

Dear Teachers,

We're excited to host your class at the nordic center again this year! We're looking forward to fun, snow-filled days cross-country skiing and snowshoeing with your students. To best help you prepare, we've outlined some new processes in this letter. We've also provided information for you to share with parent chaperones. We hope this info will help make our day together run as smooth as possible!

Program Payment

In order to streamline logistics, we will invoice your school to collect payment after the program. The invoice can be paid with a check or credit card. We will only invoice you for students who attend the program (so if a student is sick and does not attend, you will not be charged).

Teacher/Parent Expectations

At least 2 adults should accompany each group each day. This can be teachers, parents, or a combo of both. Adults accompanying skiers do not need to know how to ski, they can walk along.

This adult need to:

- snowshoe or ski with the kids
- help hand out/ put away gear
- help students put on gear
- pick kids up when they fall/otherwise wrangle them on the trail
- help quiet them down so the lesson can continue
- help manage behavior issues – this is super important since we only have one staff/class and limited time

As many of you know, it is a giant undertaking to get the kids on the snow and moving along. We rely heavily on teachers and parents to make each day successful and appreciate all the help you all provide!

To best prepare your parent chaperones for the day, please let them know:

- They cannot bring along other children
- If they want to help the ski group, **they need to have ski experience or they will need to be on foot walking along with the group.**
- If they want to help the snowshoe group, they do not need to have snowshoe experience. Snowshoeing is easy to pickup quickly.
- The adults need to come dressed to spend the day outside in snow in layers (like the kids) and have snow boots, and be in the elements all day.
- There will **not be** a \$10 fee for the chaperones.
- Chaperones will be expected to be fully present with the children during the entire outing – no smoking, alcohol, or drugs.

Thanks,

Outdoor Recreation Staff

Please see reverse side for more detailed info for the day!

Outline for the day & teacher/parent expectations

The outline below provides an approximate overview of the day.

Both classes

- Arrive at nordic center, walk to yurt
 - Teachers drop packets at A-Frame
 - Parents accompany students to yurt
- Once in yurt, put all backpacks in cubbies and seat students at picnic tables

Snowshoers

- Staff will join you in yurt and do intro talk
- Staff will instruct 4th graders to get hats, gloves, and put a snack in pocket and line up at door
 - Parents should check each student as they walk out the door for those items
- Parents/teachers should help the group form a circle in the flat area near the AFrame
 - Great time for potty break before they line up
- Staff will bring out snowshoes and hand them to the students
- Staff will demonstrate how to put on the snowshoes
- Chaperones should then assist students with putting on their snowshoes
- On trail, one chaperone should always be in the back and the others should be mixed amongst the group. Please do not form a clump of chaperones at the end of the line
- At end of day staff will need help putting equipment away and loading the buildings with firewood

Skiers

- After snowshoers depart yurt, staff will give intro talk to 5th graders
 - Overview of equipment
- Chaperones assist students with getting the right size boot and putting them on correctly
- Students should gather hats & gloves and line up at door
 - Parents should check for items
- Staff lead group to AFrame where students should line up shortest to tallest
- Staff will issue equipment as the students walk through the AFrame
- Parents/Teachers should meet students at the backdoor of the AFrame and lead them to the area between the bathrooms and yurt
- Parents/Teachers will help the students form a giant circle – **THEY SHOULD NOT PUT ON SKIS YET**
- Once staff join circle, they will instruct group in how to put on skis
 - Parents/Teachers should help students put on skis
- Lesson begins – Parents/Teachers should help keep and orderly outdoor classroom
- At least one Parent/Teacher should remain with the group all day
- At end of day staff will need help putting equipment away and loading the buildings with firewood

Payment Info – complete day of program when numbers are confirmed, detach this section, and give to Outdoor Rec staff along with your students' waivers

School Name: _____

Program Date: _____

of snowshoers: _____

of skiers: _____

Please let your finance office know to expect an invoice 1-2 weeks after your program from the City of Pocatello.