

# Teacher/Coordinator Guide

## PE Program 2023-24



### **Four Weeks Before Your Trip:**

Send a Yellow Card AND Student Info Sheet home with each student. **EVERY** participating PE program student **MUST** have a yellow card filled out and signed by a parent/guardian. Even if they are **NOT** renting equipment the card serves as a liability release for lessons & lift tickets.

DO NOT GIVE YELLOW CARDS to any adults (Chaperones/Teachers). They will receive standard rental forms here at Showdown to be filled out after all students have made it to their lessons.

### COLLECTION: Yellow Cards & Money

Please verify all info has been filled in and that they've been signed in **TWO PLACES** by Parent/Guardian. We take one payment from your school for the trip.

**NEW!** There will be a 3% transaction fee on all credit card payments this year. Please keep this in mind.

### EAGLE MOUNT

- If you think any of your students would benefit from Eagle Mounts adaptive services please contact Eagle Mount at [joe.eaglemountgf@gmail.com](mailto:joe.eaglemountgf@gmail.com), call 406.454.1449, or visit [www.eaglemount.net](http://www.eaglemount.net).
- Eagle Mount should be contacted a month before your scheduled trip. Services are provided upon availability of volunteers.
- Eagle Mount only helps participants from 10 am to 12 pm during the lesson portion of the day. Afterwards students will need to be assisted by a teacher or chaperone from your school.

Complete the **REGISTRATION FORM** provided to you by Showdown. Email a copy to [peprogram@showdownmontana.com](mailto:peprogram@showdownmontana.com)

MAIL TO **ARRIVE** AT SHOWDOWN AT LEAST **2 WEEKS** PRIOR TO YOUR PE DAY:

Completed Registration List

All Yellow Cards

-If a few students cards are late we would greatly prefer to have a majority of the cards on time.

Late students can be mailed in separately, or brought to Showdown and set up the day of the trip.

**NEW!** Any student on the registration sheet at the 2 weeks out point who does not attend the trip will be charged a \$5 cancellation fee. If you turn this sheet in earlier than 2 weeks out students can be crossed off with no penalty until the 2 weeks mark.

### **The Week of Your Trip:**

Talk to your students about their PE Day. Prepare them for the day's schedule, what to wear, lunch plans, etc. All this information is found in the *Student Info Beginner's Guide*.

If the number of participants for your trip changes please email [peprogram@showdownmontana.com](mailto:peprogram@showdownmontana.com) the names of the students canceling from the registration list. This helps us prepare & provide openings for schools on a waiting list.

\*\*Please don't send a new registration list. We will cross them off our current copy.

## **The Day of Your Trip:**

Arrive NO LATER than 9:30 A.M. If you are bringing a larger group plan to arrive earlier. If your arrival is delayed PLEASE LET US KNOW AS SOON AS POSSIBLE.

Upon arrival the TEACHER/COORDINATORS first stop will be to go to ShedQuarters to Check in with Hannah Patrick.

Hannah in ShedQuarters and/or a Ski School representative on the deck or right inside of the main double doors will direct you where to go inside the Lodge to gather and be addressed.

### **Additional Notes:**

- Be sure that Teachers and Chaperones help the students get their equipment on and out to the lesson meeting area.
  - **CHAPERONES/TEACHERS WILL NOT BE GIVEN THEIR LIFT TICKETS OR RENTALS UNTIL ALL STUDENTS ARE APPROPRIATELY EQUIPPED AND READY FOR THEIR LESSONS.**
  - **Chaperone and Teacher tickets will be given to ONE teacher. That teacher will distribute the tickets to all teachers and chaperones.**
- If any students are unexpectedly absent, please return their yellow cards AND unused tickets to ShedQuarters. Do NOT throw them away. We need them for our records, to help us rectify who did or did not attend the PE Day.
- Students with Showdown Montana Season Passes:
  - If any of your students are Showdown Season Passholders, we strongly encourage you to require them to participate in the PE Program under the same rules as everyone else. The point of the PE Program is to provide lessons based on students ability. Any skier or snowboarder can become a better skier or snowboarder & that is the point of this education. We have lessons for all skill levels.
  - **The fee for the PE Program covers the lesson only. The lift ticket and rental equipment are included at no charge to the student, so regardless of whether they have their own equipment or a season pass, the fee is the same.**
- Students will not be allowed to switch from one discipline to another (snowboarding to skiing, skiing to snowboarding) until lessons have ended. After lessons are finished, if a student decides to switch disciplines, there will be a \$17 charge.
- **Inappropriate Behavior:**
  - Any student, teacher, or chaperone who behaves inappropriately while at Showdown Montana will have their lift ticket voided and will be asked to immediately return their rental equipment. No refund will be issued.
  - Inappropriate behavior includes, but is not limited to:
    - Offensive language, belligerent or destructive behavior, disregard for area rules or authority, jumping from a chairlift, or theft.
    - Meagher County authorities will be contacted when appropriate.

### **REGARDING FOOD:**

- No outside lunches, crockpots/instant pots/rice cookers/etc. will be permitted in the lodge.
- Showdown's \$10.00 PE Student Lunch Program includes:
  - Choice of hamburger/cheeseburger, chicken strips, hot dog, or mac & cheese
  - French fries
  - Brownie or cookie
  - Small drink of choice
- NO CHILD will be turned away because of a lack of ability to pay. Please communicate with Hannah regarding scholarship lunches.
- If the school is covering the cost of lunch, vouchers should be issued by the schools and collected at the kitchen checkout. The school and Showdown will settle lunches later in the day.

**Questions? Please call me at 406.236.5522 or email [peprogram@showdownmontana.com](mailto:peprogram@showdownmontana.com)  
Hannah Patrick, PE Program Coordinator**