any athlete who has required medical attention (see Appendices B-1 or B-2).
- Determine that a first aid kit is fully stocked and accessible; order any first aid supplies that are needed.
- Follow policies and procedures related to universal precautions with bodily fluids (see Appendix O).
- Follow proper training procedures for strenuous outdoor sports.
- Determine that the number and location of spectators do not present a safety concern.
- Encourage all student athletes to have increased accident insurance.
- Inform parents of game schedules and means of transportation.
- Implement corrective measure to help prevent the reoccurrence of an injury.
- Inspect equipment and facility to determine it is safe for use.
- Determine that all equipment whether school provided or not, meets safety regulations (e.g., football helmets, hockey throat protectors).
- Inform athletes they are not to share water bottles.
- Implement guidelines related to wearing of jewellery.
- Determine that a means of communication is available at all competitions (e.g., phone).
- Inform appropriate authorities when playing field conditions present a risk to safety.
- Teach skills in proper progression.
- Outline the inherent risks in the activity to athletes; demonstrate how to minimize the risks; set procedures and rules for safe participation.
- Teach and enforce the rules of the sport.
- Make athletes aware that they are not to use the facility without proper supervision in place.
- Sanction students for unsafe play.
- Address the supervision of spectators.
- Review sport guidelines and attend coaches meetings.

In addition, an outside coach must complete an application form (see Appendix M) and be interviewed.

Schools are encouraged to consider the following prior to engaging the services of a non-teacher coach:

- applicant completes an application form (see Appendix M)
- applicant supplies two references
- applicant demonstrates coaching expertise. For higher risk sports, this may be derived from one of the following:
 - NCCP Level One Technical in the sport
 - attendance at a relevant clinic or workshop within the past three years
 - past experience as a competitor or coach in that sport in the last 10 years
- applicant presents a criminal record check
- applicant agrees to a process for monitoring of his/her coaching activities (e.g., seasonal review)
- applicant agrees to a process for resolving issues accompanied by appropriate disciplinary action by the school
- applicant agrees to abide by all relevant policies and procedures
- applicant undergoes an orientation session, with the school principal or designate, to:
 - review coaching philosophy of school
 - review relevant sections of Physical Education Safety Guidelines
 - outline school policies with respect to academic eligibility
 - highlight PEISAA Coaching Conduct and Athlete Code of Behaviour
 - detail PEISAA Transfer and Eligibility Policies
 - review school disciplinary policies
 - clarify school policies with respect to supervision and travel
- applicant agrees to attend a pre-season coaches' meeting of school and/or association coaches, if requested
- applicant agrees to communicate regularly with designated supervisor (e.g., coach liaison)

Appendix M

Sample Volunteer Coaching Application Form

Physical Education Safety Guidelines
Interschool

The following form can be used when interviewing a potential coach in any one of the following situations:

- The applicant is not an administrator or someone with teaching certification.
- The person's philosophy and/or expertise is unknown.
- The position to be filled is one of head coach or the person would be asked to coach by himself/herself.
- The person would be coaching a higher-risk sport.
- The principal or designate decides to formally interview for other reasons.

Please record pertinent information on this form and keep on file. Interviewers are encouraged to include additional questions which would be relevant to their schools.

Candidate:

Name:

Address:

Phone (home): (work):

E-mail or Fax:

Health Card Number (optional):

School:

Principal/Designate:

Team in Question:

Higher Risk Sport Y__ N__

1. Please describe your previous coaching experience in _____ (specific sport), as well as experience in any other sport. Include number of years you have coached, age range of players, competitive nature of league, and any other details you think are pertinent.

2. Describe current certification(s) and/or qualification(s) you hold which would be relevant to coaching.

3. Describe other coaching development sessions/clinics which have helped you learn more about coaching the sport.

4. What are three primary goals that you are trying to achieve as a coach?

5. Do you understand/support the principles of the "fair play" philosophy in athletics? Y__ N__

6. Explain how you would apply these principles to your coaching role.

7. How would you set standards of behaviour for the players you coach?

8. Please list two references associated with previous coaching experience.

<i>Name (not a relative)</i>	<i>Position</i>	<i>Phone Number</i>

This information is collected pursuant to the (Name of School Board's) role as employer as set out in the Education Act. The information is collected for employment and human resource-planning purposes and is within the guidelines set out in the Municipal Freedom of Information and Protection of Privacy Act, 1989. References listed on this form will be contacted for information with respect to your suitability as a volunteer coach of (Name of School Board's) student athletes.

Signature of Applicant: _____ Date: _____

Signature of Principal/Designate: _____ Date: _____

Office Use Only

References received: Y ___ N ___

by signature of Principal/Designate: _____

Criminal record check received Y ___ N ___

by signature of Principal/Designate: _____

Application Accepted Y ___ N ___

Orientation session completed: Y ___ N ___

Signature of Principal/Designate: _____ Date: ___ / ___

Appendix N

Rules of Behaviour for Participants to PEISAA Championships

Physical Education Safety Guidelines
Interschool

Any PEISAA Championship must attempt to achieve a standard of organizational and educational excellence which will serve to place it beyond reproach in either area.

A student athlete jointly represents both school and association when attending a PEISAA championship. This consequently confers a responsibility upon him/her during the time of absence from school. This responsibility assumes greater meaning when individual teacher-coaches instruct their competitors in the degree of importance attached to it. The following principles and rules will therefore apply to all PEISAA Championships, and are in addition to the PEISAA bylaws and sport specific regulations.

- The teacher-coach must prepare participants with regard to the behaviour expected of them at the Championship.
- The teacher-coach bears the responsibility for supervising his or her athletes for the entire period during which they are absent from school or home. If the coach of a team is of the opposite sex, a suitable adult chaperone, as approved by the principal of the school, must be present and on-site for the duration of the Championships.
- The consumption of any alcoholic beverages by student participants during any PEISAA sanctioned event is expressly forbidden. Up to and including 18 years of age, drinking is illegal, plain and simple. Although 19-year-olds have the legal right to drink, they have, in view of the circumstances, the responsibility of abstaining – a responsibility which, in value, far outweighs any immediate gain that an individual might perceive as accruing to himself or herself as a result of exercising this right.
- The use of drugs, other than medication prescribed by a medical doctor for a specific student athlete, are expressly forbidden.
- Energy drinks, such as Red Bull, Rock Star, Full Throttle, etc., are prohibited from being on school board property.
- All participants will conduct themselves in a manner becoming representatives of their school, and the PEISAA while attending a Provincial Championship. Attention must be paid to:
 - Respect for others - all participants have the right to freedom from harassment (as defined by the Canadian Human Rights Commission), equal treatment without discrimination based on race, place of origin, colour, ethnic origin, creed, physical or mental ability, sexual orientation, or sex;
 - Respect for property;
 - Conduct;
 - Language;
 - Dress.
- Student-athletes are expected to observe any curfew imposed by their school or the PEISAA meet manager at the Championship.
- All schools entering a Provincial Championship shall acknowledge responsibility for making restitution for damage resulting from misconduct of their participants.

Procedure

Actions contrary to these rules shall be referred to the Discipline Committee, which shall investigate the matter and decide on the penalty, if any, to be assessed. A report of the matter in question, and penalty, if any imposed, shall be sent to the principal of the school and the appropriate association representative. The report will also be forwarded to the School Board where further action may be taken and/or penalties imposed.

- Use impermeable gloves if blood, or bodily fluids containing visible blood, are anticipated.
- Stop the bleeding, cover the wound and change the student's clothing if contaminated with excessive amounts of blood.
- Follow accepted guidelines for control of bleeding and for any bodily fluids containing blood (Sport specific guidelines).
- Wash hands and other affected skin areas after contact with blood.
- Clean any surfaces or equipment with appropriate disinfectant.
- Clean clothes or skin with soap and water or an appropriate antiseptic.
- Use proper disposal procedures for contaminated clothing and equipment.
- Use a ventilation device for emergency resuscitation.
- Avoid direct contact with student if you have an open skin condition.

Appendix P

Water Safety

Physical Education Safety Guidelines
Interschool

The following describes the Lifesaving Society's Swim to Survive® Standard. More information about the program and other water safety considerations (such as lifeguarding) is available at www.lifesaving.org.

Instructional Considerations:

- Students participating in water activities conducted in water deeper than chest height should meet the Swim to Survive® Standard.
- Students who cannot meet the Swim to Survive® Standard can still participate in deep water activities as long as they are wearing a properly fitted lifejacket or PFD.
- Prior to participating in boating activities, students should demonstrate the three skills involved in the Swim to Survive® Standard is a sequence of three skills:

Swim to Survive® Standard:

The Swim to Survive® Standard is a simple, straightforward and focused national standard that defines the minimum swimming skills needed to survive an unexpected fall into deep water. The Swim to Survive® Standard is a sequence of three skills:

Swim to Survive® Standard = ROLL into deep water + TREAD water (1 min.) + SWIM 50m

Task	Essential skill & rationale
Roll into water Minimum safe depth for teaching in 2.5m or 8ft. 4 inches.	Orient oneself at the surface after an unexpected entry. A fall into water is distorting and a threat to normal respiration.
Tread water for 1 minute	Support oneself at the surface. Canadian waters are generally cold enough year-round to trigger a gasping reflex on unexpected immersion. The ability to tread water allows you to protect your airway while regaining control of your breathing.
Swim 50 metres	Swim to safety. Lifesaving Society research shows most drownings occur within 3 to 15 metres of safety (dock, shoreline, pool edge). Because your ability may be impaired by cold water, clothing, etc., we use a 50m distance as a reasonable standard.