

## **ADAPTIVE SNOWSPORTS MILTON KEYNES**

### **ASMK Session held at the Snozone, Milton Keynes**

**This session takes place once a month; on the second Sunday in the month between 6.00 pm and 9.00 pm. Skiers and Volunteers are asked to turn up half an hour before the session to provide enough time for introductions and pairing.**

**New skiers are asked to come even earlier so that their needs can be accurately assessed.**

### **Procedures**

#### **Booking in**

1. All skiers and volunteers are asked to let us know if they will be coming along to a session, preferably at least 4 or 5 days before the session. This allows the **ASMK** slope organiser to ensure that there are enough volunteers to assist the skiers and that there is sufficient equipment available during the session.
2. Six or seven days before each session the slope organiser sends an email to all those on the emailing list. The email reminds them of the forthcoming session and asks them to reply if they intend coming. This email is also used to circulate the quarterly newsletters. Hard copies are also available at the sessions.
3. Those not on the email list are told that they must phone the slope organiser if they are coming to the session.
4. The day before the session the slope organiser works out a provisional list allocating volunteers to skiers, using the list of attendees and knowledge of the skiers and volunteers.
5. Most skiers are allocated to volunteers on a one-to-one basis apart from sit-skiers who will be two or three volunteers to one skier. A deaf skier may have two volunteers if the instructor is not also a BSL sign interpreter. Other volunteers are allocated alternative tasks such as staffing Poma lifts.
6. Before the session the record cards of all skiers who are coming along are extracted from the file ready for the session. New cards are prepared for the new skiers who have registered.

## At the session

7. New skiers are asked to come early to the session to enable the slope organiser to take their full details, to ensure that they have medical clearance and to arrange for their assessment. The volunteer who carries out the assessment will depend on the nature of the skier's disability. The skier's card will be completed with the relevant details.
8. All skiers and volunteers are required to register with the **ASMK** admin officer when they arrive at the slope.
9. Skiers pay the slope charges to the admin officer who passes the takings to the slope reception.
10. Skiers charges are £17.50 for a full session (3 hours) £8.75 for half session (1.5 hours). A charge of £2.50 will be made for skiers and volunteers who are not yet **DSUK** members for each of the first 3 sessions. This small charge is for temporary **DSUK** membership to cover them for insurance purposes for the session. After a maximum of 3 sessions as temporary members **DSUK** expect both skiers and volunteers to become a full members of **DSUK**. See the **DSUK** website for more details <http://www.disabilitysnowsport.org.uk/join-dsuk-today!>
11. Skiers are issued with yellow Hi Viz bibs, volunteers with pink Hi Viz bibs.
12. Skiers and volunteers are paired up and volunteers are given their skiers record cards
13. Some of the younger skiers and sit-skiers, who have to share equipment, often only ski for a half session (1½ hrs) .
14. At the end of each session the volunteers update the cards with the relevant details from the session.

**ASMK; ADAPTIVE SNOWSPORTS MILTON KEYNES**  
**DSUK: DISABILITY SNOWSPORT UNITED KINGDOM**

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