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To Whom it may concern,

March 2, 2010

**Jo Instructor** was certified as a **level II full low & high ropes facilitator** at a training at Ropes Recreation Center for 80 hours, February 31, 2010. The sessions were designed / administered by Tom Andrews of Pro Image & Associates, LLC. the sessions' syllabus was based on the PI & A, LLC manual and The Complete Ropes Course Manual, 4<sup>th</sup> Edition, c. 2007. The content of this course minimally covers the standards for certification for challenge course operations\*:

1. Sequencing, and use of games, trust and initiative activities, use of metaphors, assessing group's readiness, group stage and facilitation & debriefing techniques.
2. **Operation** of **ALL** stations of the Ropes Recreation Center (RRC) and Mansfield Middle School (MMS) Low & High Challenge courses\*\* (Specialty events-Pamper Poles, Zip Lines, Flying Squirrels).
3. **Spotting and belaying** protocols- **ability to spot and teach as well as supervise** other spotters in a variety of different LOW events, such as Willow in the Wind, Trust Falls, Swinging Log, Whale Watch, Pirates Crossing, Spider Web, Maze, Mohawk Walk type elements, Nitro Crossing; In addition to spotting, she is competent in the methods and techniques for belaying; securing, anchoring / back up system, and positioning belayers (relative to climber position); belay escapes, use of several friction devices;
4. **Knots** (bowline on a bight, figure eight follow-through, super eight, double fisherman's, Prusik, clove hitch, safety knots, water knot, Munter /Mule hitch, killick hitch, identifying splices);
5. **Rope care**/ handling/coiling/when to retire;
6. Use of **Personal Safety Gear (PSG)** -following PRCA\* / ACCT\* Installation Standards & manufacturer's specifications.
7. **Self -belayed apparatus/skills: Prusiking, rappelling** and other forms of self-belays (**load limiting Bearclaws and LEAP anchors**, Cable Grabs, Rope Grabs, Flip Line / Lanyard wrapping); set up/take down, access and set up belay systems for all the elements;
8. Awareness of the **history of the challenge course field** - existing standards from both PRCA / ACCT perspectives.
9. Ability to **lead Emergency procedures / cut away rescues** protocols specific to RRC and MMS challenge courses\*\*.
10. Universal programming, accessibility, inclusion, adapting activities for all participants despite physical or other barriers.

**Jo** demonstrated a rare quality of commitment, reliability and competence for such a young man in all 10 skill areas. Her previous experience, 6 years of trainings and ropes course / counselor experience at the camp are great assets to him-and others. Jo has passed the practical and written tests.

***She has documented her skills and more than 1000 hours experience in a portfolio.***

Sincerely,

Tom Andrews, M Ed and Manager,  
Pro Image & Associates, LLC;  
Accredited vendor member of PRCA; associate member ACCT

\*(See 2008 Professional Ropes Course Association (PRCA) standards, pg 50-64; 2008 edition - Association for Challenge Course Technology (ACCT) standards, chapter 3)

\*\* RRC built 2005; inspected / modified annually. MMS built in 2009.