2027 After-School Ski / Snowboard Program

PARENT HANDBOOK

Thompson Brook School	**Avon Middle School**
Tuesdays	Thursdays
January 5 – February 2	January 7 – February 4
2:45 pm - 7:45 pm	**2:15 pm - 7:45 pm**

For questions:
Contact the Recreation Office at 860-409-4332 or avonrec@avonct.gov

BE PREPARED!

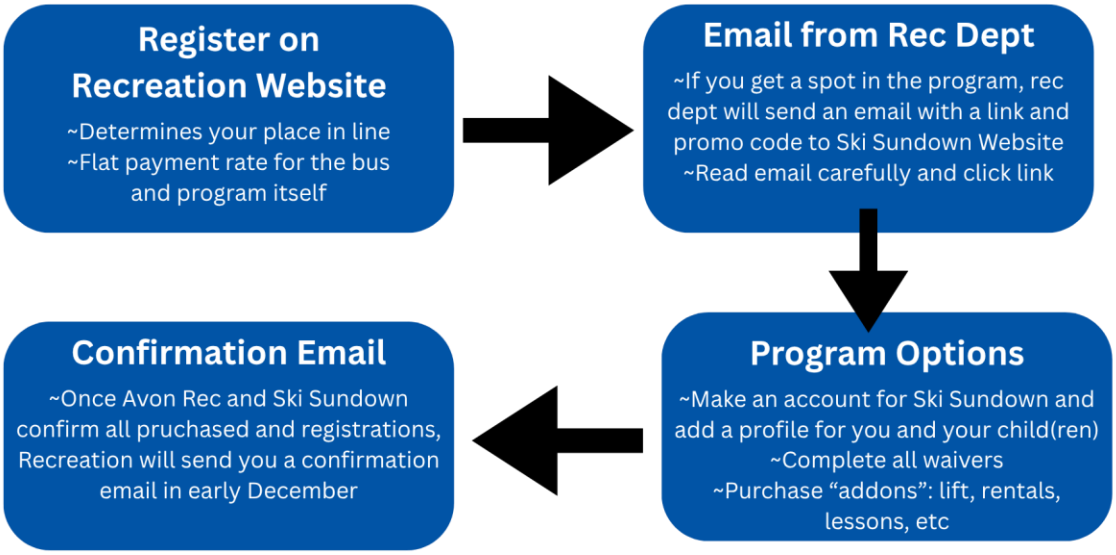
Pre-Program To-Do List:

- ☐ **Review Registration Checklist on page 2**
- ☐ **Read the entirety of this handbook**
- ☐ **Attend the mandatory meeting on December 9th at 6pm on Zoom**
- ☐ **Make sure you have all the required equipment/clothing (see daily packing list below)**
- ☐ **If using your own equipment, have a ski shop perform a binding safety check and wax/tune equipment**
- ☐ **Label all equipment with the participant's name, phone number, and group name: "Avon Recreation". Use a unique duct tape or symbol so you can distinguish what equipment is yours.**
- ☐ **Purchase a Visa gift card or Ski Sundown gift card (online) for participants to buy dinner**

DAILY PACKING LIST

- ☐ Watch
- ☐ Waterproof gloves/mittens (2 PAIRS)
- ☐ Snow jacket
- ☐ Snow pants
- ☐ Ski/Snowboard socks
- ☐ Neck warmer or face mask
- ☐ Goggles
- ☐ Helmet (Ski Sundown rental package does not include a helmet)
- ☐ Ski/Snowboard boots
- ☐ Skis/poles or Snowboard
- ☐ Retention strap (snowboarders only)
- ☐ Seasons pass (if applicable)
- ☐ Packed dinner or gift card to purchase dinner
- ☐ Snacks
- ☐ Filled reusable water bottle
- ☐ Long johns
- ☐ Extra layers
- ☐ Hand warmers

*All items above are required for participation
*Note: it is at least 10-20 degrees colder at Ski Sundown than in Avon. Chaperones have the right to prohibit participation for anyone who is not properly dressed for the weather
*Jeans, knit mittens, and scarfs are NOT safe or appropriate to wear for this program



REGISTRATION CHECKLIST

Please read through this checklist carefully. Ski Sundown has moved to an online registration system, which simplifies the process to register for Ski Club, but does change it considerably.

PARTICIPANT REGISTRATION CHECKLIST

- ☐ Ensure your Avon Recreation MyRec account is up to date and active - **HERE**
- ☐ Read through the entirety of the **After School Ski/Snowboard Program Parent Handbook**
- ☐ Consider being a **volunteer chaperone** (next page)
- ☐ **Register** your child for bus/club portion of Ski/Snowboard Program on Avon Recreation's website. *This step determines your place in line for the program.*

The following steps should be given direct attention.
They must be completed to be fully registered.

- ☐ Wait for an email from Avon Recreation that includes a link and a promo code, then register and pay for the program option of choice (lift, lesson, rental, etc).
  ~This step requires a profile to be made on Ski Sundown's website. DO NOT SHARE THIS LINK OR PROMO CODE.
  ~This profile is different from your MyRec account with Avon Recreation.
  ~If you have multiple children participating, DO THE REGISTRATIONS FULLY SEPARATE! This is extremely important for logistics on Ski Sundown's end, and it ensures program discounts are applied.
  ~The link and promo code that you receive is specific to your school and package.
  Avon Recreation is not responsible for any late charges that are applied on Ski Sundowns package portion.
  ~Ski Sundown should be contacted for questions with their website: (860) 379-7669
- ☐ A complete confirmation email will be sent out in early December from Avon Recreation

Additionally, Please Do and Review…

- Label all your child's equipment. Duct tape and black marker works very well
- View the Know the Code Video
- Smith Helmet, Goggles, and Lock - Ski Sundown Offer
- Ski Sundown Safety Guidelines and Helpful Information Reference

CHAPERONE CHECKLIST

VOLUNTEER CHAPERONE CHECKLIST

Follow the steps below to become a chaperone for the Ski Club.

- ☐ Review the **HELPFUL INFORMATION** below to gauge your interest in being a chaperone
- ☐ Complete the Volunteer Chaperone Form upon registering your child for the program
- ☐ The Recreation Dept will reach out with a Google Form to confirm your availability in late October.
- ☐ Complete the **SKI SUNDOWN GROUP CHAPERONE INFORMATION AND PROGRAM AGREEMENT**. The department will send this to you after confirming availability. Create, or make sure you have a Ski Sundown account - **SKI SUNDOWN LOGIN**
- ☐ Wait for an email from lkiesewetter@avonct.gov to do a background check
    - *Only chaperones that have completed all these steps and are confirmed can use the free chaperone badges on the mountain and otherwise participate as a chaperone*

HELPFUL INFORMATION (Information from Ski Sundown)

- **Lodge table -** A Chaperone will be assigned to the group table in the lodge and should remain at the table at all times in the event they are needed by a participant or Ski Sundown staff. Get to know your participants. A familiar face ready to offer guidance and help is greatly appreciated.
- **Rental Shop -** A Chaperone must accompany skiers/boarders renting equipment to the Rental Shop. Lending assistance both inside and outside the shop will aid in processing the rentals for participants.
- **Lessons** - Chaperones should help get participants to the lesson meeting area 10 minutes prior to the lesson start time.
- **Cleanliness** - Chaperones should encourage participants to keep the area around the lodge table clear and clean. There is limited seating in the lodge. Personal belongings should be placed under tables, in cubbies or on hooks. Be sure tables are left clean after the visit and that all garbage is removed before you leave. Check around tables to be sure no clothing or bags are left behind. Check with Lost & Found in the Ski Shop for lost or forgotten items.
- **Lost or Forgotten Badges -** A Chaperone must accompany any participant who needs a replacement badge or lift ticket to the Welcome Center.
- **Behavior -** Chaperones should model safe responsible behavior on the slopes and in the lodge and be willing to step in and correct behavior that is not acceptable. Should any member of your group need the assistance of Ski Patrol you will be notified and advised how to proceed.
- **Chaperone Badges** - Chaperone badges are to be used by an adult (age 18+) for chaperoning purposes **only**. The chaperone badge allows you access only during your group's scheduled visit. All chaperones must complete a *Group Participant Information & Program Agreement form* before obtaining their chaperone badge.

PROGRAM INFORMATION

Parents/Guardians – please review this entire section of the manual with your child.

Chaperones

Chaperones will be stationed in the base lodge at the group table and on the mountain to assist and supervise participants. Going to the group table in the base lodge is the best place to find a chaperone if assistance is needed. Chaperones are not responsible for teaching participants how to ski or directly supervise any one participant. This is an independent program, and your child may be alone for most of the night.

Participant Expectations:

- Ski safely and independently
- Stay with your "buddy"
- Keep track of all belongings/equipment – Make sure nothing is strewn about the floor at the lodge
- Store bags under the "Avon table" or in a cubby
- Be able to put on and take off equipment without assistance
- Be able to carry equipment and boot bag without assistance
- Wear/display Go Card
- Bring your Go Card to the program each week. If it is lost/forgotten, there is a $5 replacement fee each time.
- Know and follow "The Responsibility Code" (see page 4)
- Be respectful to all Avon Recreation and Ski Sundown staff, chaperones, and participants
- Follow directions from Avon Recreation and Ski Sundown staff
- Always use appropriate and kind language
- Be on time for end of night check-in (**7pm**)
- When on the bus, do not yell, play loud music, or throw anything. You must stay seated while the bus is in motion.

3 Strike System – Avon Recreation and Parks

Our participant expectations are vital for running a safe and quality ski program. Not meeting any of the above expectations will result in a "strike". **Participants who receive 3 strikes will be removed from the program with no refund.** Depending on the severity of the behavior, the Avon Recreation and Parks Department reserves the right to dismiss a participant before 3 strikes.

All participants are expected to behave in a respectful, safe, and responsible manner. The following behaviors are not permitted and may result in disciplinary action:

- Physical aggression or contact intended to harm self or others
- Verbal threats, bullying, name-calling, or foul language
- Destruction of property
- Insubordination or repeated non-compliance with staff directions
- Leaving designated areas without permission (elopement)
- Inappropriate use of cell phones or electronic devices
- Any behavior deemed unsafe or inappropriate by staff/chaperones

Behavior incidents may be documented using a behavior report form, which will be maintained in the ski program binder. Parents/guardians will be notified and provided with a copy of any written report if applicable.

While we strive to accommodate and include all, the safety and well-being of all participants, staff, and chaperones remains our highest priority. The Avon Recreation and Parks Department reserves the right to determine on a case-by-case basis the proper course of action regarding suspension or dismissal from the program (both non-refundable). **We have a zero-tolerance policy for serious behavior infractions.**

Revocation of Privileges – Ski Sundown

Mountain Hosts and Ski Patrol are here to ensure that Ski Sundown's safety policy is followed. They may stop skiers/boarders who are skiing in such a manner as to endanger themselves or others. If deemed necessary, they can revoke or restrict a skier/boarder's skiing privileges. Any skier/boarder found drinking alcoholic beverages, stealing, possessing a controlled substance, vaping, using vulgarities, throwing food, throwing objects from the lifts, skiing or using lifts in a reckless manner, or doing anything else that in Ski Sundown management's opinion, is dangerous, disruptive, or illegal will be dismissed from the program without a refund.

Arriving at School

Skis and snowboards are not allowed on school buses. Participants who are bringing their own equipment must be driven and dropped off at school on program days or parents can drop off skis/snowboard at the school during school hours.

School Dismissal

After-school ski program participants will be dismissed over the intercom at the end of the school day (2:45pm). Participants should grab their boot bags and head straight to the small gym (AMS) or cafeteria (TBS) to begin changing. Participants will need to be organized and efficient during the changing process. **Everyone needs to be ready to go by 3:00 pm.** Please have your child wear their base layer to school so that they do not need to use a bathroom to change.

Arriving at Ski Sundown

Upon arriving at Ski Sundown, chaperones will accompany participants who are renting or taking lessons to the rental shop and/or lesson area. All other participants will head to the lodge and drop off their bags at the group table and then may begin skiing or eating a snack.

Lessons

Lessons will begin at 3:45 pm. Participants will be placed in groups according to their skill level. If a participant cannot ski/board in control or ride a chair lift, he/she will be grouped with the new skiers/boarders to review the basics. Lesson groups are arranged on the first day and participants will stay in the same group unless an instructor recommends a change. If a participant has an issue with a lesson group assignment, he/she should inform a chaperone who will speak with a snow sports school lesson supervisor prior to the start of the lesson. ***Please communicate with your child if you signed them up for a lesson so they know their schedule! We do not accompany children during their lesson. We will walk them over and then it is the child's responsibility to take their lesson.***

Renters

Rental equipment is set based on the information at checkout via Ski Sundown's website. The rental equipment is reserved for the group on its scheduled day during each week of the program. After checking in with the Rental Shop attendant, renters should locate their equipment. The group name and renter name will be on the card attached to the skis or snowboard. The renter must sign the Rental Release Card each week and turn it in at the check-out desk before leaving the Rental Shop. The renter must also check in with a rental shop attendant when returning equipment at the end of each visit. Renters can only use the equipment during the program.

Dinner
Participants may eat dinner in the lodge at any point during the program. Participants need to either bring a packed dinner, a gift card, or their loaded Go Card to purchase dinner. Please note that the lines to buy food can be very long. All participants should bring snacks and water regardless of whether they are bringing or purchasing dinner.

End of the Night Check-in
Participants are responsible for checking in at the group table **by 7:00 pm**. It is important that everyone is checked in on time so that the bus stays on schedule. **Please give your child a watch so they can keep track of the time.** Anyone who checks in later than 7:00 pm will receive a strike. *Give yourself more time than you think you need to get back to the lodge.* The last run of the night should be 6:45 pm. **If it is past 6:45 pm, do not get on the chair lift - you will be late.**

Bus
Participants cannot enter the bus before a chaperone is on. At the end of the night, participants need to check in at the group table **BEFORE** heading to the bus. If there is a reason a participant needs to go to the bus during the program, the participant needs to check in at the group table and let a chaperone know before doing so. For the Middle School, we may instruct those who are done for the night (as they finish) to head to the bus to meet a chaperone and wait for the rest of the group. This would mean they independently walk through the parking lot. Everyone MUST walk on the side of the lot behind the rope to reach the bus.
No food or drinks (except water) are allowed on the bus, and all trash needs to be disposed of in the lodge, or prior to leaving the school to get on the bus. Only food that is sealed and in backpacks for the duration of the trip to and from the mountain will be allowed. If this policy is not followed, additional cleaning fees may be charged to your account as a result of the bus company, or group leader, needing extra time to clean.

STUDENT COMMUNICATION WITH GROUP LEADER/CHAPERONES
It is the student's responsibility to communicate any general issues or problems they have while at the mountain. The group leader/volunteers have every intention to help students at any time, but they are not responsible for ensuring students eat, attend their lesson, use their rental equipment, or receive aid due to an injury that isn't seen, or blatantly obvious from an observer. Group leaders and chaperones move throughout the lodge and mountain to best help ensure these things happen, but students must advocate for themselves when they need help.

Tips for Success
- ✓ When placing your skis or snowboard on the rack, try to pick the same spot every time so it becomes routine, and you know where to look.
- ✓ If you have your own equipment, practice putting on/taking off at home to make sure you can do so without assistance.
- ✓ Label all equipment clearly to prevent items from being lost or stolen.

RESPONSIBILITY AND SAFETY

Parents – please review this section of the manual with your child.

RESPECT
- ❖ The mountain is for everyone to enjoy. Respect the mountain and those using it and always act responsibly. Be watchful and aware of others and show courtesy to them. Present a positive image for our sport.

SAFETY
- ❖ The mountain undergoes changes continuously. Take a slow and careful run to familiarize yourself with the current conditions and trails.

- Never follow anyone too closely.
- Do not stop in the middle of a trail.
- We try to provide features that accommodate different skier/boarder abilities. KNOW YOUR LIMITS.
- We DO NOT ALLOW INVERTED AERIALS at Ski Sundown.
- Be aware of your surroundings. Ski or snowboard with care.
- If you see someone get hurt, tell an adult who can help.

PROPER USE OF LIFTS

- Be familiar with the common courtesies and guidelines for using the lifts at Ski Sundown. They are for your safety and the safety of others.
- Obey all posted instructions at each lift.
- Do not use a lift until you are familiar with its operation. Watch and learn. Ask any lift employee for help.
- The area around all lift mazes is a SLOW SKIING ZONE.
- Do not stand in front of lift mazes or block the flow of traffic.
- Load and unload only at designated areas.
- Lower restraining bar immediately after loading.
- Sit quietly and do not bounce chairs, hit lift towers, or in any way abuse lift equipment.
- When unloading, make sure no loose clothing, poles or packs are caught in the lift. Move quickly away from unloading areas.
- If a lift stops, do not attempt to get off. Remember, if there is a mechanical problem, area personnel will provide assistance.

YOUR RESPONSIBILITY CODE

1. Always stay in control. You must be able to stop or avoid other people or objects.
2. People ahead or downhill of you have the right-of-way. You must avoid them.
3. Stop only where you are visible from above and do not restrict traffic.
4. Look uphill and avoid others before starting downhill or entering a trail.
5. You must prevent runaway equipment.
6. Read and obey all signs, warnings and hazard markings.
7. Keep off closed trails and out of closed areas.
8. You must know how and be able to load, ride and unload lifts safely. If you need assistance, ask the lift attendant.
9. Do not use lifts or terrain when impaired by alcohol or drugs.
10. If you are involved in a collision or incident, share your contact information with each other and a ski area employee.

PARENT INFORMATION

Participant Independence

Parents, please note that this is a very independent program. Participants are responsible for all their belongings including money/gift cards, arriving at check-ins on time, and safely navigating the mountain.

Emergencies

Chaperones will call parents in the event of an injury or emergency during the program. Chaperones may ask that you pick your child up at Ski Sundown if they go to the first aid station. **PLEASE ANSWER YOUR PHONE WHILE YOUR CHILD IS AT SKI SUNDOWN.**

Pick Ups

The bus will arrive back at the school at approximately 7:45 pm. All participants must be picked up on time. **Any participants picked up late more than once will lose bus privileges.** Please park in the parking lot when waiting for the bus. Do not park in the bus lane. It is discouraged to drop or pick your child up from Ski Sundown but if you need to please let a chaperone know ahead of time and be sure to sign in and sign out at the group table in the lodge. If someone who is not authorized is picking up your

child, you must fill out a Pickup Authorization Form ahead of time. We will check IDs at every pickup.

Absences
Please contact the Recreation Office if your child is going to be absent from the ski program. If your child misses a program day, they will have a 4-hour Lift Only pass on their Go Card as a make-up visit that can be used on Mondays through Fridays until the end of the season (excluding holidays). There is no make-up, credit, or refund for a missed lesson. If your child purchased the rental option, he/she will be able to use the rentals on the make-up visit if prior arrangements are made with the rental shop. You can contact the rental shop at (860) 379-7669 ext. 250.

Lost Equipment/Clothing
If an item is missing, a lost and found form can be filled out online at Ski Sundown's website or in person at the ski shop. If a participant loses their Go Card, it will cost $5 for a replacement badge.

Forgot Equipment/Clothing
If your child forgets any required equipment or clothing, parents must drop items off at the schools before 2:30 pm or drop the items off at Ski Sundown.

Cancellations
The Recreation Department will keep you informed of any changes, cancellations, or make-up dates. We do not guarantee any makeup dates and will only make up cancellations up to one date. **If school is closed or has an early dismissal, the ski program is automatically canceled.** Announcements will be made via email blasts and the cancellation line at 860-409-4365. If the program is canceled, it is the parent's responsibility to pick up equipment from the school. The schools are not able to store equipment.

FAQ'S

What is the last day I can drop from the program and still get a refund?
January 4. After January 4th at 11:59 PM, no refunds will be processed. This policy will be strictly enforced as Avon Recreation needs to process all changes and then must provide the information to Ski Sundown for their processing. The only exception to this rule is under the circumstance of injury or illness. Refunds are available under this circumstance on a prorated basis and a physician's note must be provided to prove reasoning. The deadline for this exception is March 12, 2027 in accordance with Ski Sundown's policy. There are no refunds for missed lessons or for lessons that were missed due to school cancellations or personal absences.

How do Student badges/passes work?
Ski Club student badges/passes have 5, 4-hour lift tickets preloaded onto their lift badges. Once a student scans their RFID card, the 4-hour time limit begins. Ski Club has scheduled 5 days to go to Ski Sundown, so all 5 "lift-tickets" that are loaded onto the badge/pass will be used during the scheduled hours of Ski Club. The RFID card also can be used as a gift card for food or lodge purchases.

How many make-up days are there and what if there are multiple cancellations?
Ski Club has scheduled 1 makeup day to occur in the event there is a cancellation. If there are cancellations and make-up days are provided, Avon Recreation will inform registrants. Avon Recreation will try to schedule the make-up day on the same day of the week. If there are multiple cancellations, then your child will have a number of 4-hour lift tickets equal to the number of Ski Club sessions that were not fulfilled.

Does my child need food?
Yes, you can either have your child bring food or purchase it in the lodge. We highly recommend that students have gift cards for food and other purchases at Ski Sundown. Neither Ski Sundown or Avon Recreation have funds to provide food. The group leader/chaperones are also not responsible for making choices about what food your child is buying. This discussion should be had with your child prior to them attending. A menu is available at Ski Sundown's website, along with their gift cards.

Can parents drive their children to the mountain on days that the school cancels Ski Club?
If Ski Sundown is open, you can still go to Ski Sundown and use your child's badge. Please know that this will remove one of the 4-hour "lift-tickets" loaded onto your child's badge and they will not be able to use the 4-hours if we offer a make-up day.

Do helmets, goggles, or a lock come with equipment rentals?
No. Equipment rental includes a snowboard/set of skis, boots, and poles only. You MUST have a helmet and goggles to participate.

Ski Sundown Safety Guidelines and Helpful Hints

Clothing

- Be prepared for the weather. It may be warm where you go to school, but it gets colder after dark, especially on the mountain!
- Mark clothing clearly with your name. If an item is lost, check Lost & Found in the Ski Shop above Rentals. There is also a form on our website to report any lost items.

Equipment

- Mark equipment clearly with your name to prevent your items from getting lost or stolen. If an item is lost, check Lost & Found or report item lost through the form on our website.
- Skis and Snowboards belong in racks. Pick a place on any rack and try to use it every time so that it becomes routine. Do not leave equipment laying in the snow.
- If you have your own equipment, make sure you can put it on/off without assistance. Also, try on your boots and make sure they fit.

Know the Mountain

- Know the Trail Signs: Green Circle = Easier, Blue Square = More Difficult, Black Diamond = Most Difficult, Double Black Diamond = Extremely Difficult
- Do not go on trails marked above your ability
- Avoid snowmaking equipment on the trails
- Understand that conditions vary according to the weather and time of day
- Be aware that grooming will occur anytime between 6 and 7pm nightly. Stay clear of grooming equipment on the mountain.
- DO NOT SKI UNDER ROPES MARKING A CLOSED TRAIL

We are a Community

- As a community of skiers and snowboarders, watch out for each other. Keep each other safe.
- Don't try to convince your first-time skier/rider friend to go on terrain that is too difficult for them.
- Your most important piece of safety equipment is your brain. Use it.