



SECTION:	General School Administration	APPROVAL DATE:
SUBSECTION:	School Building Administration	February 4, 2002
POLICY NAME:	Outdoor Activities: Curricular, Intramural, Interschool	LAST REVISED:
POLICY NUMBER:	R.GSA.E.19	February 4, 2002

1. GENERAL

- 1.1 Curricular (classroom), intramural and interschool outdoor educational activities are covered in this regulation. Certain other water-related activities are addressed in Recreational Activities Involving Water (GSA.E.20).
- 1.2 In outdoor activities attention must be given to the health and safety of students, staff, supervisors, and volunteers.
- 1.3 The Director of Education may approve:
 - a) activities where any variance from the guideline criteria is requested or
 - b) activities not covered in this policy and regulation.
- 1.4 The foundation document for the physical education components of this regulation is "Physical Education: Ontario Safety Guidelines", a publication produced by the Ontario Physical and Health Education Association (OPHEA) in partnership with the Ontario School Boards' Insurance Exchange (OSBIE), the Ontario Association for the Supervision of Physical and Health Education (OASPHE), the Canadian Intramural Recreation Association - Ontario (CIRA) and the Ontario Federation of School Athletic Associations (OFSAA).
- 1.5 Outdoor activities in curriculum areas other than physical education are also covered in this policy. The safety guidelines in this policy must be followed for these activities.
- 1.6 All curricular, intramural and interschool outdoor educational activities which the Board offers including those done by contract at off-school sites (eg. snowshoeing at Guelph Lake Nature Centre), must be offered in accordance with Board policy and regulation and where applicable "Physical Education: Ontario Safety Guidelines."
- 1.7 Some activities may not be appropriate for all students.
- 1.8 Activities must conform with other relevant Board policies including Day Field Trips (GSA.E.8), Overnight Field Trips (GSA.E.1), Pupil Transportation (BSS.E.1), and Volunteers in Schools (GSA.E.9).
- 1.9 In the circumstance where standards between policies vary (eg. pupil teach ratios), the more stringent standard is to be followed.

2. RESPONSIBILITIES

- 2.1 The principal must retain a current copy of "Physical Education: Ontario Safety Guidelines" and make this document available for use by staff.
- 2.2 The Principal must ensure that criteria established for each activity are met, including the preparation of an Emergency Response Plan and risk management assessment.

2.3 In accordance with Board’s Mission Statement and Governing Values the principal must ensure that supports are in place to allow all students to participate in the activities, provided the principal determines that the activity is appropriate for the student.

3. PERMISSION FORMS

- 3.1 The Wellington Catholic District School Board Permission Form with Informed Consent for Education Trips must be read and signed by the parent or guardian of the participating student, and by the student. (See Appendix A1)
- 3.2 In addition to the Permission Form with Informed Consent, the Wellington Catholic District School Board Release and Indemnification Form for Educational Trips must be read and signed by participants 18 years of age or older (See Appendix A2) and volunteer supervisors. (See Appendix A3)

4. GUIDELINES FOR ACTIVITIES COVERED IN “PHYSICAL EDUCATION: ONTARIO SAFETY GUIDELINES”

- 4.1 The Physical Education: Ontario Safety Guidelines consists of two major segments; one for physical education activities at the elementary school level, the other for physical education activities at the secondary school level.
- 4.2 Elementary and secondary curricular, intramural and interschool activities noted in this regulation receive one of three classifications:
 - a) recommended
 - b) not recommended (written permission from the Director is required if the activity is to be conducted.)
 - c) not appropriateThese classifications are to be observed.
- 4.3 Generic safety standards and specific safety standards are provided for recommended activities. The generic standards differ for activities at the elementary level and activities at the secondary level. The appropriate generic and specific standards are to be followed.
- 4.4 Outdoor activities covered in the Physical Education; Ontario Safety Guidelines are listed in the appendices. (See Appendix B1: Elementary and Appendix B2: Secondary)
- 4.5 Should an interschool activity be categorized as higher risk in the Physical Education: Ontario Safety Guidelines a risk management assessment needs to be undertaken. (See Appendix B1 Elementary Interschool Activities and Appendix B2 Secondary Interschool Activities)
- 4.6 The risk management assessment must address the following:
 - a) identification of hazardous situations or activities
 - b) identification of risk management techniques
 - c) implementation of techniques
 - d) monitoring of results

5. WCDSB GUIDELINES FOR ACTIVITIES NOT INCLUDED IN THE “PHYSICAL EDUCATION: ONTARIO SAFETY GUIDELINES”

- 5.1 Guidelines for the following outdoor activities are listed in the Appendix:
 - C1 - Dragon Boats
 - C2 - Spelunking
 - C3 - Wading
 - C4 - Water Study: Ice
 - C5 - Water Study: River/Pond/Wetland
- 5.2 The specific safety guidelines for each activity must be followed.