



Five Winds Backcountry Ski Club

Discover the Muskoka Wilderness

GUIDELINES FOR GROUP LEADERS

ON THE BUS

With your group:

- Find everyone in your group, introduce yourself, and show them the planned route on the map.
- Explain to each person which stop the group is getting off at (e.g. 1st stop, 2nd stop, last stop). If multiple groups are getting off at a stop, remind your group of the importance of gathering as a group outside the bus after getting their skis and before any of the group starts off to ski.
- Find out everyone's energy level and confirm that the route planned is appropriate. If there are skiers in the group whose ability is not known, select a route with several options for shortening if necessary.
- Find out who has a fully charged cell phone that will be kept turned on, and will be designated as the backup contact for the Organizer in case the leader cannot be reached. Remind them to keep their cell phone in a warm spot close to their body so the battery will not lose the charge in cold weather. Confirm their cell phone number is accurate on the Group List provided by the Ski/Bus Organizer.
- For new members or guests, find out about their previous experience adjust the route if necessary.
- Make sure all your group members have appropriate clothing for the day including for lunch break.
- Make sure everyone is wearing gaiters. If not, check with Ski/Bus Organizer to see if they have an extra pair or if not, if someone else on the bus does.

With the Ski Organizer:

- Consult with the Ski/Bus Organizer of any changes you would like to make with members in the group (The Organizer must agree with and be made aware of all changes).
- Provide Ski/Bus Organizer with pick-up point for end of the day.
- Inform Ski-Bus Organizer of any cell phone numbers needing correction on Group List and who in your day's ski group is carrying a charged phone and turned on (to be used as backup if a Group Leader does not respond to calls).

AT THE TRAILHEAD (start of skiing)

With your group:

- Introduce everyone to each other.
- Remind group they need to follow the route and that it is everyone's responsibility to know where they are on the map.
- Tell people where the ski group list is and that it includes emergency numbers.
- Confirm understanding of markers: one means straight ahead; two indicates a turn; three indicates a junction.
- Remind group to stop and wait at all junctions for all the group members to gather and to confer regarding direction to next take.



Five Winds Backcountry Ski Club

Discover the Muskoka Wilderness

- Tell group members to keep the person behind them within shouting distance to ensure the group does not get too spread out or a member lost.
- Tell group members to let you know if they are not feeling well, are in pain, are slipping back when they ski, are hungry, need a rest, need a washroom break, etc.

ON THE TRAIL

With your group:

- After half an hour, assess your group members to see how they are all doing and if they are having any problems.
- If someone has to turn back the whole group must turn back and return that person to the bus. Coordinate with bus organizer and the bus driver the logistics.
- You can assign various members to lead (be in front) over the day. However, other members must not pass the leader and ski on ahead without permission of group leader
- Assign last person as sweep ie ensures no one is left behind. This person can change over the day.
- Call regular pit stops and water/snack breaks. Some people feel embarrassed to make the request.
- Assess the ski conditions and decide if you should change your planned route for the day because of deep snow, icy conditions, cold, one skier having difficulties etc.
- If you meet another group, keep groups separated so people do not ski off, following the wrong group.
- Discourage switching between groups when on the trail. If it is necessary, ensure that both Group Leaders agree with the switch and inform all group members of the change
- Slower groups should allow overtaking groups to pass.
- Check your cell phone at lunch time to ensure a call or text has not been missed.
- Contact other group leaders or bus if you anticipate returning late to the pick-up point.
- Only deviate from pick-up point if you contact the Ski/Bus Organizer by cell phone. If Organizer cannot be reached, try calling someone else in his/her group or call Bus Dispatch who will then contact bus driver.
- In the event of an accident, get injury/medical details when the event occurs and follow-up with the person on the bus, and the next day if warranted. Complete incident reports in a timely, proactive manner, especially if it is an injury/medical issue.
- **NO member is allowed to ski, snowshoe or hike ALONE.**

ON THE TRAIL

At the Bus pick up:

- Sometimes groups arrive at the bus stop early and some members want to do a little more before the bus leaves. These members must;
 - Have a buddy with them.
 - Members must verbally state their plan and timing to the leader (if available) or bus organizer and obtain approval.
 - Stay within the sound or within visual sight of the bus (go out on the lake).
 - Must return to the bus 15 minutes before the departure time.