

SD85 Galtam Canoe Experience Criteria and Process

Trustees approved a blanket request from First Nations programs for the use of our district owned 52' Galtam (meaning 'wide-face') canoe used by schools. The approval was granted in the specific locations of Hardy Bay, Beaver Harbour, Cluxewe and McNeill Harbour.

The approved process for canoe use is identical to Mount Cain and Camp Homewood field trips, where schools submit a field trip application form for approval, by the Acting Director of Instruction (who authorizes on behalf of the board). We must adhere to **all** of the criteria outlined in the Field, Athletic and Cultural Trips Policy (No. 2-100). There is no flexibility on safety nor the policy requirements for use of the canoe. We currently collaborate between First Nations Programs, Operations and Maintenance and Sr. Administration in order for its use. In addition to the policy (No. 2-100), the following procedures and criteria checklist is for your reference.

Mandatory Canoe Procedures and Criteria: The following will ALWAYS be in place:

- ✓ Staff to consult with school administrators, maintenance department and First Nations programs regarding date and times for proposed activity. Check local tide guide and weather reports for proposed dates and submit application for field, athletic or cultural activity to the Acting Director of Instruction for consideration and approval.
- ✓ High risk waiver forms will be completed by all parents/guardians and a high risk field trip parent meetings will be facilitated at the school level prior to the event date. At all times, a vehicle and driver will be present on the day of the activity (who has filed relevant paperwork and been cleared to drive a vehicle for school use) to transport any students who may need.
- ✓ The canoe will be trailered and launched by the SD85 maintenance department at high tide, or launched onto the beach at the tide line. It will also be picked up and loaded on the trailer by SD85 maintenance personnel.
- ✓ Available canoe locations require a boat launch sufficient for the size and length of the trailer and canoe. These areas are Hardy Bay, Beaver Harbour, Cluxewe and McNeill Harbour only and canoe trips will be limited to these areas. Canoe trips will not go into open water.
- ✓ The canoe activity will only take place in suitable weather conditions described as Class 1: Easy, as per policy 2-100 (International Scale of River Difficulty). Class 1 conditions are described as: *fast moving water with riffles and small waves, few obstructions, all obvious and easily missed with little training, risk to*

swimmers is slight; self-rescue is easy. Despite these guidelines offering general classifications for rivers the same shall be applied for ocean expeditions. There is no substitute for a cautious approach and canoe trips will only go in good weather with very little wind, waves and tides. Canoe trips with students will always remain close to the shoreline for safety purposes. Canoe trips will be cancelled or postponed due to weather or other unforeseen circumstances and rescheduled on alternative dates.

- ✓ Experienced canoe helmspersons will tend to the canoes along with a pilot boat for each vessel in the event of an emergency. Current small boat regulations of the Federal Ministry of Transport and current provincial and local regulations will be observed at all times.
- ✓ An adult to student ratio of 1:5 will be in place on all canoe trips. In addition to staff and volunteers, consider the use of the First Nations Role Model Program and Elders in Residence Program honoraria to support community and cultural connections. Criminal record checks are required for all adult participants prior to any fieldtrip. *Refer to the SD85 Role Model and Elders in Residence resource guide for more information.*
- ✓ Student groups and chaperones will receive an on-shore canoe orientation, including safety and emergency procedures prior to canoe activities.
- ✓ Paddle stroke, appropriate life vest fitting, canoe conduct and protocol, as well as setting up a two student ‘buddy system’ will also occur prior to engaging in the canoe on the water.
- ✓ All students and participants will wear Ministry of Transport approved life jackets (or Type 1 approved personal floatation devices) provided by maintenance and delivered along with the canoe. Students participating must also be able to swim as per the policy. Additional paddles will also be provided. First Nations programs currently has 30 life jackets and 30 paddles in the canoe inventory stored at TACAN.
- ✓ The canoe will be equipped with a repair kit, a marine radio, cell phone, and emergency first aid kit. The canoe will also be equipped with a bow line, bailer, sound making device (louder than voice) and a navigation light.