**Minutes**

**Yellowknife Ski Club (YKSC)**

**Board of Directors Meeting**

Tuesday, March 4, 2014

Yellowknife Ski Club Chalet 7:00 pm

Present: Martin Saidla (MS), Greg Littlefair (GL), Damian Panayi (DP), Stephen Dunbar (SD), John Stephenson (JS), Brett Wheler (BW), Lara Mountain (LM), Richard McIntosh (RM)

Regrets: Kevin Hodgins (KH), Mark Cliffe-Phillips (MCP)

1. **Call to Order and Opening Remarks by the Chair**
	1. Approval of agenda GL, seconded by SD moved to approve. Motion adopted.
	2. Declaration of conflicts - none
2. **Consent Agenda**
	1. Approval of Board minutes from February 4, 2013 – DP, seconded by LM, moved to approve. Motion adopted.
3. **Discussion and Decision Items**
	1. Ski Club Logo – RM – RM explained that this is second “round” of logo designs, and that we are entitled to three rounds under contract. Board needs to decide which options to propose to membership. SD liked raven version, but pointed out that we may get “push-back” from membership. BW also liked raven version, noted that we should submit two choices to membership in order to get “clear” victory of whichever logo wins out. GL wondered about change of name of facility. Noted that Aurora design looked well when shrunk down (potential problems with details in raven version). GL and JS liked old logo – proposed making minor changes to old logo (e.g. change yellow beak). RM pointed out that we can still let people/programs (e.g. race team) use old logo, although new logo would be “official” – for example, on website and official club documents. MS liked Raven and Aurora designs. RM explained that alternate option is to keep logo designs until decision is made on renaming of facility. LM suggested that we could present Raven design for new club logo, and keep Aurora version for “Nordic Centre.” Board agreed to present the Raven and Aurora designs to membership and conduct poll. DP will create online poll on Zone4, including option to keep existing logo. RM to prepare communications to club members on need for new logo.
	2. Travel Policy – LM- LM explained that this had been brought to board, and that document is useful for clarifying expectations of athletes and volunteers. GL asked about requirement that participants pay a deposit. SD explained importance of deposit, when participants drop out and club is stuck with expenses. MS suggested specifying that deposit is only refundable subject to non-refundable expenses incurred by YKSC when races are cancelled. GL questioned whether deposit is necessary for all programs. LM suggested that deposits could be administered by keeping track of balance that skier has with club – i.e. not necessarily a separate cheque for each race. GL suggested that club should not use 15-passenger vans. BW suggested that trip coordinators should request winter tires on rental vehicles where warranted. GL suggested that policy should be made generic, in order to apply to all programs. Board discussed necessity of having criminal records checks for trip coordinators-chaperones. MS to develop Volunteer / coach code of conduct policy that will include criminal records checks, and separate these from travel policy. MS to distribute version of travel policy with changes by email, along with code of conduct policy.
	3. Budget Process – JS – KH has distributed budget documents. Board members should make their requests, and be sure to include amounts for miscellaneous expenditures, not just small items. Noted that Board approves budget, and should do this before AGM so that we can present approved budget and not leave this task to next board.
4. **Roundtable Updates**

BW noted that groomers have been coordinating their work among themselves. BW to order new comb for Ginzu groomer after confirming with groomers.

LM – had meeting with coaches. Things going well. Bragg Creek races have been moved to start of April (Loppet weekend). Noted Valentines Day ski went well.

GL – Stove has been installed in Biathlon building, and stove has been operational. GL will compare cost with previous propane bills when we have enough data. We are expecting lower-than-estimated rental revenues for this year by about $3000.00. Fire marshal inspected building and identified deficiencies to be remedied. GL noted that, although we do not need to do changes to meet new Building Code, we do need to do upgrades when new Fire Codes are introduced. GL will discuss with building committee what work needs to be done. This may involve moving where certain items are stored. Noted that club has booked building for weekend of loppet in order to ensure availability of tables. GL will put request for new tables in budget. Suggested we could rent them out.

JS suggested that we should develop brochure / handout about YKSC, as well as one about chalet. JS went to Rotary lunch on Feb 6 and is going to Rotary Dinner. May be able to recruit volunteers. NWT Ski Day went well. Participated in NWT Ski Division phone call. Also participated in meeting with City about 2023 Canada Winter Games. Would be a major event. Individual who ran Yukon CWG told meeting that it was very successful for the Yukon and encouraged Council to do it. May require major investments in facility (e.g. widening stadium). Board suggested that JS propose to city that games be held later (i.e. in late March rather than February) given temperatures in February.

1. **Schedule Next Meetings**

Tuesday April 1, 7pm

1. **Adjourn –** RM moved to adjourn, seconded by DP. Motion adopted.

**ITEM 3.1**

**Board Meeting Agenda Item Submission**

**March 4, 2014**

**Title: Ski Club Logo**

**Lead: Richard McIntosh**

**Purpose:** \_\_\_\_\_ For Information \_\_\_\_X\_\_ For Decision \_\_\_\_\_ Consent Agenda

**Background** (See attached)

**Draft Motion**

That Logo Number (1,2, or 3) be adopted as the new logo of the YKSC.

**Cost and Budget Authority**

**Policy or Strategic Plan Alignment**

**Prior Consultation**

Mark with an ‘X’ or otherwise list those people with whom the presenter has already consulted regarding the proposal.

|  |  |  |  |
| --- | --- | --- | --- |
|  | President |  | Vice President |
|  | Treasurer |  | Secretary |
|  | Registrar |  | Director of Facilities |
|  | Director of Trails |  | Director of Communications |
|  | Director of Programs |  | Director of Events |
|  | Director of Volunteers |  | Director of Fundraising |
|  | Past President |  |  |
| Others: | Board of Directors |  |  |

**Time Required:** 20 Minutes

**Supporting Documents or References (**See attached)

**ITEM 3.2**

**YELLOWKNIFE SKI CLUB – TRAVEL POLICY**

This Policy pertains to out of town races approved by coaches and parents of the Yellowknife Ski Club (YKSC) Biathlon, Track Attack and High Performance Programs at the first Coaches and Parents Meeting of a ski season. It consists of the Policy itself and six appendices.

**1.0 Eligigility of Skiers/Biathletes**

Eligible Skiers/biathlete are those who:

* Are members in good standing of the Yellowknife Ski Club (YKSC);
* Are members in good standing of the YKSC Biathlon, Track Attack or High Performance programs;
* Adhere to the YKSC Out of Town Race Code of Conduct (section 3.0 below);
* Maintain a minimum of 75% attendance at practices and fund raising activities, in a given year, July 1 to June 30 (Exceptions may be made for documented reasons);
* Have the approval of the Program Coordinator that a given race is appropriate for their development as a skier/biathlete.

**2.0 Obligations of Skier/biathlete and his/her Family**

Skiers/biathlete wishing to attend of town races shall:

* Meet all deadlines for required paperwork and forms including deposit where needed;
* Participate in fundraising activities before and after the race;
* Complete a race application form for the race in question, a Travel Permission form and an Emergency Medical Information form (Appendices B, C and D.) In the case of skiers/biathletes under the age of 19, these forms must be signed by the skier/biathlete’s parent or guardian;
* Follow the race itinerary arranged by the Coach/Trip Coordinator/ Chaperone. Anyone wishing to deviate from the trip itinerary – for example different flights, different accommodation – will make their own arrangements;
* Skiers/biathlete over the age of 14 must carry photo ID as required for airline travel;
* Comply with reasonable requests and directions of the coaches and chaperones during travel and competition; and
* Pay any monies owing within 5 days of being advised of same.

**3.0 Code of Conduct**:

Skiers/biathletes traveling to out of town races are representatives of the YKSC and must conduct themselves accordingly. Any skiers/biathlete whose conduct is deemed by the coaches and chaperones to jeopardize the welfare of the themselves, other skiers/biathletes, the Biathlon, Track Attack, High Performance Ski Team (HPST), or the YKSC, shall be sent home by public transportation at the expense of the skier/biathlete and his/her family. The coach will notify the parents of the transportation arrangements. Depending on the severity of the behaviour, further disciplinary action may be imposed by the YKSC.

**4.0 Financial Support and Obligations**

It is expected that a skier/biathlete will be required to cover all the costs associated with a race. This may include travel and accommodation costs, equipment and supplies, and covering travel costs for the coach and trip coordinator-chaperone.

Every effort will be made to provide an estimate of costs prior to the trip.

In some cases a deposit may be required to secure a position on the travelling team.

* If a skier/biathlete cancels their participation less than 2 weeks prior to the race the deposit will be forfeited.
* If a race is cancelled any deposit made to the YKSC will be refunded in full, minus any non-refundable expenses incurred by YKSC.

In the event that a skier/biathlete is unable to travel, for any reason, after an airline ticket has been purchased in his/her name:

* If the ticket is non-refundable the skier/biathlete and his/her family will purchase the ticket and pay any related travel agent/airline costs to the YKSC; and
* If the ticket is refundable, it will be refunded, and the skier/biathlete and his/her family shall pay any related travel agent/airline costs.

# 5.0 Coaches

Out of town races have to be developmentally appropriate for the skier/biathlete and their coaches as well. The Program Coordinator will identify the coaching requirements for each out of town race and the particular level of certification and experience required. Coaches who meet those requirements will be invited to participate. The Program Coordinator will designate a coach for each out of town race.

As a general guideline the ratio of skiers/biathletes to coach should be 5:1. When there are more than ten skiers/biathletes traveling, and depending on the age and experience of the skiers/biathlete, the Program Coordinator may decide to designate additional coaches.

Coaches must:

* adhere to the policies and procedures of the YKSC; and
* adhere to the YKSC Coaches Code of Conduct (Appendix E).

In cases where there is more than one coach traveling, a head coach will be assigned by the Program Coordinator and be responsible for ensuring that various responsibilities are covered (see Appendix A for detailed job duties).

**6.0 Trip Coordinator/Chaperone**

In the event there are only a few skiers/biathletes and they are the same gender as the coach, a trip coordinator-chaperone may not be needed.

A trip coordinator-chaperone will be selected by the Program Coordinators for each out of town race. The trip coordinator-chaperone is responsible for all logistics associated with an out of town race as well as assisting in ski preparation (waxing) (see Appendix A for detailed job duties).

The trip coordinator-chaperone must:

* assist in equipment maintenance and preparation;
* submit a vulnerable-sector criminal records check to the Program Coordinator;
* adhere to the policies of the YKSC; and
* adhere to the Volunteer Code of Conduct (Appendix F).

As a general guideline, the ratio of skiers/biathletes to coach and trip coordinator-chaperone combined should be about 5:1. Depending on the number and age of skiers/biathletes, additional trip coordinators-chaperones of either gender may be required. In this event, one trip coordinator-chaperone will be designated as the lead and will ensure that the various responsibilities are covered.

Program Coordinators will consider the following when choosing a trip coordinator-chaperone:

* whether or not the applicant has a skier/biathlete attending the race;
* other volunteer involvement in program activities; and
* demonstrated previous experience in this role.

**7.0 Gender**

For each gender represented among the participants, there must be at least one adult (coach, trip coordinator or chaperone) of the same gender. An exception can be made where one of the adults is related to all of the children of the opposite gender.

**8.0 Vehicles**

15-passenger vans are not to be used for transport of participants.

**APPENDIX A - DETAILED JOB DUTIES FOR OUT OF TOWN TRAVEL**

**1.0 Coach**

The coach for an out-of town race has the certification level appropriate for the race in question, and has the following responsibilities:

Before the race:

* Provide skiers/biathlete with information on the race, including deadlines for submission of forms;
* Provide skiers/biathlete with registration forms for the race;
* Collect completed registration forms and verify information provided by the skiers/biathlete;
* Where appropriate, collect race registration fees;
* Complete and submit the races’ registration summary sheet, and any other required information, to the races coordinator; and
* If the race coordinator does not require the completed registration forms and fees in advance, these should be provided to the trip coordinator-chaperone.

When traveling:

* Assist the trip coordinator-chaperone with responsibilities related to airline check in, retrieving luggage, vehicle rental and hotel check in.
* Be prepared to drive rental vehicle, if required.
* Develop a schedule for meal times, lights out, wake up, departure for the race venue.
* Assist in waxing, or depending on the age of the skier/biathlete, wax skis
* Conduct curfew/ bed checks.
* Remind skiers/biathlete of the Code of Conduct and that they are expected to conduct themselves as members of the YKSC
* Jointly decide with the trip coordinator-chaperone if a skier/biathlete should be sent home as per the Code of Conduct. Communicate same, as well as travel arrangements, with skier/biathlete’s parents.

At the race:

* Attend all coaches meetings;
* Coach skiers/biathlete;
* Keep times for skiers/biathlete and check these with the official times once posted;

After the race:

* Provide the Program Coordinator with a race summary in a timely fashion following the competition.

2.0 Trip Coordinator/Chaperone

The trip coordinator-chaperone is responsible for all logistics associated with an out of town race. This enables the coach to focus on coaching and skiers/biathletes on performing their best. Specific responsibilities include:

Before the race:

* Booking travel;
* Booking accommodation;
* Assigning rooms;
* Arranging appropriate ground transportation, including details such as winter tires/chains on rental vehicles where warranted by weather conditions;
* Developing an information sheet for skiers/biathlete/parents – what time to be at the airport, what to bring, which meals they will buy, contact information, etc.;
* Obtaining medical information and written parental consent for skiers/biathlete’ participation; and
* Gathering first aid kit, and any other necessary equipment.

When traveling:

* Keeping tickets, passports (if requested);
* Assisting skiers/biathlete with check in if necessary;
* Driving rental vehicle;
* Checking into hotel/rooms;
* Buying groceries for breakfasts (in the hotel) & lunches/snacks if required;
* Coordinating schedule with the coach - meals times, lights out, wake up, departure for race venue;
* Waxing skis of younger skiers/biathlete and assisting other skiers/biathlete as needed; and
* Conducting curfew and bed checks.

At the race:

* Paying registrations if they weren’t required in advance;
* Keeping wallets and other valuables as requested;
* Setting out and replenishing drinks, lunches and snacks;
* Checking the race schedule and making sure skiers/biathlete are ready for their races;
* Waxing skis of younger skiers/biathlete or other skiers/biathlete as needed; and
* Performing basic first aid as required.

After the race:

* Tallying up all expenses and informing the YKSC Treasurer and skiers/biathlete what is owed per skier/biathlete

Other:

* Coordinating free time (if any) activities;
* Doing whatever allows the coach to coach and skiers/biathlete to ski their best – general care and maintenance of the skiers/biathlete;
* Chaperones often pay costs of travel and accommodation up front and to be reimbursed by the YKSC Treasurer upon providing receipts

**APPENDIX B -** **OUT OF TOWN RACE APPLICATION**

***Submit this form, and a $100 deposit to\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, by \_\_\_\_\_\_\_\_\_\_\_***

|  |  |
| --- | --- |
| Name of Skier/biathlete | Age on previous Jan 1 |
|  |  |

|  |  |  |
| --- | --- | --- |
| Name of Race | Dates | Location |
|  |  |  |
| Specific Race Criteria:Racing Licence:  |

**Eligibility**

In order to be accepted to travel to an out of town race, skiers/biathlete must:

* be members in good standing of the Yellowknife Ski Club;
* adhere to the Out of Town Races Code of Conduct;
* meet specific criteria set by the Program Coordinator for the race in question, if any;
* have the approval of the Program Coordinator that a given race is appropriate for their development as a skier/biathlete;
* maintain a minimum of 75% attendance at practices and fund raising activities in a given year, July 1 to June 30. (Exceptions will be considered for documented reasons); and
* Attend local and territorial races in a given season. (Exceptions will be considered upon written request.)

# Financial Support and Obligations

Following the trip the skier/biathlete’s family shall pay any monies owing to the YKSC Treasurer within 5 days of being advised of the same.

If a skier/biathlete cancels their participation less than 2 weeks prior to the race the deposit will be forfeited.

If a race is cancelled any deposit made to the YKSC will be refunded in full, minus any non-refundable expenses incurred by YKSC.

In the event that skier/biathlete is unable to travel, for any reason, after an airline ticket has been purchased in his/her name:

* If the ticket is non-refundable, the skier/biathlete and his/her family will purchase the ticket and pay for any related travel agent/airline costs to the YKSC.
* If the ticket is refundable, it will be refunded, and the skier/biathlete and his/her family shall pay any related travel agent/airline costs.

**HPST ONLY**

* Financial support for the HPST has been allocated to assist eligible skiers/biathlete for travel to out of town races or other race related expenditures during this ski season according to the Ski Fund Policy.
* The financial support may be applied to any or all of the races for which a skier/biathlete is eligible during the year.
* The amount of money a skier/biathlete may access for any one trip shall not exceed two thirds of the eligible costs. (For example, if the cost of transportation and accommodation is $600, a skier/biathlete could access $400 from the fund.) The remaining one third is the responsibility of skier/biathlete’s family.

I have read and understand the above information and agree to the financial obligations.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature of parent Date

**APPENDIX C - TRAVEL PERMISSION FORM**

Having read und understood the information provided on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (name of race/event)

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ do hereby give permission for

 (name of parent)

my son / daughter \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (name of child)

to travel to and from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ with \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ and

 (City, Prov\Territory) (name of coach)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, of the Yellowknife Ski Club, between the dates of

(name of chaperone)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_.

**Code of Conduct**:

Skiers/biathletes traveling to out of town races are representative of the Yellowknife Ski Club and must conduct themselves accordingly. Any skiers/biathlete whose conduct is deemed by the coach(es) and chaperone(s) to jeopardize the welfare of him/herself, other skiers/biathletes, the team or the club shall be sent home by public transportation at the expense of the skier/biathlete and his/her family. The coach will notify the parents of the transportation arrangements. Depending on the severity of the behaviour further disciplinary action may be imposed by the YKSC.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Skier/biathlete Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of parent or guardian Date

 **APPENDIX D – EMERGENCY MEDICAL INFORMATION**

(Name and Dates of Race)

The following information is requested for emergency purposes only. If any of the skiers/biathlete traveling with us become ill or are injured we would like to be prepared to act quickly to assist.

­­­­­­­­­­­­­­­­­ (chaperone and coach) will retain the information for health or emergency purposes. It will not be made available to anyone else, except in the event of an emergency when the information will be provided to first aid and medical personnel. If any parent or participant has any concern with sharing this, please discuss this with the chaperone. We cannot travel with a skier/biathlete without appropriate emergency information.

For your information, if any skier/biathlete should be unable to return with the team due to a medical difficulty, arrangements would be made to have the skier/biathlete cared for until arrangements are made with the family or for the return home of the skier/biathlete.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Coach

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Skier/biathlete’s Name: Health Ins. # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Birth: Day Month Year

Mother' Name:

Phone: (Day) (Evening)

Father's Name:

Phone: (Day) (Evening)

Medical Conditions/Allergies:

Medications: Self-Administered: Yes No

 (If no, please discuss with coach or chaperone)

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (parent/guardian) hereby authorize, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ or \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (chaperone/coach) to arrange medical emergency treatment for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (son/daughter) as required.

Parent's Signature Date

**APPENDIX E – COACHES CODE OF CONDUCT**

**Yellowknife Ski Club**

**COACHES CODE OF CONDUCT**

*The Yellowknife Ski Club has adopted the following code and policy on \_\_\_\_\_\_\_\_\_\_\_\_\_, based on guidelines from Cross Country Canada.*

**Section 1 - Cross Country Canada “COACHES CODE OF CONDUCT”**[[1]](#footnote-1)

**Preamble**

1.       The athlete/coach relationship is a privileged one. Coaches play a critical role in the personal as well as athletic development of their athletes. They must understand and respect the inherent power imbalance that exists in this relationship and must be extremely careful not to abuse it. Coaches must also recognize that they are conduits through which the values and goals of a sport organization are channelled. Thus, how athletes regard their sport is often dependent on the behaviour of the coach. The following Code of Conduct has been developed to aid coaches in achieving a level of behaviour that will allow them to assist their athletes in becoming well-rounded, self-confident and productive human beings.

**Coaches’ Responsibilities**

2.       Coaches have a responsibility to:

a.       treat everyone fairly within the context of their activity, regardless of gender, place of origin, colour, sexual orientation, religion, political belief or economic status;

b.       direct comments or criticism at the performance rather than the athlete:

c.        consistently display high personal standards and project a favourable image of their sport and of coaching. For example, coaches should:

1)       refrain from public criticism of fellow coaches, especially when speaking to the media or recruiting athletes,

2)       abstain from the use of tobacco products while in the presence of their athletes and discourage their use by athletes,

3)       abstain from drinking alcoholic beverages when working with athletes,

4)       refrain from encouraging the use of alcohol in conjunction with athletic events or victory celebrations at the playing site, and

5)       refrain from the use of profane, insulting, harassing or otherwise offensive language in the conduct of their duties;

1. ensure that the activity being undertaken is suitable for the age, experience, ability and fitness level of the athletes and educate athletes as to their responsibilities in contributing to a safe environment;

e.       communicate and cooperate with registered medical practitioners in the diagnosis, treatment and management of their athletes' medical and psychological problems. Consider the athletes' future health and well being as foremost when making decisions regarding an injured athlete's ability to continue playing or training;

f.         recognize and accept when to refer athletes to other coaches or sport specialists. Allow athletes' goals to take precedence over their own;

g.       regularly seek ways of increasing professional development and self-awareness;

h.       treat opponents and officials with due respect, both in victory and defeat and encourage athletes to act accordingly. Actively encourage athletes to uphold the rules of their sport and the spirit of such rules;

i.         in the case of minors, communicate and cooperate with the athletes’ parents or legal guardians, involving them in management decisions pertaining to their children’s development; and

j.         in an educational institution, be aware of the academic pressures placed on student-athletes and conduct practices and games in a manner so as to allow academic success.

**Coaching Imperatives**

3.       Coaches must:

a.       ensure the safety of the athletes with whom they work;

b.       at no time become intimately and/or sexually involved with their athletes. This includes requests for sexual favours or threat of reprisal for the rejection of such requests;

c.        respect their athletes’ dignity. Verbal or physical behaviours that constitute harassment or abuse are unacceptable (the CCC definition of harassment, and the associated policy for harassment prevention and for investigation of alleged incidents can be found at document 1.8);

d.       never advocate or condone the use of drugs or other banned performance enhancing substances; and

e.       never provide under-age athletes with alcohol.

**Coaches’ Attestation**

1. This CCC Coaches Code of Conduct has been developed to be consistent with the Coaches Code of Ethics (Principles and Ethical Standards) promulgated by the Coaching Association of Canada.

The Yellowknife Ski Club Motion adopted on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ requires that all our coaches and ski leaders sign the attestation below, as confirmation that they understand and will comply with the undertakings herein:

*I have read and understand the above statements and agree to conduct myself in a manner that demonstrates the standards established in this CCC Coaches Code of Conduct and the Coaching Code of Ethics (Principles and Ethical Standards) available from the Coaching Association of Canada.*

*DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*WITNESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Send signed copies to*

Yellowknife Ski Club
Box 1598
Yellowknife, NT, Canada X1A 2P2

**APPENDIX F – VOLUNTEER CODE OF CONDUCT**



From *Ethics and Code of Conduct Policy*



1. For up-to-date CCC Code of Conduct Documents, refer to www.cccski.com [↑](#footnote-ref-1)