

The River East Transcona School Division recognizes the importance of risk management in promoting safe participation in physical activities. It is also recognized that the responsibility for the care and safety of students in the out-of-class delivery for grades 9 to 12 physical education/health education is shared by the home, school and community.

RATIONALE

As part of the grade 9 to 12 physical education/health education courses, students may participate in out-of-class physical activities to fulfill the practical requirements for these courses. Students may choose among a variety of out-of-class physical activities from the *Eligible Physical Activities Inventory*, the Department of Education Out-of-Class Safety Handbook, A Resource for Grades 9 to 12 Physical Education/Health Education, (Out-of-Class Safety Handbook) and approved by River East Transcona School Division (Exhibit IJFA-E5). These activities include:

Out-of-Class School-Based Activities:

Physical and recreational activities that are done outside the classroom setting and are directly supervised by divisional teachers and administrators. Examples include intramurals, interscholastic, and physical education field trips.

Out-of-Class Non-School-Based Activities:

Physical and recreational activities that are operated by organizations other than the division and/or self-managed programs initiated by the student. Examples include Hockey Manitoba, Winnipeg Minor Hockey Association, Football Manitoba, Dance, YMCA, City of Winnipeg, Manitoba Volleyball Association, Manitoba Basketball Association and Sport Manitoba; or yard work, walking to school, or exercising at home.

Although there are inherent risks to all physical activities, the division believes these risks can be significantly reduced when participants receive appropriate instruction and/or supervision and participate in an environment where rules and routines governing safety are taught and enforced. It is primarily the Board of Trustees of the River East Transcona School Division and divisional employees that manage risks and safety for school-based activities for the out-of-class programming. For non-school-based activities, safety and risk are managed independently from the school by students, parents, and/or organizations.

The division encourages and supports students in participating in out-of-class school-based and non-school-based activities provided that:

- the learning experiences are an integral part of the instructional program;
- informed consent and declaration forms have been signed by both the parent(s)/guardian(s) and student;
- they are eligible activities that are approved by the board of trustees (Exhibit IJFA-E5 – Eligible Physical Activity Inventory) as set out in the *Out-of-Class Safety Handbook*;
- Student Activity Plans must comply with risk management policy procedures set out in Policy IJOA – Out-of-School Education.

RISK FACTOR RATING SCALE

RFR	Level of safety concerns; recommended instruction and supervision.	Examples:
1	There are few safety concerns for this physical activity; little or no qualified instruction or adult supervision required.	Walking Stretching
2	There are some safety concerns for this physical activity; qualified instruction is recommended; little or no adult supervision is required.	Racquetball Ice Skating
3	There are several safety concerns for this physical activity; qualified instruction is required; adult supervision is recommended.	Snowboarding Field Hockey
4	There is a high level of safety concerns for this physical activity; qualified instruction and adult supervision is required.	Swimming Karate

IMPLEMENTATION GUIDELINES

- (1) Schools will provide students and parent(s)/guardian(s) with the safety information associated with each student’s chosen physical activities for the out-of-class component of grades 9 to 12 physical education/health education as contained in the *Out-of-Class Safety Handbook*.
- (2) Unless otherwise prohibited by the board of trustees, physical activities chosen for the out-of-class component of physical education/health education courses must be selected from the division’s Eligible Physical Activities Inventory (Exhibit IJFA-E5). Any activities not included and dissimilar from any in this activity list are required to be approved by the physical education/health education teacher. If the activity is considered high risk (Risk Factor Rating of 4 according to the *Out-of-Class Safety*

- Handbook*) the activities must be approved by the board of trustees. Recommended safety guidelines for these additional new activities must be developed by the student and parent(s)/guardian(s) for divisional approval.
- (3) The physical education/health education teacher will guide the student in developing a Personal Physical Activity Plan for the out-of-class component, and will sign the plan as an indication to the student and parent(s)/guardian(s) that it has been accepted.
 - (4) The parent(s)/guardian(s) and student (or only the student if 18 years and older) will sign off on the plan via the Parent(s)/Guardian(s) Declaration and Consent & Student Declaration Form IJFA-E1(or Student Declaration Form for students 18 years and older IJFA-E2), giving the parent(s)/guardian(s) consent to the student's choice of activities indicated in his or her Personal Physical Activity Plan, acknowledging receipt of the recommended safety guidelines for these activities, and accepting responsibility for monitoring the student's safety in out-of-class activities.
 - (5) The student must submit the signed parent(s)/guardian(s) or student declaration/consent form to the physical education/health education teacher before hours can be recorded for their physical activity practicum
 - (6) If the student chooses other physical activities that are not part of the original Personal Physical Activity Plan for the out-of-class component of this course, the student must have these additional new physical activities accepted by the physical education/health education teacher, obtain the recommended safety guidelines for these new additional physical activities, and receive the parent(s)/guardian(s) consent (students under 18 years) via the Parent(s)/Guardian(s) Declaration and Consent & Student Declaration Form Additional New Activities IJFA-E3 (students 18 years or older must complete the Student Declaration Form Additional New Activities IJFA-E4) before hours can be recorded for their Physical Activity Practicum.
 - (7) The physical education/health education teacher will be assigned time to meet with the student for managing and evaluating progress for the out-of-class component of the course.
 - (8) When students participate in non-school-based activities, school division personnel will not inspect the facilities or equipment to be used by students, nor will school personnel be present or in any way involved in supervising students, nor will they be available to ensure students receive appropriate instruction.
 - (9) The parent(s)/guardian(s) or student 18 years and older will be responsible for ensuring that the facilities, equipment, and the level of instruction and/or supervision for the non-school-based physical activities, which the student has chosen for the out-of-class component of the physical education/health education course, meet the appropriate safety standards recommended in the *Out-of-Class Safety Handbook*. If the parent(s)/guardian(s) (or student 18 years and older) does not consent to this responsibility, the student will be responsible for completing the requirements for the out-of-class component through participation in school-based activities (interscholastic sports, intramurals etc.).

(10) For all school-based physical activities, the division will ensure that facilities, equipment, and the level of instruction and/or supervision meet the safety standards recommended in the most current/updated versions and inserts of the following publications:

- a) Department of Education document *Out-of-Class Safety Handbook*
- b) *Safety Guidelines Physical Activity in Manitoba Schools*, Manitoba School Boards Association
- b) *Youth Safe Manitoba: Field Trip Safety for Schools, 2004*;
- c) *Swim Safe Programs: A Reference Guide for Schools*, Manitoba School Boards Association;

and in accordance with the guidelines outlined in Policy IJOA – Out-of-School Education.

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Legal/Cross Reference:

IJOA – Out of School Education; Safety Guidelines for Physical Activity in Manitoba Schools, MSBA; Youth Safe Manitoba: Field Trip Safety for Schools (2004); Swim Safe Programs: A reference Guide for Schools, MSBA; Out-Of-Class Safety Handbook, A Resource Guide for Grades 9 to 12 Physical Education/Health Education, Manitoba Education, Citizenship and Youth 2008