

# Coaching Code of Conduct

1. *The Fernie Nordic Society expects the following of our Coaches:*

- Prior to the season starting, our Coaches must attend coaching clinics (as coordinated by Fernie Nordic Society and delivered by Cross Country BC, completing at minimum the Introduction to Community Coaching course)
- Our season typically starts beginning of December and we coach each Saturday morning until the end of March
- Coaches are expected to be available each Saturday from 10am to 12 noon; teaching from 10.30am-11.30am. Track attack begins 15 minutes earlier.
- Each Saturday you will be expected to collect and return your Coaches' Bin
- Coaches are expected to assist with any or all of the various activities required to run our club, a few are listed below:
  - Distribution of gear
  - Registration Fair
  - Gear Fitting Day
  - Coaches meetings
  - Cleaning of gear
  - Volunteering at Events
- Adhere to the 4:1 ratio of coach:kids
- Adhere to the following cold weather policy:
  - Use discretion with regards to cancelling outdoor lessons if the temperature falls below minus 20 degrees Celsius
  - No outdoor lessons in the event of extreme wind or other unsafe weather conditions (lightning, severe hail, etc.)
  - Jack Rabbit leaders should consider the following safety measures when skiing with young children during cold days (temperatures below - 10C).
    - If children are inappropriately dressed they should be excused from the session and their parent should be notified.
    - Inform skiers and parents that a hat should be worn at all times. Ensure ears are covered to avoid frostbite.
    - Bring children inside when they say they are cold.
    - Choose areas that are protected from the wind and avoid activities in open areas.
    - Keep the young children close to lodge in the event that someone does get cold.
    - Allow additional time to warm-up; it takes longer to get the body warmed-up for sport activity in cold weather.
    - If in doubt cut the session short.
- Obtain a police check; see appendix for details
- Facilitate lessons in a manner that ensures the safety and enjoyment of the participants
- Ensure lessons are achieving the objectives of the age group, as per the skills outlined in the FUNdamentals program. Coaches are expected to review the skills booklets with the participants at least once during each lesson (See below for more detail on coach expectations).
- Sign the Coaches Code of Conduct and return to Clark Weber

2. *What is the National Coaching Certification program?*

The National Coaching Certification Program (NCCP) is a coach training and certification program offered in over 65 sports in Canada. The principal objective of the program is to develop the abilities of coaches working with athletes at all levels, from the community level through to high performance sport.

More than 1,000,000 coaches have taken part in training, education and certification activities offered by the NCCP since its inception. This has enabled them to acquire coaching knowledge and skills aimed at:

Providing athletes with a positive sport experience;

- Meeting the needs of athletes; and
- Providing athletes with opportunities to achieve their potential in and through sport.

The NCCP is a collaborative program of the government of Canada, provincial/territorial governments, national/provincial/territorial sport organizations, and the Coaching Association of Canada.

### *3. The NCCP Philosophy*

In the NCCP, coaching is about helping other people improve and achieve their goals in and through sport; it is also about creating an environment in which this can take place.

The aim of the NCCP is to:

- Provide every athlete in a sport program with a positive experience  
Every individual who chooses to participate in a sport program must have the opportunity to have a positive experience. The benefits and satisfaction must be such that he/she will be motivated to keep participating.
- Provide an opportunity for athletes to achieve their full potential through sport  
Each individual has unique interests, abilities and talents. Each athlete must have an equal opportunity to explore his or her interests and to develop his or her skills and abilities. Sport programs must represent a suitable challenge to each athlete, given his or her goals and capabilities.
- Use sport as a personal development tool  
Sport enables athletes to challenge themselves, the environment and others. It also gives athletes an opportunity to interact with others. While sport itself is neither good nor bad, it can be a vehicle for good.

#### 4. *An Overview of Cross Country Canada*

Cross-country skiing is governed within Canada by three levels of organization: clubs (i.e. local); divisions (i.e. provincial/territorial); and Cross Country Canada (i.e. national). All of these levels need to function in harmony if the potential of cross-country skiing is to be harnessed effectively for Canadians. In this respect, our sport operates as a “community of communities”, with the enjoyment of the sport being the common denominator that links and motivates skiers within communities and local or regional communities within a national structure.

##### Clubs - The Foundation

Clubs are created by cross-country skiers at the community level in order to provide for their immediate needs. Clubs are the foundation of Cross Country Canada (CCC). They offer a social and/or competitive environment in which members can enjoy the sport; they attract skiers; they deliver programs for children, youth, adults, racers, officials and coaches; frequently they offer access to trails; and they create a national footprint. When clubs prosper, the sport flourishes. Clubs can be costly to operate, and their major source of revenue is the fee they charge their members. Thus by paying club fees, individual members are both paying for the services they receive locally and helping to build the sport more universally. However, most clubs cannot exist in isolation. To achieve their goals, they need the benefit of provincial and federal funding; they need to cooperate with other clubs to create critical mass and flexible experiences; they need an external system which can continue to support and develop the competitive skiers who outgrow the club environment; and most of all they need access to the properly designed, structured and standardized cross-country ski programs for which they are the delivery vehicle.

#### 5. *The Role of the Community Coach*

The principal responsibility of the community coach is to teach FUNdamental movement skills and FUNdamental sport skills (physical literacy) to children at appropriate stages during their development, and to link skill development activities together with play. All basic cross-country ski skills (both classic and skating) should be acquired before the end of the “FUNdamentals” stage of a child’s development (before ten years of age).

Community coaches may have one of the following roles in their club:

- **Club Coach.** Club coaches lead group skill development sessions. If the participants are under six years of age, this role may be filled by community coaches “in training”, but if the group is six years of age and older, these individuals should be “certified” community coaches - technically competent, good role models and able to present the program well.
- **Team Leader.** If your club skill development program is large, it may be necessary for one of the coaches to take the role of “team leader” in order to oversee the planning and coordination of all the group sessions. This person should have a good understanding of the program.
- **Assistant Coach.** Assistant coaches provide support to the coach who is leading a group.

Skill development during the “FUNdamentals” stage of athlete development (children six to nine years of age), at which the community Coaching program is directed, should be well-structured, positive and FUN!

## 6. *Your Major Functions and Tasks as a Coach*

### **Coaches have a responsibility to:**

- treat everyone fairly within the context of their activity, regardless of gender, place of origin, colour, sexual orientation, religion, political belief or economic status;
- direct comments or criticism at the performance rather than the athlete;
- consistently display high personal standards and project a favourable image of their sport and of coaching. For example, coaches should:
  - refrain from public criticism of fellow coaches, especially when speaking to the media or recruiting athletes,
  - abstain from the use of tobacco products while in the presence of their athletes and discourage their use by athletes,
  - abstain from drinking alcoholic beverages when working with athletes,
  - refrain from encouraging the use of alcohol in conjunction with athletic events or victory celebrations at the playing site, and
  - refrain from the use of profane, insulting, harassing or otherwise offensive language in the conduct of their duties;
- 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;
- 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;
- recognize and accept when to refer athletes to other coaches or sport specialists. Allow athletes' goals to take precedence over their own;
- regularly seek ways of increasing professional development and self-awareness;
- 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;
- 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
- in an educational institution, be aware of the academic pressures places on student-athletes and conduct practices and games in a manner so as to allow academic success.

## Coaching Imperatives

Coaches must:

- ensure the safety of the athletes with whom they work;
- 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;
- respect their athletes' dignity. Verbal or physical behaviours that constitute harassment or abuse are unacceptable
- never advocate or condone the use of drugs or other banned performance enhancing substances; and
- never provide under-age athletes with alcohol.

# Appendix

## Police Checks

The Criminal Records Review Act was passed in 1996 and was originally designed to help protect children from individuals whose criminal record indicates they pose a risk of physical or sexual abuse. In 2009, the Criminal Records Review Act was expanded to help protect vulnerable adults from physical, sexual or financial abuse. In 2013, the Act was expanded to support the volunteer sector in British Columbia by providing free criminal record checks to volunteers working with children or vulnerable adults in public or non-profit organizations that decide to opt into the Criminal Records Review Program (CRRP).

All individuals who work with children or vulnerable adults directly, or have or potentially have unsupervised access to children or vulnerable adults in the ordinary course of their employment, or in the practice of an occupation, or during the course of an education program and who are employed by or licensed by, or receive regular ongoing operating funds for core programs from the provincial government are covered under the Criminal Records Review Act.

All applications can be processed online by following the link and using the access code below. There is a walk through guide link included if needed as well. There is no charge for this service.

Online Link: <https://justice.gov.bc.ca/eCRC/>

Access Code: LBYGFLDF36

<http://www.pssg.gov.bc.ca/criminal-records-review/shareddocs/walk-thru-guide.pdf>

# Please SIGN the Coaches Code of Conduct and return to Nancy Reid

## **Coaches' Attestation**

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. Divisions and Clubs of CCC are encouraged to require their coaches and ski leaders to 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:** \_\_\_\_\_