



RISK MANAGEMENT FOR OUT-OF-CLASS PHYSICAL ACTIVITY
GRADES 9 TO 12 PHYSICAL EDUCATION/HEALTH EDUCATION

Definitions

The following are defined, to ensure clarity and understanding.

- **Core-component** represents the learning outcomes that must be delivered through the IN-class time.
- **Flexible delivery component** represents learning outcomes that can be delivered through the IN-class and/or OUT-of-class time.
- **Health-related fitness components** include cardiovascular endurance, muscular strength, muscular endurance, and flexibility.
- **IN** refers to IN-class instructional time that is Teacher-directed and based on learning outcomes from the curriculum. This class time is timetabled as part of the instructional day and students are required to attend.
- **Moderate activities** are physical activities that cause breathing and heart rate to increase. People engaging in moderate activities can hear themselves breathe but they can still talk. Examples of moderate activities include brisk walking, bicycling (less than 15 km/hour), skateboarding, shooting baskets, and curling.
- **OUT** refers to OUT-of-class time that is student-directed and based on learning outcomes from the curriculum that promote participation in physical activity. The OUT-of-class delivery option will require Teacher/parent/guardian sign-off. The OUT-of-class time may include physical activities that occur
 - in school with Teacher supervision (e.g., intramurals, interschool sports, fitness workouts) but not during instructional class time
 - outside of the school or off school property, and without direct supervision by a certified Teacher or other person employed by or under contract with the School Division
- **Physical activity** means all forms of large-muscle movement, including sports, dance, games, walking, and exercise for fitness and physical well-being. It may also include physical therapy or mobility training for students with special needs.
- **Physical activity practicum** is programming that students choose with Teacher guidance to address health-related fitness components over a period of time with a primary emphasis on cardiovascular-respiratory endurance. Eligible practicum physical activities, particularly for the student-directed OUT-of-class time, must
 - contain a minimum of 55 hours of moderate to vigorous physical activity that contributes to cardio-respiratory endurance (heart, lungs, circulatory system) plus one or more of the health-related fitness components (muscular strength, muscular endurance, and flexibility)
 - be safe, ethical, and age/developmentally appropriate
 - address risk management measures based on *Safety Guidelines for Physical Activity in Manitoba Schools* and *YouthSafe Manitoba: School Field Trip Guide*, and require special parental permission.



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- **Pre- and Post-Sign-off** refers to the sign-off process required for the student-directed option prior to implementing the physical activity practicum and upon its completion. This process involves Teachers, students, parents/guardians, and/or supervising adult(s). The purpose of the Pre-Sign-off Form is to ensure the student/parent/guardian has chosen physical activity that is safe and appropriate to meet the learning outcomes. The purpose of the Post-Sign-off Form is to provide the documentation or evidence that the student met the requirements of the physical activity practicum.
- **Student directed** refers to the time when the student takes responsibility for achieving the learning outcomes through a physical activity practicum approved by the parent/guardian and Teacher. Time spent engaging in physical activity as part of employment for remuneration does not qualify.
- **Teacher-directed** refers to the scheduled instructional time organized and taught by a certified Teacher.
- **Vigorous activities** are physical activities that cause breathing and heart rate to increase to a higher level whereby it would be difficult to talk. Examples include jogging, swimming, walking briskly, jumping jacks, sports that involve running, tobogganing, shoveling snow, and walking through deep snow.

PROCEDURE

1. Schools will provide students and parents/guardians with the safety information associated with each student's chosen physical activities for the OUT-of-class component of Grade 9 to 12 PE/HE as contained in Manitoba Education's ***OUT-of-Class Safety Handbook***.
2. Unless otherwise prohibited by the School Board, physical activities chosen for the OUT-of-class component of PE.HE courses must be selected from the list supplied in the ***OUT-of-Class Safety Handbook***. Any activities not included and dissimilar from any in this activity list will need to be approved by the PE/HE Teacher unless the activity is considering high risk (i.e., Risk Factor Rating of 4 according to the resource). For these higher-risk activities inclusion for the OUT-of-class component will require School Board approval. Recommended safety guidelines for these new activities will need to be developed prior to parental approval.
3. The Board will consider recommendations from the schools' Physical Education staff, school-based Administration and the Superintendent's department in determining their approval.
4. The PE/HE teacher will guide the student in developing a Personal Physical Activity Plan (school based) for the OUT-of-class component, and will sign the plan as an indication to the student and parent/guardian that it has been accepted.



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5. The parent/guardian and student (or only the student if 18 years and older) will sign off on the plan via the **Parent Declaration and Consent & Student Declaration Form (IEG-E1) (or Student Declaration Form (IEG-E2) for students 18 years and older)**, giving the parent/ guardian's consent to the student's choice of activities indicated in her or his 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.
6. The student will submit the signed consent/declaration form to the PE/HE Teacher.
7. If the student wants to choose 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 new physical activities accepted by the PE/HE Teacher, obtain the recommended safety guidelines for these new physical activities, and receive the parent's consent (students under 18 years) via the **Parent Declaration and Consent & Student Declaration Form for new activities (IEG-E3) (students 18 years or older must complete the Student Declaration Form for new activities) (IEG-E4)**.
8. The PE/HE Teacher will be assigned time to meet with the student on a regular basis for managing and evaluating progress for the OUT-of-class component of the course.
9. When students participate in these out of school activities, School Division personnel will not inspect the facilities or equipment to be used by students for non-school-based physical activities, 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.
10. The parent/guardian (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 PE/HE course, meet the appropriate safety standards recommended in the **OUT-of-Class Safety Handbook**. If the parent (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 existing school-based activities.
11. For all school-based physical activities, the School Division will ensure that facilities, equipment, and the level of instruction and/or supervision meet the safety standards recommended in the documents **Safety Guidelines for Physical Activity in Manitoba Schools, YouthSafe Manitoba: School Field Trip Resource, and OUT-of-Class Safety Handbook**, as per divisional policy.



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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