



# 2020-2021 Membership Agreement



## Vision

**White Rock Divers in a partnership between BC Diving endeavor to provide the highest quality diving training program and environment to BC's, and some of Canada's, best divers, utilizing the best equipment and the highest caliber of coaches.**

### Program Information

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All our programs are based on evaluations and are by invitation only. Divers invited to the Technical Foundations program display qualities and physical aptitudes that are indicative of future success in the sport of Diving.

Competitive Diving requires a lot of dedication, focus and discipline. If the athlete displays these qualities and a high degree of ability, he/she may be invited into a competitive program.

The coaches, upon consultation with the athletes' club coach or through an audition/tryout process, will advise athletes and parents of their offer to enter one of the program streams.

A customized training and competition program will be designed for each diver, leading towards his/her optimal growth and development in the sport. Divers and parents will be briefed on a regular basis on the diver's progress and programming.

We believe that coaches, athletes and parents are all partners in ensuring optimal athlete development and the overall success of this program. Therefore coaches, athletes and parents all share a responsibility and are expected to comply with standards of behavior that are consistent with the overall goals and objectives of (*insert club name*). (see Codes of Conduct-Schedule A)

### Athlete Commitment

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Athletes in the program are expected to display behaviors in training and competition that are consistent with excellence. This includes maintaining a positive attitude, arriving to practice and events on time, always striving to do one's best and practicing a healthy lifestyle that supports optimal performance, health and team building.

Please contact the coach to inform him/her if the athlete will be missing practice.

During training hours, cell phones are not permitted in the dry land area or on the pool deck. (*Club name*) will not be held responsible for the loss or theft of any personal items brought to the pool.

## **Coach Commitment**

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We are committed to creating an environment that reflects the values of excellence, personal development and sportsmanship. We pledge to give our best effort to bring out the athlete's best abilities, both in sport and character.

Coaches will abide by the **White Rock Divers** Code of Conduct (Schedule A).

## **Coach, Athlete and Parent Communication**

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We believe in an environment of open communication. Coaches will endeavor to ensure that athletes and parents are aware of all aspects of our diving program. For optimal success of the program, athletes and parents are expected to communicate with the coaches to ensure that coaches are aware of anything pertinent to the diver's experience. Please speak to us or call or email us if you want to discuss anything.

## **Competitions and Travel**

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The competition plan will be developed by the coach and communicated to parents and athletes.

All costs associated with competition are in addition to the general registration fees.

If unable to attend a competition following event registration, the host club will be advised. Depending on the policy of the host club, the diver may still have to pay the competition fees.

If travel is required for competition, athletes are responsible for their own travel costs.

*(Club name)* will book travel and accommodation for team meets if it is determined by the Head Coach that the team should travel together. Travel and accommodation will be booked through a preferred travel agent and cancellation insurance will be mandatory. *(Club name)* will not book travel or accommodation for parents.

Please complete, sign and return this page

**Acceptance**

I, \_\_\_\_\_, legal guardian or representative of \_\_\_\_\_ (athlete's name), declare that I have read, understand and agree to the terms as presented in (Club name) Membership Agreement.

Date:

Signature:

I, \_\_\_\_\_ (athlete's name), declare that I have read, understand and agree to the terms as presented in (Club name) Membership Agreement.

Date:

Signature:

**Release of Information (White Rock Divers/BC Diving)** permission to collect, print, publish, distribute, and otherwise use ("Use") the Diver's personal information including name, age, gender, diving achievements and other biographical information, photographs, videos, and other images or likenesses of the Diver, in which the Diver may appear, and statements and testimonials of or made by the Diver, for any advertising, publicity, or promotional purposes, including, without limitation, the right to Use same in any newsletter, promotional material or website developed or maintained by or on behalf of BC Diving

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Parent Name: \_\_\_\_\_

Signature: \_\_\_\_\_

## **Schedule A: Code of Conduct**

### **Athlete Code of Conduct**

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1. Athletes are expected to show respect for coaches, officials, volunteers and other athletes at all times.
2. Athletes are expected to show responsible behavior at all times. This means being on time for training, helping other athletes accomplish their goals, assisting in keeping the pool deck and dry land area clean and tidy.
3. Athletes are expected to report any defective or malfunctioning equipment immediately.
4. Athletes shall not engage in behavior that is unsportsmanlike, disruptive, disrespectful, harassing, abusive, racist, sexist, dangerous or criminal. Will result in immediate dismissal, probation and/or investigation.
5. Smoking of cigarettes or drinking by persons under the age of 19 is prohibited. Divers of legal age will refrain from smoking and drinking while attending competitions.
6. The use, consumption and/or possession of drugs are forbidden unless prescribed by a Medical Doctor. If a drug has been prescribed, the coach and chaperone must be informed.
7. Athletes are not to promote rumors or gossip.
8. Athletes are expected to be a good example for others.
9. No beverages, other than water in the dry land or on pool deck.
10. Never use a piece of equipment or attempt any skill without your coach's consent.
11. A coach must be present in the training area before entering.
12. Athletes will be expected to be on time at the venues and check in with their coach upon arrival at the venue. Late arrival may mean being unable to compete.
13. No food in dryland area, pool deck or club mats. Food must be eaten in designated eating areas.

### **Competition Protocols**

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To assist in creating a safe, optimal competitive environment for divers during competition, the following guidelines have been devised. In addition, to the Diving Canada Code of Conduct, all White Rock Divers divers are expected to adhere to the following rules:

1. If at any time during travel a diver must leave the entourage, a coach must be informed.
2. To leave the defined pool area; a coach must be informed.
3. To leave an assigned room at any time, a coach must be informed.
4. If a diver leaves the team entourage, the pool area, or their room, they may be asked to do so with at least one other person. This is commonly known as the “Buddy System”. The coach must be aware of all people involved.
5. Curfews that are imposed on a daily basis must be strictly followed.
6. If competitors from other teams are in a White Rock Divers room, the door must remain wide open.
7. If a member of the opposite sex is in a White Rock Divers room, the door must remain wide open.
14. White Rock divers are not allowed inside the rooms of divers from other clubs unless special permission from both coaches involved has been given.
15. To ensure a professional appearance, White Rock Divers policy on attire while attending competitions is very strict. Athletes are expected to wear either their Home Club, White Rock Divers branded tracksuit, or as directed by their coach.

The penalty for not following these rules could range from a simple warning to the Diver not being permitted to dive in their next event.

### **General Disciplinary Action**

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Any (*Club name*) member who feels that the Code of Conduct may have been violated should advise the Head Coach.

Upon determining the incident is a violation of the Code of Conduct, the following consequences may be followed depending on the severity of the violation:

- Verbal reprimand (first offense)
- Written reprimand and warning
- Placement on probationary membership
- Suspension from the program, event or competition
- Removal from competition and sent home (at the individual’s expense)
- Requirement to make restitution to any party or parties for damage
- Suspension (temporary or permanent) from future programs, events or competitions.

Non-compliance with the Code of Conduct by an athlete will result in the following disciplinary progression:

The coach shall discuss the infraction with the athlete and their parent/guardian and enforce appropriate penalties. A confidential written record of the discussion will be signed by both parties.

Repeated non-compliance will result in a meeting with the athlete, the parent/guardian and the coach. If the result of this meeting is not satisfactory one of the following will take place:

- A probationary period

- A suspension
- Termination of membership

## Parent Code of Conduct

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In a competitive sport environment, emotions and expectations can run high. When entrusting your child to a high level coach, you are showing faith in the coach's ability to enable your child to be their best in their chosen sport.

*(Club name)* appreciates the trust that you have placed in our coaches and this is not something we take lightly. We give you our word that we will give our best effort to bring out your child's best abilities, both in sport and character.

This faith in the coach, comes with a few assumptions:

1. The coach is entrusted develop a training and competition program that is appropriate for your child. On occasion, as a parent, you may not agree with the coaches programming decisions. While the coach's decisions are final, they will always appreciate and consider parental feedback.
2. Communication between the parent and the coach are very important. If there is a concern that you would like to have addressed, please make an appointment by emailing your coach directly. The coach will contact you personally to arrange time and date for a meeting.
3. It is expected that the parents will be encouraging and support the decisions of the coach. If there is a difference of opinion between the coaches and the parents, it is expected that all communications will occur in a calm manner, until a suitable arrangement can be agreed upon.
4. Above all, the coach, the athlete and the parent(s) must agree that all decisions are for the wellbeing of the athlete and will continue to foster a love of diving.

## Coaches Code of Conduct

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As per the DPC Conduct Policy, *(Club name)* coaches will:

1. Consistently display high personal and professional standards and project a positive image of the sport and of coaching;
2. Ensure a safe training environment by selecting activities and establishing controls that are suitable for the age, experience, ability and fitness level of athletes;
3. Actively assist in sustaining the present and future health of athletes by communicating and cooperating with registered medical practitioners in the diagnosis, treatment and management of injuries and other associated health or fitness problems;



4. Educate athletes about the dangers of drugs and performance enhancing substances;
5. Accept and promote athletes' personal goals and, as need and opportunity arises, refer athletes to other coaches and sports specialists;
6. In the case of minors, communicate and cooperate with the parents/guardians of athletes and involve them to an appropriate degree in decisions pertaining to the athlete's development;
7. Consider the academic pressure placed on student-athletes and respect the importance of academic success;
8. Avoid any behavior that abuses the power imbalance inherent in the coaching position to
  - a. Establish or maintain a sexual relationship with an athlete that he or she is coaching, or
  - b. Encourage inappropriate physical or emotional intimacy with an athlete, regardless of the athlete's age.

## Schedule B: Hours of Training and Fees

Program	Months	Days per Week	Hours per Week	Annual Cost	Payment Structure	Fees Include
<b>Technical Foundations 1</b>	10 (Sept-June)	3	6		2 payments : - Oct 1st - \$ - Feb 1st - \$	Dryland, pool time and coaching fees
<b>Technical Foundations 2</b>	10 (Sept-June) + 2 weeks *summer training	3	9		3 payments : - Oct1 <sup>st</sup> - \$ - Nov 1st - \$ - Feb 1st - \$	As above, plus coach competition travel fees
<b>Competitive Foundations</b>	10 (Sept-June) + 2 weeks *summer training	4	~12		3 payments : - Oct 1st - \$ - Nov 1st - \$ - Feb 1st - \$	As above
<b>Competitive</b>	12 (Sept-Aug)	5	~15		3 payments : - Oct 1st - \$ - Nov 1st - \$ - Feb 1st - \$	Dryland, pool time, strength & conditioning, coach competition travel fees
<b>High Performance</b>	12 (Sept-Aug)	6	24		3 payments : -Oct 1st - \$ - Nov 1st - \$ - Feb 1st - \$	As above, plus strength and conditioning, sports science/sport medicine, including limited physiotherapy*.

\*A limited amount of physiotherapy is available to athletes.

Variations in coaching staff may occur during competition season when coaches travel with athletes to training camps or competitions. These temporary variations may impact the athlete's training schedule slightly.

\*Divers in our Technical Foundations 1 are eligible for a (club) discount for one of our Summer Camps (\$ /week). Divers in Technical Foundations 2 or Competitive Foundations are eligible for 2 weeks of summer training. They may register for additional weeks for (\$ /week).

### Payment Policy

Fee payments should be made by E-Transfers if possible. Credits Cards and cheques will be accepted but will be subject to a 3.5% fee. Cheques should be made payable to **(Club name)**. Any returned payments will be subject to any bank charges plus a \$30.00 surcharge.

Credit cards on file will be billed on the above dates. There will be a \$50.00 late fee for any payments received after the due date.

Training fees do not include the yearly BC Diving registration fee, and do not include the diver's competition registration fees, travel and accommodation expenses.

## **BC Diving Insurance and Registration**

All athletes must register and pay a BC Diving annual insurance and administration fee. For HPAD athletes who are representing their home Club, this registration and payment must be done through their home Club. Athletes representing (club) will be invoiced the BC Diving registration fee in October.

*\*These fees are subject to change.*

In all cases accounts must remain in good standing. Any accounts that fall into arrears will be dealt with by (*Club Name*) and action will be taken up to and including the diver's right to be on deck to train or compete. Additionally, the diver will not be allowed to travel with the team until such time as outstanding balances are addressed.

(*Club name*) does not require mandatory volunteer hours, bingos, dry land/pool deck cleaning or social fees.

## **Refund or Cancellation Policy**

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### **1. Introduction**

- a. All athletes training shall pay the required registration fees.
- b. Any athlete wishing to terminate their registration, before or during the same diving season, is required to inform the Head Coach stating the reason for termination as outlined below.

### **2. Termination**

- a. Voluntary termination of membership
  - i. If the refund request is made before September 30<sup>th</sup> the athlete will receive a refund of his/her registration fee, less an administration fee of \$500.00.
  - ii. If the refund request is made after September 30<sup>th</sup>, no refunds will be issued but future fees will not be charged.
- b. Program Cancellation  
A program may be cancelled by (club) due to various reasons and in such cases

refunds will be made for the remainder of the season.

**3. Procedure**

A request for a refund of the registration fee must be made in writing. This request can be sent by e-mail to:

The refunded amount will be pro-rated on the date (club) receives the request.

# (insert club name)

## Travel Policy

### GENERAL PRINCIPLES:

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- The policy below applies to all to competitions throughout the year (local, regional, national and international).
- Coaches are responsible for the athletes while they are at the pool or team activities.
- Parents are responsible for the athletes while not at the pool or participating in a team activity.
- Unless special circumstances exist, the team, including divers with their parent(s), and the coaches will stay in the same hotel for competitions.

### ROLES AND RESPONSIBILITIES

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#### Head Coach

- Develop and communicate all competition related schedules
  - Arrival / Departure
  - Training and competition times, including arrival times
  - Other team events
  - Curfews
- Responsible for athletes during all team related activities (training, competition and other team activities).
- Booking of hotel and all coach/staff travel (unless delegated to other staff or parent volunteer)
- Team Leader and primary spokesperson

#### Athletes

- Represent yourself, teammates and club with pride and decorum.
- Respect team schedules whenever possible, BE EARLY!
- Respect Team Code of Conduct
- Respect host facilities and all related venues (hotels, restaurants, etc)
- Check in with personal coach upon arrival at pool or team activities and inform them of departure from the same.
- Be a role model and support to younger teammates.

#### Parents/Family

- Parents are responsible for making their athletes and own travel and accommodation arrangements based on block booking and related arrangements

made by Head Coach or designate.

- Parent/guardian is responsible for their child throughout the entire duration of the competition except during team related activities (training, competition and other team activities).

## **Parents Liaison**

- A Parents' Liaison shall be appointed by the Head Coach to serve as a point of contact between the coaching staff and the travelling parents. This individual may also be asked to assist with general coordination of team related activities throughout the competition period (team meals, meetings, other social activities).

## **CONDUCT**

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All behaviour is governed by the (club name) Code of Conduct. Any of the roles identified above require behaviour that both promote the (club name) and the sport of diving in a positive light.

Any diver found to have broken the law will be removed from the competition and all related competition activities immediately.

## **PREPARATION**

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A meeting between the Head Coach & Parents' Liaison will take place prior to each meet to discuss travel details and determine athletes attending.

All travel details from athletes traveling will be collected by the Head Coach or designate.

A detailed itinerary/schedule will be developed by the head coach and circulated to all athletes' families within 2-4 weeks of travel.

## **NUTRITION**

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Athletes are to consume nutritious food leading up to competition and during competition. The most important part of travel and food is staying on the same type of diet that you maintain at home. Good nutrition starts at home and should be maintained at meets. Travel with nutritious snacks to eliminate the risks of not being able to access such foods while away from home.

## **TEAM CLOTHING**

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Athletes must wear Team Track Suits at all competition and training venues and on the awards podium.