



**BC
ALPINE**

BC Alpine Ski Association
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BC SKI TEAM HANDBOOK 2019-2020

BC Alpine Ski Association

Produced for: BC Ski Team athletes, parents, coaches, administrators

CONTENTS

BC SKI TEAM CONTACTS	4
PRIMARY TEAM CONTACTS	4
BCST SUPPORT STAFF	4
BC ALPINE OFFICE STAFF.....	4
BC ALPINE BOARD CONTACT (ATHLETICS)	4
SECTION 1 BC ALPINE	5
VISION	5
MISSION	5
OUR COMMITMENT.....	5
SECTION 2 PARENT SECTION: YOUR ROLE	6
A BC ALPINE PARENT DOES:.....	6
A BC ALPINE PARENT DOES NOT:	6
WORKING WITH YOUR CHILD’S COACH	6
AS A BC ALPINE PARENT, WHAT CAN YOU DO?	7
SECTION 3 BC ALPINE TRAINING AND COACHING CHECK LIST	7
COACHING AND PROGRAM COMMITMENT	7
BCA and the hiring of its coaches commit to the follow:	7
TRAINING SITE CHECKLIST	8
SECTION 4 ELITE ATHLETE MANAGEMENT POLICIES AND PROCEDURES	9
SELECTION TO EVENTS.....	9
BCST & BC DEVELOPMENT TEAM SELECTION GUIDELINES	9
INJURY POLICY & PROCEDURES.....	9
General Injury To be followed when athletes require medical assistance on the hill.....	9
Injury Procedures When athletes require hospital or clinic attention	10
HEAD INJURY & CONCUSSION PROTOCOL	10
BCA / PARENT RESPONSIBILITY TO THE MEDICAL SUPPORT OF THE ATHLETE	11
BC ALPINE RETURN TO SKI POLICY	11
The following will apply for the BC Alpine protocol for Return to Ski and Return to Competition:	11
BC ALPINE RESPONSIBILITY TO INJURED ATHLETES.....	12
ANTI-DOPING POLICY	12
SECTION 5 GENERAL POLICIES AND PROCEDURES	13
TRAVEL POLICY (INSURANCE).....	13
INSURANCE	13
FINANCIAL POLICY	13
Team Fees	13
EDUCATION.....	13

ATHLETE AGREEMENT	14
BC ALPINE DISPUTE RESOLUTION	14
SECTION 6 CONDUCT POLICY (WHISTLE-BLOWER POLICY)	14
INTRODUCTION	14
BACKGROUND	14
SECTION 7 APPENDIX	16
7.1 CANADIAN SKI COACHES – COACHING CODE OF ETHICS	16
Respect for Participants	16
Responsible Coaching	17
Integrity in Relationships	19
Honouring Sport	19
7.2 BC TRAINING GROUP, BC SKI TEAM AND BC DEVELOPMENT TEAM ATHLETE AGREEMENT.....	21
Applicability	22
Organization	22
Conduct and Deportment	22
Training and Competition	23
Financial - BC Ski Team.....	23
General Obligations of the Athlete.....	24
Injury	25
Termination	25
Signing of Agreement.....	25
BRITISH COLUMBIA ALPINE SKI TEAM ATHLETE AGREEMENT	26

BC SKI TEAM CONTACTS

Primary Team CONTACTS

Head Coach	Nick Cooper	(604) 698 7814	nickc@bcalpine.com
Coach	Ryan Jazic	(604) 347-5989	ryanj@bcalpine.com
Coach	Morgan Pridy	(604) 388 8386	morganp@bcalpine.com

BCST Support Staff

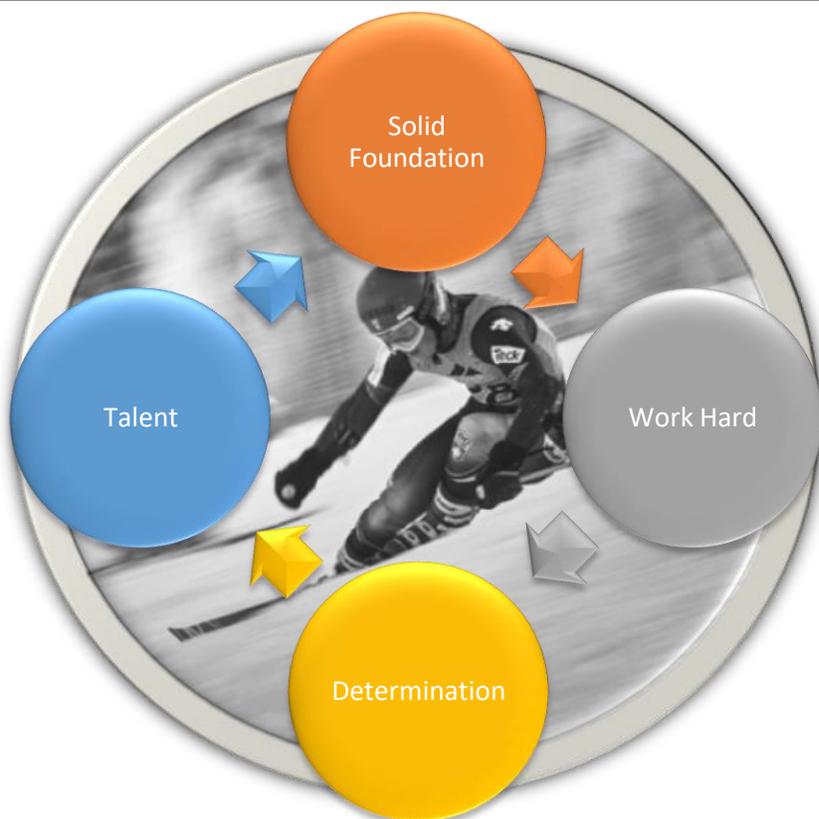
BC Alpine VP	Johnny Crichton	(250) 371 7754	johnnyc@bcalpine.com
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BC Alpine Office Staff

General Manager	Anders Hestdalen	(604) 678-3073	andersh@bcalpine.com
Controller	Kathy Stahr	(604) 678-3071	kathys@bcalpine.com
Club Services, IT	Keven Dubinsky	(604) 678-3074	kevend@bcalpine.com

BC Alpine Board Contact (Athletics)

VP Athletics	Gordie Bowles
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SECTION 1 | BC ALPINE

Vision

The primary goal of the BCST program is to advance selected athletes in BC to the Canadian Alpine Ski Team (CAST).

Mission

To provide the **foundation** for the athletes to win at WC level.

The BC Ski Team (BCST) is an elite development program that is designed to select the best performing ski racers in the province and provide them with enhanced training and competitive opportunities which will assist them in refining and achieving their goals as high performance athletes. BCST members are expected to be competitive at National and Nor-Am Cup levels and fully committed to the BCST program.

Our Commitment

- ✓ We will help our athletes to realize their skiing goals
- ✓ All of the staff and volunteers associated with the BCA organization will help, encourage and support the development of elite ski racers.
- ✓ We will recognize excellence in all areas to maintain a strong performance culture.
- ✓ We will strive to provide you with a positive, consistent, predictable, secure and safe environment.
- ✓ We always encourage an open two-way communication.

SECTION 2 | PARENT SECTION: YOUR ROLE

A BC Alpine Parent does:

- Supports his/her athlete unconditionally
- Helps the coach or officials when asked
- Leaves the coaching to the coach
- Focuses efforts on cheering for the things all players do well and doesn't look for things to criticize
- Lets the experience be the athlete's
- Stays in control of emotions

A BC Alpine Parent does not:

- Overemphasize winning, championships, or a career in sports
- Rush his/her athlete through the early fun stages into more serious training before he is ready
- Use the car ride home to do an in-depth race analysis
- Undermine or override the coach's decisions
- Step into practice without being asked

Working with your Child's Coach

While you may know a lot about sport and may have even coached before, this is your child's experience and you have entrusted them to the team and coach. Unless there are concerns for your child's physical and/or emotional safety or well-being, as a BCA Parent the best thing you can do is:

- Trust that the coach has your athlete's best interests, abilities and goals in mind.
- Work with and support the coach in their efforts
- Provide unconditional support to your athlete

Many parents look to youth sport as a means to enrich their child's experiences and to help teach positive life lessons, such as discipline and the value of hard work. While just playing sport alone will not guarantee these valuable gains, participating in a well-designed program with adult leaders who know how to work with athletes at a developmentally appropriate level is key to achieving positive outcomes.

Have you completed the **Respect in Sport** Parent program?

<http://respectgroupinc.com/respect-in-sport/#parent-program>

How important is it for your child to win every time? It's okay to make winning a priority, just as long as it's not the only priority. If winning is everything to you and your child, what are you willing to do to win? How far are you willing to go? Are these the types of lessons we want the next generation to learn? It's important as parents to remind ourselves why we placed our child in sport. Usually, we want our child to have some FUN and reap the benefits of engaging in an activity that provides returns on so many levels, regardless of the outcome. Outcomes are not always more important than the experiences. Find ways to reward what you value, rather than just the outcome of a competition. Point out acts of sportsmanship, exceptional skill mastery, or use examples of behavior you observed to reinforce positive character traits. This will help ease the pressure on your child and allow her to benefit from the values of BC Alpine.

As a BC Alpine Parent, what can you do?

- Understand the pressures that can be a part of the youth sport culture.
- Walk your talk - be clear on your expectations and beliefs regarding your athletes' goals, foster the BCA Principles with your athlete.
- Talk and listen to your athlete; open communication lines are very important.
- Focus your pre-and post-game conversation on effort, goals, and experiences as well as race results.
- Support the development of personal intrinsic motivation.
- Emphasize and celebrate learning and effort over the outcome and winning.
- Encourage your athlete to keep his/her perspective both in victory and defeat.
- Maintain a positive open relationship with your child's coach. Let the coach do the coaching during the season but ask questions about his/her approach and philosophies.
- Be an informed consumer and make educated decisions about energy drinks and supplements.
- Practice healthy nutrition habits for your athlete's optimum health and performance.
- Encourage your athlete to have fun.

SECTION 3 | BC ALPINE TRAINING AND COACHING CHECK LIST

Coaching and Program Commitment

BCA is committed to providing excellence in both its coaching staff and program design. As an integral part of the ACA (Alpine Canada Alpin) athlete development system, BCA is mandated to develop athletes towards elite level of performance and progression to the CAST (Canada Alpine Ski Team) and Development Team. Our intention is to put the "best athletes with the best" and to provide appropriate programs and opportunities for the continuous development of the athlete.

BCA AND THE HIRING OF ITS COACHES COMMIT TO THE FOLLOW:

- a) All coaches must be members of the CSCF (Canadian Ski Coaches Federation) in good standing.
- b) BCA conducts normal employee background checks on all staff members as general hiring practice.
- c) All BC Alpine coaches will be required to pass the Coaching Association of Canada's "Making Ethical Decisions" on line test.
- d) All coaches must complete "Respect in Sport for Activity Leaders"
- e) All BCA coaches will review and sign off on the CSC "Coaching Code of Ethics".
- f) All BCA coaches will read and understand the BCA Conduct, Dispute Resolution and Appeals policy.
- g) Comprehensive Yearly Training Plans (YTP) are designed with the guidance of and following the overall YTP as established by the VP BC Alpine. Execution of the plan is the responsibility of each coach and is overseen/monitored by the VP BC Alpine.
- h) Communication pathways are as follows
- i) Athlete programming and all travel information goes directly from coach to athlete and athlete to parent.
- j) Athlete special needs goes from parent to AD and coach.
- k) Financials are parent and GM.

- l) Coaches will inspect the facilities and equipment before training sessions and competition and take steps to ensure deficiencies are corrected immediately or adjust the activity(s) accordingly to avoid risk.
- m) BCA coaches will stop or withdraw from any activity that poses unreasonable risks, including stopping a training session or removing the team from a competition.
- n) Coaches will have in their immediate possession the emergency numbers for each athlete and coaches and letters of medical permission (Emergency Consent Form).
- o) Coaches will be fully aware of medical conditions for each athlete.
- p) Coaches will ensure that athletes are wearing their protective equipment (mouth guards, spine protectors and helmets) and that they are properly adjusted and in good condition.
- q) Athletes are responsible for their personal safety equipment and are required to wear helmets and mouth guards.
- r) If coaches must leave the training site, the coach will be prepared to stop the training session if there is not a qualified person who is able to take over the on-hill session
- s) Coaches will not text or talk on mobile phones that are not paired while driving

Training Site Checklist

Prior to any of the BC Ski Teams commitment to training sites the following checklist will be completed (this is in compliance with the standards set by our insurer the Canadian Snow Sports Association and Alpine Canada):

- a) Availability of appropriate medical support at site. First aid, hospital, evacuation ability.
- b) Availability of appropriate safety for on hill training – B netting, course control.
- c) Following ACA / CSA policy regarding sanctioning of all BCA activities.
- d) Ensure a safe training environment to include:
 - i. Risk assessment of the environment
 - ii. Snow conditions
 - iii. General weather conditions for the day of training
 - iv. Installation of appropriate safety netting as per discipline requirements (and as each venue requires)
- e) Coaches will ensure that there is an Emergency Action Plan (EAP) in place, covering the following items:
 - i. A coach will be designated to be in charge in the event of an emergency

"The principle is competing against yourself. It's about self improvement, about being better than you were the day before."

-- Steve Young

SECTION 4 | ELITE ATHLETE MANAGEMENT POLICIES AND PROCEDURES

Selection to Events

- a) Selection to Major events – NorAm and Canadian Championships will be based on ACA policy. Note: The Alpine Canada policies can be accessed through the ACA website www.alpinecanada.org and following the links to programs to competition rules. The competition rules describe what the rules are for each race series
- b) Entries of the BCST will be selected and managed by the BCST coaches. The FIS Regional coaches and club FIS coaches will manage selection of the club athletes.

BCST & BC Development Team Selection Guidelines

- a) The selection guidelines and criteria are available on bcalpine.com. The objective is to identify the best athletes that show world cup potential and put them in a position to achieve their personal goals of becoming a ski racer and moving to the CAST programs. It should also be noted that there is room for coach's discretion. This requires a certain level of professional interpretation of the data in the selection document.
- b) The BCST Selection Guidelines will be reviewed each year and will be published on the BCA web site by November 1st.
- c) The BC Ski Team represents a caliber of athlete that has the potential to represent Canada and is focused on NorAm and Canadian Championships as a vehicle to promote our athletes to the CAST, Development Team and possible World Junior Championships.
- d) The BC Training Group represents a level of athlete that is showing promise towards qualifying for the BCST. FIS points and ranking based on year of birth and younger within the Canadian system as well as head to head results will be a guideline for selection to events. The head coaches will make a final decision after in Oct/Nov of the current year for BCST. This decision is solely the decision of the Head coach and the AD based on the athletes' performance and commitment following the preparation phase.

Injury Policy & Procedures

Injury prevention is assisted by compliance to our physical fitness program. Our policy and procedures in the event of an injury includes a return to snow protocol and addresses the responsibilities of both BCA and the athlete with regard to this very important area of ski racing. Final clearance is provided by the BC Alpine physician following consultation with all relevant practitioners involved. Return to snow from injury often requires a multidisciplinary approach and this team is coordinated by the BC Alpine VP or Head Coach.

General Injury

To be followed when athletes require medical assistance on the hill

Falls can result in the requirement for medical attention (ski patrol). Often this is simply a precautionary action to ensure the safety of the athlete. In the event of injury BCA has the following rules that the coaching staff will follow:

- a) Coaching staff will accompany the athlete to the first aid station.
- b) Arrangements will be made to ensure remaining athletes are supervised.

- c) Upon release from the first aid station the coach will take note of the actions. Instruct the athlete to notify their parents.
- d) If there is any suspicion of a concussion the coach will follow the advice of the onsite professional and follow the BCA concussion protocol. Note - All BCST ski team athletes will complete concussion baseline screening pre-season.
- e) An injury report will be completed by the coach using the FIS injury report or the report provided by the ski resort.
- f) Coaches will report any injury to the Medical Team (point person is the Director of Sports Science) to determine a course of action. This report will be provided regardless of the severity of the injury.

Injury Procedures

When athletes require hospital or clinic attention

- a) Coach will be aware of athlete's history of injury.
- b) Parents will be notified, once the extent of the injury has been established.
- c) The coach will ensure all appropriate reports are gathered or accessible for insurance purposes.
- d) In the event that there is a potential that the ACA FIS medical insurance may be required it is the responsibility of the parent to contact the ACA insurer immediately to start a file on the injury. The process for this can be found on www.alpinecanada.org under FIS Accident insurance.
- e) Communication on the injury will be forwarded to the VP. Communication will include date, discipline, general conditions, description of accident, actions taken and next step procedure.
- f) Coaches will continue to manage the other team members who are at training or racing location, if necessary the coach will find a qualified designate.
- g) Depending on severity of injury the coach will communicate with the parent regarding transportation arrangements home.
- h) Upon discussion with the parent, BCA will inform the BCA medical support team for appropriate advice and course of action. Should surgery be required BCA medical support can advise.
- i) FOLLOW UP:
 - i. Coach will contact the athlete as often as possible to follow up on progress.
 - ii. Depending on the nature of the injury the athlete will be directed to an appropriate practitioner for further assessment.
 - iii. Based on injury, the return to ski program will be designed and communicated to the athlete and parents.
 - iv. If surgery is required, the athlete and program will follow the BCA return to snow as designated by the BCA medical support.
 - v. If the athlete is expected to be off snow for an extended period of time, the coach and office will ensure that all communications continue to the athlete to ensure they still feel part of the team.

Head Injury & Concussion Protocol

Head injuries are a concern to BCA and the parents of all athletes. Data shows that any suspected head injury, however minor, requires close attention by the coach and athlete.

Coaches and athletes are required to follow guidelines set forth in the Concussion Awareness Training Tool (see www.cattonline.com). All athletes and coaches are required to take the 30-minute concussion awareness education tool.

Athletes are required to complete a number of concussion baseline screening tests in the pre-season. These include neuro-cognitive testing (Impact and Scat 3); neuromuscular testing and vision testing. In the event of a concussion taking place, these baseline tests will be used to help inform an appropriate time for return to snow.

In the event that the athlete is suspected to have sustained a concussion:

- a) First response should be the responsibility of the Ski Patrol or on site medical professionals. If not immediately available, the coach will stay with the athlete and monitor them. If a concussion is suspected, the athlete will not be left alone OR engage in further activity.
- b) Parents and BCA office will be notified following the advice of the medical professionals on site. Major accidents will be communicated to parents immediately.
- c) If the coach can manage a less serious injury on site they will do so under the advice of the BCA medical support team. The athlete will remain off snow until asymptomatic and then will return on a pre-described rate of exertion. More severe injuries will be dealt with under the direction of the onsite medical professionals or as directed by the BCST physician.
- d) Follow up and return to training and racing will be done under the direction of the appropriate medical professionals.
- e) Prior to any athlete returning to ski with BCA following head injury the athlete must be cleared by the appropriate BCA medical support person.

BCA / Parent Responsibility to the Medical Support of the Athlete

The responsibility for medical support of the athlete will be coordinated with the BCA medical staff, coach and parents. During program component (training and competition) that BCA assumes these responsibilities as outlined in the Athlete Consent Form.

BCA will endeavor to help the athletes and their families find appropriate medical advice and assistance in the event of injury during our program components. Getting the advice of the medical team who has sport specific experience is important. It should be understood that all return to ski activity will follow the advice of the BCA medical advisors.

- a) Initial contact and advice from the BCA medical support will be undertaken by the Coach via BCA and initiated through the VP.
- b) BCA assumes all on-site responsibility until the parents have been contacted after which the responsibility is handed over to the parent. The coach and BCA will be in close communication with the parent to monitor the injury and support the family through the BCA medical support team.
- c) BCA reserves the right to refuse return to competition. All return to ski and return to competition must be approved by the BCA Medical Team.

BC Alpine Return to Ski Policy

THE FOLLOWING WILL APPLY FOR THE BC ALPINE PROTOCOL FOR RETURN TO SKI AND RETURN TO COMPETITION:

- a) Athletes must have clearance from the BCA Physician and/or designated physiotherapist for a return to snow.

- b) Athletes may be required to perform a physical fitness test or screens delivered by the BCA staff. Tests are designed to evaluate the athlete in preparation for undergoing the normal stresses associated with skiing.
- c) Following release and a clearance to return to ski, BCA will establish a return to training / competition program for the individual. This plan will be communicated and discussed with the athlete.
- d) Injured athletes will maintain their team status from the time of injury. Following a successful return to competition plan athletes will be evaluated as regular team athletes.

BC Alpine Responsibility to Injured Athletes

The following will outline BCA responsibilities to our injured athletes.

- a) Ensure all medical and rehab programs are available and being followed by the athlete.
- b) Maintain communication with the athlete regarding both normal team activities as well as updates on the athletes rehab process.
- c) Ensure all team equipment (uniforms, etc) are delivered to the athlete.
- d) Ensure the FIS points are (single penalized) and all admin requirements regarding the athletes status are communicated.
- e) Ensure the Parents are advised regarding ACA and CSA insurance availability.

Coaches are available and will communicate with the athlete during this period. A variety of situations can arise from an injury which includes the amount of work required to return to a successful competition level and the willingness to of the athlete to “make this commitment”.

Anti-Doping Policy

BC Alpine athletes should be in compliance with the World Anti-Doping Code (WADA) and the Canadian Anti-Doping Program (CAPD). All BCST athletes will receive education regarding doping control methods, banned substances and inadvertent doping. Athletes **MUST** recognize that inadvertent doping can occur through the ingestion of certain medications and nutritional supplements. Examples are the use of over the counter supplements and medications which have not been checked for banned substances. **It is the athlete’s responsibility to know exactly what they are putting in their body.**

BC Alpine follows the following procedures to minimize the possibility of a positive doping outcome:

1. Athletes found to be intentionally taking banned performance enhancing drugs will immediately be suspended from the team.
2. All athletes will complete the CCES (Canadian Centre for Ethics in Sport) ‘True Sport Clean’ module and comply with any other anti-doping strategies implemented by BC Alpine OR Alpine Canada.
3. Education with regards to Therapeutic Use Exemptions (TUEs). It may be necessary for the athlete to obtain a TUE if they take medications.
4. Education with regards to the use of Global Dro through the Canadian Centre for Ethics in Sport. Global Dro allows athletes to check which medications are free of banned substances (e.g. cold medications).
5. Education with regards to the safety and efficacy of nutritional supplements. The decision to take a supplement is made by the athlete and the athlete alone. The coaching staff may provide information regarding timing, dosage, and benefits of certain supplements. All supplements must be

purchased through a source which tests their products in compliance with the World Anti-Doping Code and must be 'HFL Informed Sport' certified OR 'NSF Certified for Sport'.

"The difference between a successful person and others is not a lack of strength, not a lack of knowledge, but rather in a lack of will."

-- Vincent T. Lombardi

SECTION 5 | GENERAL POLICIES AND PROCEDURES

Travel Policy (Insurance)

Regarding vehicles and driving;

- a) All BCA vehicles must have appropriate snow tires when traveling during the winter months.
- b) All Coaches will adhere to the rules of the road
- c) All equipment will be secured properly.
- d) Coaches require letters of permission for minors that will cover out of country travel.
- e) Coaches and appointed supervisors must recognize their responsibilities to supervise.

Insurance

- a) Coaches are covered by the Canadian Ski Coaches (CSC) and ACA liability insurance policy.
- b) Athletes and families are responsible for the insurance on all personal items including equipment.
- c) Travel insurance outside of BC – The FIS Medical Insurance will cover accident insurance outside BC although it is recommended that all athletes provide out of province/ country insurance in the event that the ACA Accident insurance does not cover all medical costs.

Financial Policy

TEAM FEES

- a) Team fees are established by analyzing the costs associated with each of the teams "projects". This process determines the actual costs per athlete. All athletes receive subsidies which are provided to them from funds received by BCA from the BC Government, corporate sponsors and fundraising events. BCA will provide a budget for the BCST to help the parents understand the financial commitment from BCA.
- b) Parents are responsible to make payments to BCA according to the schedule in the athlete agreement. We recognize that ski racing is a large financial commitment; however the benefits far outweigh the costs. As a nonprofit organization we are not in the position to allow any travelling for athletes who have outstanding accounts, please respect this policy.
- c) Typically, team fee billings occur twice per year; once in the prep period (summer) and again early in the competition period. Payment is due upon receipt. For alternate arrangements, contact Anders Hestdalen, General Manager.

Education

BC Alpine recognizes that we deal with athletes in their high school years and that education is a concern for many parents. BCA will take the following responsibilities regarding education.

- a) BCA will communicate the plans of the team as early as possible.
- b) Support parents requiring athletes to maintain specific grades to continue with the ski program.
- c) Provide preplanned designated time for daily study while on the road.
- d) BC Alpine has a contact that can assist with education transition road map.

Athlete Agreement

The athlete agreement is designed to outline in detail the requirement of the athlete with respect to their participation in the BCA program.

BC Alpine Dispute Resolution

- a) Athletes and parents first line of communication is the BCST Head Coach. If there is not a satisfactory conclusion, or this line of communication is not appropriate, then the next level of communication is to the BCA VP BC Alpine.
- b) A BCA Conduct Policy has been created which outlines to the parents and athletes to encourage and enable them for those who have legitimate and/or serious concerns regarding conduct to raise those issues in a setting free of threat of victimization, subsequent discrimination or disadvantage. This Conduct Policy is part of this Handbook.

SECTION 6 | CONDUCT POLICY (WHISTLE-BLOWER POLICY)

Introduction

It is the goal of BC Alpine to maintain the highest standard of openness, honesty and accountability for all stakeholders of the organization. Therefore, any person who is an employee or member, who has concerns about any aspect of our organization, needs to feel comfortable in coming forward to voice those concerns.

This policy document is designed to encourage and enable those who have serious concerns regarding our organization's conduct to raise those concerns in a setting free of the threat of victimization, subsequent discrimination or disadvantage.

All stakeholders may be assured that concerns will be dealt with expeditiously, in a confidential and timely manner.

<https://abuse-free-sport.ca/en/> is national support program that you can access.

Background

The policy is designed to bring forward real concerns about wrongdoing to enable BC Alpine to take action on the information in a fair, open and confidential way without recrimination. Wrongdoing involves unlawful or illegal behavior and can include, but is not limited to:

- Unlawful acts
- Unprofessional conduct

- Questionable accounting or auditing practices
- Dangerous practices likely to cause physical harm
- Abuse of power or authority
- alleged discrimination or harassment

Any employee or athlete who makes a disclosure or raises a concern under this policy will be protected, assuming:

- The information is disclosed in good faith
- Said person believes it to be substantially true
- None of the allegations are found to be malicious or false
- One is not seeking personal or financial gain

BC Alpine will consider the making of a deliberately false allegation as a serious disciplinary offence.

Anyone with a serious complaint or concern should report it directly to their local organization, if appropriate. If one is of the view that it would be more appropriate under the circumstances to take the complaint to higher levels, either due to the nature of the complaint, or if earlier reports have not been acted upon, one should directly contact:

BC Alpine Board Chair – Hugh MacNaught hmacnaught@shaw.ca Mobile – 604 671-4201

The seriousness or complexity of a complaint will have a bearing on the amount of time required to resolve the issue. Nevertheless, within ten business days of a concern being raised, you will receive a written acknowledgement of the receipt of the complaint along with:

- A summary of initial inquiries
- A proposal on how to deal with the matter
- An estimate of the time required

In addressing these matters, every effort will be made to minimize any difficulties the complainant may experience, and BC Alpine will not tolerate an attempt to apply any sanction or detriment to those who bring forward legitimate concerns regarding any wrongdoing. Confidentiality and anonymity will be respected when requested.

7.1 CANADIAN SKI COACHES – COACHING CODE OF ETHICS

The CSC Coaching Code of Ethics has been developed to help alpine coaches achieve a level of personal conduct and behaviour consistent with the position and profession of *Alpine Ski Coach*. This document is a behavioural guideline only.

The CSC Coaching Code of Conduct is a separate CSC policy document that outlines consequences and procedures if a CSCF member coach is suspected of or proven to have breached the code of conduct. The coach/athlete and coach/parent relationship is a privileged one. Coaches play a pivotal role in the personal and athletic development of their athletes. An understanding of the inherent power that coaches can exert over athletes is an extremely important notion. Coaches must recognize they are role models through which the values and goals of the sport, and the sport organizations they represent, are channelled. Coaches must also recognize that they assume the full range of "duty of care" responsibilities while the athlete is under their control. The following Coaching Code of Ethics is organized around four ethical principles:

Respect for Participants - *this principle challenges coaches to act in a manner respectful of the dignity of all participants in the sport.*

Responsible Coaching - *this principle carries basic ethical expectations that the activities of coaches will benefit society in general and participants in particular, and will do no harm.*

Integrity in Relationships - *this principle means that coaches are expected to be honest, sincere and honourable in their relationships with others.*

Honouring Sport - *this principle challenges coaches to recognize, act on and promote the value of sport for individuals, teams, other partners in the sport and for society in general.*

RESPECT FOR PARTICIPANTS

- | | | |
|----|---------|---|
| 1. | Respect | <ul style="list-style-type: none"> • Treat all participants, officials and volunteers in sport with respect at all times. • Provide feedback to athletes and other participants in a caring manner that is sensitive to their needs, e.g., focus on performance rather than the athlete • Not engage publicly in demeaning descriptions of others in sport (e.g., statements, conversations, jokes, presentations, media reports). |
| 2. | Rights | <ul style="list-style-type: none"> • Recognize athletes' right to consult with other coaches and advisors • Respect athletes as autonomous individuals and refrain from intervening inappropriately in personal affairs which are outside the generally accepted jurisdiction of a coach. |

- | | | |
|----|------------------------|--|
| 3. | Equity | <ul style="list-style-type: none"> • Treat all participants equitably within the context of the sport regardless of gender, race, place of origin, athletic potential, colour, religion, political beliefs, socio-economic status, sexual orientation or any other conditions. • Act to prevent or correct practices that are unjustly discriminatory. |
| 4. | Empowerment | <ul style="list-style-type: none"> • Encourage and facilitate participants' abilities to be responsible for their own behaviour, performance and decisions. |
| 5. | Informed Participation | <ul style="list-style-type: none"> • Communicate and cooperate with family members or guardians, involving them in appropriate decisions which affect them. |
| 6. | Confidentiality | <ul style="list-style-type: none"> • Keep confidential, unless detrimental to the athlete, any information about athletes or others which have been gained through coaching activities and which they believe is considered confidential by those persons. • Exercise discretion in recording and communicating information so that information is not interpreted or used to the detriment of others. |

RESPONSIBLE COACHING

- | | | |
|----|-----------------------|---|
| 7. | Professional Training | <ul style="list-style-type: none"> • Be responsible for achieving and maintaining a high personal level of professional competence through appropriate training. • Keep themselves up to date with relevant information through personal learning, discussions, workshops, courses, conferences etc. to ensure their services will benefit others |
| 8. | Self Knowledge | <ul style="list-style-type: none"> • Evaluate how their own experiences, attitudes, beliefs, values and stresses influence their actions as coaches and integrate this awareness into all efforts to benefit others. |
| 9. | Beneficence | <ul style="list-style-type: none"> • Coach in a way that benefits athletes, removing harm and acting consistently for the good of the athlete, keeping in mind that the same training, skills and powers that coaches use to produce benefits for athletes are also capable of producing harm. |

- | | | |
|-----|----------------------|--|
| 10. | Coaching Limits | <ul style="list-style-type: none"> • Take the limits of their knowledge and capacity into account in their coaching practice. In particular, coaches must not assume responsibilities for which they are insufficiently prepared • Refrain from working in unsafe or inappropriate situations that significantly compromise the quality of their services and the health and safety of athletes. |
| 11. | Team Effort | <ul style="list-style-type: none"> • Recognize and accept when it is appropriate to refer athletes to sport specialists • Recognize that athlete development is a team effort and that passing an athlete on to another coach at a different level within the system, if beneficial to the athlete, should be encouraged. |
| 12. | Complete Effort | <ul style="list-style-type: none"> • Ensure that every reasonable effort has been applied to help the athlete reach their potential. |
| 13. | Athlete's Interest | <ul style="list-style-type: none"> • Be aware of significant pressures in athletes' lives, e.g., school, family and financial pressures, and coach in a manner that fosters positive life experiences. |
| 14. | Safety | <ul style="list-style-type: none"> • Ensure that athletes train and perform in suitable and safe settings. • Make athletes aware of their responsibilities for participating safely in the sport. |
| 15. | Sexual Relationships | <ul style="list-style-type: none"> • Be acutely aware of power in coaching relationships and, therefore, avoid sexual intimacy with athletes, either during coaching or for that period of time following completion of the athlete's career during which an imbalance of power could jeopardize effective decision making. The principle of zero tolerance should be exercised. • Abstain from and refuse to tolerate in others all forms of harassment, including sexual harassment. Sexual harassment includes either or both of the following: <ul style="list-style-type: none"> a. the use of power or authority in an attempt to coerce another person to engage in or tolerate sexual activity. Such uses include explicit or implicit threats of reprisals for non-compliance or promises of reward for compliance; |

- b. engaging in deliberate or repeated unsolicited sexually oriented comments, anecdotes, gestures, or touching:
 - i. are offensive and unwelcome
 - ii. create an offensive, hostile or intimidating environment;
 - iii. can be expected to be harmful to the recipient and or team mates.

- 16. Extended Responsibility
 - Recognize and address harmful personal practices of others in the sport, e.g., drug and alcohol use addiction, physical and mental abuse, misuse of power.

INTEGRITY IN RELATIONSHIPS

- 17. Honesty
 - Accurately represent their qualifications, experience, competence and affiliations in spoken and written communications, being careful not to use descriptions or information which could be misinterpreted.
- 18. Honourable
 - Know the sport rules, regulations and standards, and support and abide by them.
- 19. Conflict of Interest
 - Not exploit any relationship established as a coach to further personal, political or business interests at the expense of the best interest of participants in the sport.
 - Declare conflicts of interest when they arise and seek to manage them in a manner which respects the best interests of all those involved.

HONOURING SPORT

- 20. Drug Free Sport
 - Actively discourage the use of performance enhancing drugs and support athletes' efforts to be drug free.
- 21. Positive Role Model
 - Maintain the highest standards of personal conduct and project a favourable image of skiing and ski racing and of coaching to athletes, other coaches, officials, spectators, families, the media and the general public.
- 22. Responsibility to Industry Partners
 - Promote cooperation with ski areas, ski schools, the skiing public and other groups that participate in and promote skiing and ski racing.

23. Respect for Other Coaches

- Respect the good efforts of other coaches in the field. Refrain from vilifying the actions of other coaches in public or private.

BRITISH COLUMBIA ALPINE SKI ASSOCIATION



**BC
ALPINE**

BC TRAINING GROUP, BC SKI TEAM
AND BC DEVELOPMENT TEAM
ATHLETE AGREEMENT

REVISED: May 2019

VALID UNTIL: April 30, 2020

THE GOAL OF THE BRITISH COLUMBIA SKI TEAM IS TO PLACE ATHLETES ON THE CANADIAN ALPINE SKI TEAM WITH A HIGH PROBABILITY OF WINNING WORLD CUP AND OLYMPIC ALPINE SKI EVENTS.

To be a member of the British Columbia Ski Team is a privilege, not a right.

Applicability

- This agreement applies to any athlete while under the direct jurisdiction of BC Alpine. The term BC Ski Team, within this document will include the BC Ski Team, the BC Development Team and the Training Group. The BCST Handbook is also attached, that outlines important policies that are referred to in this document.

Organization

- a) BC Alpine undertakes, within reasonable constraints of resources, to provide athletes with the best possible opportunities for them to reach the peak of their competitive potential.
- b) The opportunities include many aspects of training, competition, continued athlete development and related administrative services.
- c) The BC Ski Team operates under the direct authority of the BC Ski Team coaches, who in turn are accountable to the BC Alpine VP BC Alpine and general manager.
- d) Athletes are reminded that BC Medical Insurance is provided under family coverage until the age of majority. After that, it is the responsibility of the individual athlete to provide such coverage for themselves.
- e) BC Alpine is not liable for the costs of discretionary medical treatment taken outside of Canada. By virtue of registering with FIS the athlete does have some out of County accident insurance but it is also recommended that the parent purchase extended health insurance for their child. Please review BCST handbook.
- f) All matters related to the medical care are outlined in the BCST Handbook.
- g) All medical records are strictly confidential and reside under the jurisdiction of the BC Ski Team doctor. The athlete understands (and agrees) that such records may, under prudent control, be released for insurance claim purposes.
- h) The insurance policies in the BCST Handbook do not apply to non ski-related injuries or accidents.
- i) The BC Medical Plan has policies with regard to paramedical services such as physiotherapy, massage, chiropractic, acupuncture and other such treatments. These types of services **may not** be covered under the ACA FIS Accident Insurance. BC Alpine will assume no responsibility for the payment for these services.
- j) BC Alpine will make all reasonable efforts to provide adequate medical services for athletes. Please review the BCST Handbook for specific policies.

Conduct and Deportment

- a) The athlete shall not permit the Team's current uniforms, ski suits, warm-up suits and other official team clothing to be worn by anyone other than the athlete, during the term of the competitive season (up to November of the following season).
- b) All athletes must wear their BCST team suits at all competitions

- c) There will be no inter-team relationships beyond friendships within the BC Ski Team
- d) All BCST athletes must adhere to the Social Media Policy
- e) A minimum dress code applies to athletes (and coaches) while traveling and representing BC Alpine. BC Alpine expects professionalism. A collared shirt and clean pants are acceptable and when possible wear team clothing.
- f) The athlete shall not publicly criticize any clothing or equipment provided by the BC Ski Team. In the event of a problem, speak with the coach.
- g) The athlete agrees to refrain from any activity likely to or which actually does reflect adversely on, or embarrass the Association, Team or group, or other athletes, and agrees at all times to a conduct which will bring credit to the Team, the Association, other athletes and British Columbia.
- h) The athlete agrees to follow the procedure in the BCST Handbook for remedy of complaints or issues with the BCST activities.
- i) No athlete will be summarily dismissed from the BC Ski Team for disciplinary reasons without approval of the VP BC Alpine and the general manager.
- j) The appeals process is outlined in the BC Alpine Conduct Policy.
- k) The Conduct Policy is can be viewed on www.bcalpine.com and is also available in this manual, to be reviewed by athletes and parents.
- l) In the event that you perceive that you or any of your teammates are being harassed, contact the VP or the general manager of BC Alpine immediately
- m) Rooming rules; any room booked and provided by BC Alpine, may only be occupied by the athletes assigned to that room unless consent from a BC Alpine Team coach or staff.
- n) Rooming rules; any damage to room caused by the athlete(s) is the responsibility of the athlete(s), furthermore the athlete(s) maybe subject to fines or suspension, depending on severity.
- o) The BC Alpine Conduct policy is provided in the BCST Handbook and is to be reviewed by you and your parents

Training and Competition

- a) BC Alpine shall provide a comprehensive training and competition program designed to assist the athlete in their pursuit of excellence.
- b) The athlete shall always maintain a high level of specific physical fitness satisfactory to his/her coach and understands that failure to maintain such levels may result in being removed from the team.
- c) The athlete acknowledges that he/she is aware of the FIS International Competition Rules and agrees to abide fully by these rules and to refrain from any activity that would put the athlete or the Association in violation of the rules or that would jeopardize his/her eligibility for competition.
- d) Competitive season ends at the West Canadian Spring Series and if an athlete wishes to attend additional events after the Western Canadian Spring Series they may do so at their own cost. Entries and coordination must go through the BCST Head Coach.
- e) The athlete accepts the principle that, due to the ultimate individual nature of the sport, the final responsibility for the observance of rules rests with the individual athlete.

Financial - BC Ski Team

- a) Payment of BC Ski Team Fees:
 - i. The BCST fees are adjusted annually. Athletes that are named to the BCST Training Group will pay a fixed fee for the preparation phase of the program.

- ii. In the Fall, the BCST and BC Development team will be named. Payment schedule for the competitive season will also be outlined following this date.
- b) Food and other expenses:
 - i. Generally, when the BCST travels, cooking facilities are available and athletes are responsible for their food preparation and costs. From time to time, and in particular outside the province, the BCST may set up a meal plan and pay all costs of food up front while at the camp/race. Families will be invoiced for these costs. Payments due upon receipt of invoice.
 - ii. On rare occasions it becomes necessary for the coach to purchase equipment for an athlete (back braces, etc) and in this case, the athlete will also be invoiced. If there are any questions regarding charges, please contact Kathy Stahr at 604-678-3071 or kathys@bcalpine.com.
- c) CWSAA (Canada West all-area ski pass):
 - i. BC Alpine does not cover the athlete expense for a CWSAA pass.

General Obligations of the Athlete

- a) Athletes who are with the Provincial program are required to accept certain important responsibilities in pursuit of athletic excellence, including:
 - i. The responsibility to achieve excellence in all aspects of their individual careers, including ski racing performance, personal conduct, behavior, role modeling and self-management.
 - ii. The responsibility to contribute to the overall development of the sport in BC by assisting BC Ski Team in ventures like fund-raising, promotion, and participation in domestic racing programs.
 - iii. Athletes need to learn who all our sponsors are, learn about what they do and communicate with them when required.
- b) The athlete agrees to:
 - i. Represent the Province of BC and BC Alpine Ski Team in a dignified and responsible manner.
 - ii. Not consume alcohol or use tobacco, vape, or consume other drugs for non-medical reasons while attending any team activity, or on BCST time.
 - iii. Avoid any form of public behavior which brings discredit to the BC Ski Team;
 - iv. Adhere to the policies of the CCES. (all information can be found at www.cces.ca) In the event that an athlete needs to take any form of medication OR nutritional supplement it is their responsibility to contact their coach.
 - v. Exemplify the attitude, work ethic and dryland fitness requirements as expected by the coaching staff.
 - vi. Communicate with the coach on all equipment needs. The coach will work with the athlete to help with equipment if requested by the athlete.
 - vii. Attend all Team functions including tests, on/off snow camps, media presentations. The only exceptions will be through prior communication with the Head Coach.
 - viii. Ensure that personal travel documents such as visas, passports are kept current.
 - ix. Be available at any time, without notice, to be tested for banned and restricted substances.
 - x. Respect the position of Head Coach of the BC Team by discussing training plans with the Head Coach; by following training programs and other training advise offered by the Head Coach (or Assistant Coach under direction of the Head Coach); by submitting all required information on training progress and performance during competition; by attending all

organized team activities whenever possible and supplying an explanation of absences from team activities.

- c) Athletes and parents will discuss any disagreements over coaching or team activities with the Head Coach, and to refrain from public criticism. The BCST Handbook outlines the process in the event that communication goes beyond the coach.
- d) In the event that an athlete acquires a sponsor he/she must contact the General Manager of BC Alpine to ensure it is not a conflicting sponsor with BC Alpine and that all logo placements on athlete is agreed to by BC Alpine.
- e) Sponsor identification is the property of BC Alpine. Athletes will be required to wear logos of specific sponsors of the BC Ski Team on uniforms and head gear. These shall be worn at all times during training, racing and prize giving.
- f) An athlete may resign from the BC Team at any time at the cost of forfeiting any fees paid to the date of resignation. Upon written request, forfeiture of fees will be reviewed by the General Manager.
- g) In the event that an athlete wishes to use their personal vehicle while attending BCST activities the athlete must get the parent to email the coaches endorsing the use of the vehicle and the activity they will be involved in while using the vehicle.

Injury

If the athlete is unable to participate in the program for the balance of the term due to an injury suffered in an activity carried out under this agreement, the General Manager of BC Alpine negotiate with the parent on an equitable solution

Termination

This Agreement may be terminated by the Athlete at any time during the term hereof by providing ten (10) days prior written notice to BCA, to the attention of the BC Alpine VP and or General Manager, provided that the program fee shall not be refundable except as otherwise specifically negotiated with the General Manager.

Signing of Agreement

The BCST Athlete agreement has a BCST Handbook as an addendum that outlines policies, codes and processes also part of this agreement. This BCST handbook is integral to the understanding of the athlete agreement and the management of the BCST. For this reason, it is included with the BCST Athlete agreement. The signing of the BCST Athlete Agreement confirms that the athlete and parent have read and understand the BCST Handbook.

British Columbia Alpine Ski Team Athlete Agreement

An agreement between British Columbia Alpine Ski Association (BC Alpine) and:

Athlete Name: (print) _____ Date: _____

Address: _____ City: _____

Province: _____ Postal Code: _____

Signature: _____

Parents or Guardians of the current BC Ski Team, Development Team or Training Group athletes, must sign below, confirming that they have read and understood this Agreement and all of its terms.

Parent (or Guardian) Name: _____ Date: _____

Signature: _____

and

BC Alpine Ski Association

General Manager (print): Anders Hestdalen _____ Date: _____

Signature: _____

Complete, sign and scan this form (one page) to Johnny Crichton and Nick Cooper