

# The Kitchener Waterloo Diving Club

## Parents' Manual



### **Our Mission Statement:**

“To promote the sport of diving throughout the community by providing a safe, fun, competitive environment for individuals of any age to participate to the fullest of their abilities.”

[www.kwdivingclub.org](http://www.kwdivingclub.org)

## **Introduction**

Welcome to the Kitchener-Waterloo Diving Club (KW Diving Club). We hope that your involvement with the club will be enjoyable and rewarding, as it has been for many others over the years.

The purpose of this manual is to provide members with a better understanding of the sport of diving, as well as the KW Diving Club's organization and operation.

## **Guiding Principles**

The KW Diving Club is committed to the following principles:

### **Go For It!**

Rise to the challenge- always strive for excellence. Discover how good you can be.

### **Play Fair**

Play honestly - obey both the letter and spirit of the rules. Winning is only meaningful when competition is fair.

### **Respect Others**

Show respect for everyone involved in creating your sporting experience, both on and off the deck. Win with dignity and lose with grace.

### **Keep it Fun**

Find the joy of sport. Keep a positive attitude both on and off the deck.

### **Stay Healthy**

Place physical and mental health above all other considerations - avoid unsafe activities. Respect your body and keep in shape.

### **Include Everyone**

Share sport with others. Ensure everyone has a place to play.

### **Give Back**

Find ways to show your appreciation for the community that supports your sport and helps make it possible.

## **Club Profile: Our Club and Facilities**

All divers at the KW Diving Club have the opportunity to practise and perfect their skills both in the water and on land.

### **Water training**

#### **Waterloo Memorial Recreation Complex**

(Swimplex/ Rec. Centre) 101 Father David Bauer Dr.  
Waterloo, ON

The KW Diving Club operates primarily out of the Waterloo Memorial Recreation Complex. The facilities at this pool include three 1m springboards, two 3m springboards, and one 5m tower. Competitive, Junior Athlete Development and Learn to Dive divers train regularly at this pool.



#### **Wayne Gretzky Sports Centre**

254 North Park Street  
Brantford, ON

In order to dive platform, our competitive level divers also regularly travel to Brantford to train at the Wayne Gretzky Sports Centre. This pool has a full tower complex (5m, 7.5m, and 10m towers). Our club has also partnered with the City of Brantford to offer learn to dive camps in the summer.

### **Dryland training**

#### **KW Diving Club Dryland Training Centre**

486 Weber Street North, Unit 101  
Waterloo, ON

KW Diving Club's dryland training facility is one of the best in the province. Along with a large assortment of mats, the dryland centre has two full size trampolines, and two dryboards. The dryland centre is also equipped with an overhead harness over a trampoline. The harness allows divers to practise advanced skills and head first dives otherwise impossible on crash mats. The KW Diving Club hosts a number of programs at a dryland centre. These include summer camps, birthday parties, and PD Day camps.

**Club Contact Information:**    [kwdivingregister@gmail.com](mailto:kwdivingregister@gmail.com)    (P): (226)-243-6011

The KW Diving Club does not have a full-time office. Inquiries can be directed to our club via the email above. A member of the executive will respond to your inquiry at the earliest convenience. Our mailing address is:

KW Diving Club  
486 Weber Street North, Unit 101  
Waterloo, ON    N2L 4E7

## Expectations of Athletes, Coaches, and Parents

### Athletes

All Athletes are expected to:

- Come to diving prepared to train physically as well as mentally to the best of their ability.
- Attend all practices as scheduled and notify their coach if practices will be missed.
- Support and motivate one another with a positive attitude.
- Work to achieve and maintain optimum skill level.
- Work in a positive manner with the coaches.

### Coaches

Coaches are expected to:

- Act professionally towards parents and athletes
- Respect coach-athlete-parent confidentiality
- Maintain a high level of technical knowledge.
- Make athletes' safety and well-being the first priority.

### Parents

Parents are expected to:

- Maintain a positive, encouraging demeanour at all practices and meets
- Respect the coach's professional decisions with respect to skill development, competition readiness, etc.
- Refrain from coaching your child from the stands during practices/meets
- Encourage your child to have fun first and foremost.

### Conflict Resolution

When a conflict arises between an athlete, parent, or coach, we suggest that the conflict be resolved by the following steps:

1. Arrange a meeting with the coach. The diver(s) involved may be required to attend. Depending on the nature of the conflict, the head coach and a member of the executive may also be required to attend. At this meeting all parties will try to reach an agreement through open communication. Such a meeting should be arranged no sooner than 24 hours after the incident.
2. If an agreement cannot be met, the issue will be brought before the club executive. The parent, diver(s), and coach involved will be invited to attend this executive meeting. If any of the parties involved in the conflict are members of the executive and there is a decision which must come to a vote, they will remove themselves due to conflict of interest. Only non-involved members of the executive will vote on any conflict resolution decision.

If a conflict arises between athletes and cannot be resolved between themselves, they are to bring the conflict directly to their coach or the KW Diving Club's diver liaison.

## **Parent-Coach Communication Guidelines**

### **Parents:**

1. Please check your email regularly for any important Club information. The email entered by families when registering online will be the email used for club communications.
2. Please be aware that information is sometimes handed out to divers on the deck; be sure you receive it from your child.
3. No person should disrupt a training session or a meet (e.g., give instruction/coach/distract divers, etc.) from the viewing area at the pools or dryland centre. If this occurs, the person may be asked to leave the area.
4. Please direct all inquiries regarding a diver's progress, training schedule, discipline etc., directly to the coach *outside of training hours*. A meeting must be scheduled.
5. Generally, arranging a few minutes before practice or at another mutually agreed upon time with your diver's coach is the best time to find out about your diver's progress. Meetings after practice are discouraged due to the late hours.
6. We encourage you to contact the club president (kwdivingpresident@gmail.com) if concerns are not being addressed by coaching staff.

## **Club Policies**

### **Diving Fees**

Fees are set annually at the beginning of the season. Mid-season fee changes are rare but may occur on occasion.

For LTD and JAD divers, all fees are calculated each session by the fee schedule set at the beginning of the season multiplied by the amount of hours in the session. These fees are listed in the registration portal.

For competitive divers, all fees are due and payable as per the schedule in the competitive registration package. If a competitive fee payment is not received when due, then after a grace period of 30 days has expired, the diver will be suspended from diving until payment is received in full.

### **Competitive Program Withdrawal**

If a diver withdraws from the competitive program, 30 days notice is required, accepted at the beginning of the month. The monthly fees will be refunded for the months following the withdrawal. For example, if a diver withdraws on November 1st, the monthly fee will be refunded from December onward. After the first of the month, the notice will be accepted as having occurred at the beginning of the following month. Please note: the initial down payment for competitive fees is non-refundable.

This policy is in effect until April 1st. No refunds will be considered after that time.

### **Illness or Injury**

If an injury or illness is longer than 30 days, fees for the subsequent month(s) will be refunded. These fees will be returned to the diver once they have:

- withdrawn from diving completely due to a sustained and prolonged injury
- returned to diving after receiving medical clearance

This policy is in effect until April 1<sup>st</sup>. No refund will be considered after that time. Please note: the initial down

payment for competitive fees is non-refundable.

### **Dive Ontario & Diving Plongeon Canada fees**

All competing divers are required to pay a fee to Dive Ontario/DPC (set annually by Dive Ontario/DPC). Divers who also coach will only be invoiced for the fees over and above their coaching registration fee. Dive Ontario/DPC fees are non-refundable.

### **Donations**

Donations made directly to the club will be forwarded to the City of Kitchener for issuance of a charitable receipt – see City of Kitchener Donation policy. Please email [kwdivingregister@gmail.com](mailto:kwdivingregister@gmail.com) to discuss direct donation. Donations made through GoFundMe or received via e-transfer WILL NOT be eligible for tax receipts.

### **Administrative Fees – Refund on Registration Fees**

All registrations are subject to a \$40 administrative fee for early cancellation. All registration fees are non-refundable after the start of the 2<sup>nd</sup> lesson. Any refunds prior to the 2<sup>nd</sup> lesson are subject to the administration fee. **See the on-line registration or the competitive forms for the current administration fee schedule for the appropriate level.**

## **PARTICIPATION**

### **Class Size**

The targeted maximum diver to coach ratio is 8 to 1. Kinder Learn-to-Dive ratio is 4 to 1.

### **Diver Progression**

It is the coach's decision to move an athlete up to the next level.

### **Christmas, March Break, and Summer Hours**

Diving during Christmas, March Break and the summer, is not included in the regular fees paid by divers. These classes are charged on a “pay as you go system”, unless otherwise stated in the signed registration package.

### **Make-up days - COMPETITIVE DIVERS ONLY**

If a diver misses his or her scheduled diving day due to illness or direct school activity (e.g. exams, studying etc.), then the diver may make-up their missed day on another diving day. Make-up days are only available on diving days that are not full, with coach permission. All missed days must be made up during the session and cannot be carried over from session to session.

## **Meet Policies**

These are the overall policies for any meets. More specific information can be found in the yearly registration package for competitive divers.

Competitive parents have an obligation for a level of fundraising and volunteering. These obligations are also outlined in the yearly registration package.

Early in the diving season, (after the Dive Ontario Annual meeting held in early October), the coaching staff will release a list of recommended competitions for the competitive athletes. All divers who wish to compete must be registered with Dive Ontario (and all associated fees paid) at least two weeks prior to competition. For all competitive team divers, the Dive Ontario fee is paid at the start of the season and incorporated into their season's fees.

**PLEASE NOTE:** This fee is non-refundable. For JAD divers competing, the Dive Ontario fee will be available for payment online. Any Dive Ontario fees not paid two weeks before a competition are subject to a late penalty. An annual meeting will be held for competing JAD and Provincial/National competitive divers, usually in September. At this meeting it will be established which meets our club will attend, which ones we may attend, and which meets have other qualifications. At this meeting we will provide an estimate of costs for the trips. It is very important for both the diver, parent, and coach to set a clear path for the diver that all parties agree with. It is important for the coach, diver and parents to have early, honest communication and realistic expectations for the athlete to work towards. No one wants to be in a position where athletes think they will be attending a meet when they have not met the technical requirements, or the family cannot afford the trip.

## **Meet Packages**

Approximately three weeks before a competition, meet packages will be e-mailed to the competing diver's parent(s). The meet coordinator will let parents know what the requirements are for each meet with regards to travel, hotels, etc. If the diver/parent has any questions regarding the meet package, they can contact the meet co-ordinator or the club president.

## **Meet Procedures**

Once the diver has committed to the meet, the diver and coach will fill out the diver's competitive dive sheet. Competition fees (listed in the meet package) will be available online for payment approximately three weeks before the meet. For meets that require accommodation (e.g., in Ottawa, Windsor or further away) the club will select a hotel for the team to stay at, and all diver families are required to stay at that hotel. There will be a team dinner one evening during the meet which divers, and at least one parent, are required to attend.

**Cancellation before meets:** Any competition fees submitted after the two week deadline will be subject to a late penalty (also listed in the meet package). If a diver withdraws from a meet less than two weeks before the meet starts, meet fees, including the diver's share of the coaches travel fees (see below), are not refundable.

Divers are responsible for their own transportation to and from the meet. Divers are also responsible for all meals at the meets. It is suggested that divers bring along a nutritious snack to be eaten throughout the day. Some meets will have food that can be purchased. Please always review the meet package so that you know if this is the case.

## **Team wear**

Divers are expected to wear teamwear to all competitions. This is a must when representing the club on the podium to receive a medal or ribbon.

Aspire divers – Black wicking team shirt and team shorts (Note: team jacket is optional)

National divers – Black wicking team shirt, team jacket, and team shorts

Teamwear and spirit wear is available for purchase throughout the season:

<https://www.shopallteam.com/more-teams/kw-diving-club/>

### **Coaches travel fees**

All coaches travel fees are divided between all divers attending a meet. There is a minimum fee that applies to all meets. Please check your registration package or our registration portal for the current minimum fee.

### **Meet Fees**

All registration and event fees at a meet are payable by the diver.

### **Attendance at Meets – Diver Account paid in full**

No diver will be allowed to attend a meet, unless any and all accounts invoiced up to the date of the meet have been paid.

### **Age Groups**

At a competition, divers will compete against others based on age and skill. The age group categories used in diving are E, D, C, B, A, and Open. Divers are placed in age groups based on their age as of December 31<sup>st</sup> of the current year. Age groups are classified as follows;

- E: 9 years old or younger
- D: 11 years old or younger
- C: 12/13 years old
- B: 14/15 years old
- A: 16-18 years old
- Open: any age; divers older than 18 must compete in this age group

### **Notes:**

- Group E events are only offered at Aspire competitions.
- Divers who are 9 years old or younger may compete as an “E” diver or as a “D” diver, but not both
- In Aspire meets, the age groups are the same except there is no open category; age group A includes divers 16 and older.

In order for a diver to compete at a certain level, the dive requirements for that age group must be met. These requirements are established by regulating bodies for diving (e.g., Dive Ontario, Diving Plongeon Canada, FINA).

### **Diver Conduct at Meets**

Divers are expected to exhibit good sportsmanship and well-mannered behaviour that is complimentary at all times to both KW Diving Club, and the sport of diving. A chaperone and/or coach will monitor the divers' activities and behaviour during on deck hours.

Divers will be expected to cooperate with the chaperones/coach and follow their direction as to appropriate behaviour during on deck hours. If a specific diver's behaviour is deemed a problem by the chaperones and coach, and the diver is allowed to stay at the meet, the behaviour will be brought to the attention of the diver's parents/guardians as soon as possible upon return to KW. In extreme cases, parents may be notified immediately and be asked to make arrangements for the diver to be picked up. These arrangements will be at the parent's cost. No meet costs will be refunded. Divers may also be suspended from attending subsequent meets and/or suspended from practice for a period of time if behaviour continues to be a problem.

## **KW Diving Club levels and programs**

The KW Diving club has many programs available to suit a wide range of ages and abilities; from the youngest beginner (as young as 3 years old) to the most experienced master's diver and everything in between.

### **Learn to Dive: LTD**

We have three Learn to Dive (LTD) categories which all begin with basics and progress through more difficult skills at each diver's own pace. Our Learn to Dive levels are based on the LTD Program developed by Diving Plongeon Canada. The program is organized to introduce solid and safe instruction in basic movements for the beginning diver in a graduated structure. The program focuses on the success of the diver as they learn progressively more difficult skills.

In addition to pool classes, we offer classes at our dryland training centre. Dryland training allows divers to work on skills using trampolines, land drills, and diving boards that face large crash mats for landing. This equipment allows divers to improve their technique in all aspects of their dives and develop the body strength required to complete more difficult skills.

#### **1. Kinder Learn to Dive**

These classes boast a very small coach to diver ratio (1:4 in the water classes) to maintain safety and keep young divers engaged in the class.

Requirements:

<b>Age &amp; Prerequisites</b>	<b>Practices &amp; Meets</b>
<ul style="list-style-type: none"><li>● Children Age 3-5</li><li>● No prior diving experience is necessary</li><li>● Must be comfortable in deep water, be able to jump in and swim to edge</li></ul>	<ul style="list-style-type: none"><li>● one 45 minute pool class per week</li><li>● one 45 minute dryland class every other week</li></ul>

#### **2. Youth Learn to Dive**

This is our most popular Learn to Dive program. It is often children's first introduction to instructed diving. Youth LTD is for divers age 6 and up who are comfortable swimming in the deep end. There is a small coach to athlete ratio (1:8) to ensure each diver gets the instruction they need to be challenged in the class. At this level, in order to take part in a dryland class, divers must be registered in a pool class.

Requirements:

<b>Age &amp; Prerequisites</b>	<b>Practices &amp; Meets</b>
<ul style="list-style-type: none"><li>● Children Age 6-12</li><li>● No prior diving experience necessary</li><li>● Must be able to swim comfortably in the deep end.</li></ul>	<ul style="list-style-type: none"><li>● one 1 hour class per week</li><li>● optional: one hour of dryland per week</li></ul>

#### **3. Teen & Adult Learn to Dive & Masters diving**

New divers will progress through the Learn to Dive program at their own pace. Starting with the basics, they will learn successively more difficult dives. Adult divers with previous experience will discuss their diving goals with their coach to make sure the program is suited to their needs. This class is a fun opportunity to try diving and everyone is welcome no matter what skill level they are starting at. Adults with the required skills are welcome to compete at master's events throughout the province.

Requirements:

Age & Prerequisites	Practices & Meets
<ul style="list-style-type: none"><li>● Teen: 13 to 17 years of age</li><li>● Adult: 18 years of age &amp; over</li><li>● No prior diving experience necessary</li></ul>	<ul style="list-style-type: none"><li>● Teen: one 1 hour pool class per week, with option of 2 hours dryland per week</li><li>● Adult: one 2 hour pool class per week, with option of 2 hours dryland per week</li></ul>

## **Junior Athlete Development: JAD**

The Junior Athlete Development Program (JAD) consists of two levels, each with different goals and requirements. JAD provides a stepping stone for divers eager to move up into competitive diving and as a recreational level for divers who simply want to enjoy the sport. At this level, dryland classes are not required, but strongly encouraged to promote steady progression. Entrance into all Junior Athlete Development levels is by invitation.

### **JAD 1**

This level introduces more advanced skills built on the foundations acquired in Learn to Dive. Divers will be expected to challenge themselves as they improve their technique. Level 1 divers will be invited to compete at club level competitions. Divers are welcome to sign up for multiple pool classes if they wish to dive more often.

Requirements:

Skill Prerequisites	Practices & Meets
<b>Two of:</b> <ul style="list-style-type: none"><li>● Front dive tuck (101c)</li><li>● Front somersault tuck (102c)</li><li>● Back dive straight (201a)</li><li>● Inward dive (401c)</li></ul>	<ul style="list-style-type: none"><li>● Pool Time: 2 hours per week</li><li>● Dryland: Strongly encouraged (2 hours per week)</li><li>● Competition: Not mandatory</li></ul>

### **JAD 2**

This level is aimed at divers who are committed to diving more frequently with the goal of joining a competitive team; however, may not be ready to commit to the structure and requirements of our competitive programs. These divers train at the pool at least twice/week, and dryland is strongly encouraged at least once/week. Divers at this level are invited to compete at club level competitions, or if they have the required skills, at provincial competitions.

Requirements:

Skill Prerequisites	Practices & Meets
<ul style="list-style-type: none"><li>● Level III dive list on 1m &amp; 3m</li></ul>	<ul style="list-style-type: none"><li>● Pool Time: 4 hours per week</li><li>● Dryland: 2 hours per week</li><li>● Competition: Not mandatory but strongly recommended (in house and/or regionally)</li></ul>

## **Competitive Level**

Divers who show potential (through ability, attitude, and work ethic) may be invited to join our competitive program. Competitive divers will be working on a dive list to meet competition requirements in order to compete throughout the season. Attendance at competitions is mandatory.

The focus of the Competitive Team is to develop personal excellence, work ethic and self-esteem. Our goal is to help each diver attain his or her level of success whether it is at the Regional, Provincial, National or International Level.

There are three levels of competitive divers: Aspire (provincial), National, and International.

### **Aspire Level Diver:**

Divers at this level will dive at our regional meets and the Aspire provincial championship. The goal of this level is for divers to have an Aspire list by the end of the season and/or to work toward a Level I list.

Requirements:

Skill Prerequisites	Practices & Meets
<ul style="list-style-type: none"> <li>● Coaches recommendation</li> <li>● typically requires Aspire II list on the 1 meter, Aspire I list on the 3 meter or working towards same</li> </ul>	<ul style="list-style-type: none"> <li>● Pool time: 6 hours/week (3 x 2 hour sessions)</li> <li>● Dryland: 4 hours/week (2 x 2 hour sessions)</li> <li>● Strength-training: Optional 1 hour/week</li> <li>● Competitions: Mandatory (# of competitions may vary but typically includes 3-5 meets)</li> </ul>

### **National Level Diver**

Divers at this level will compete at our national qualifying meets, with the goal of qualifying for Canadian Junior and/or Senior Nationals. Depending on age and ability, divers at this level may also do platform diving.

Requirements:

Skill Prerequisites	Practices & Meets
<ul style="list-style-type: none"> <li>● Coach's recommendation</li> <li>● typically requires Level I list on both boards or working toward these lists</li> </ul>	<ul style="list-style-type: none"> <li>● Pool Time: Minimum 8 hours/week (4 x 2 hours sessions)</li> <li>● Dryland: Minimum 8 hours/week (4 x 2 hour sessions)</li> <li>● Strength-Training: Minimum 1 hour/week</li> <li>● Competitions: Mandatory (at least 4 per season)</li> </ul>

### **International Level Diver**

Divers at this level will have been on a national team.

Requirements:

Prerequisites	Practices & Meets
<ul style="list-style-type: none"> <li>● National team member (current or past)</li> </ul>	<ul style="list-style-type: none"> <li>● Training will be set by the coach to meet the athlete's needs and goals.</li> </ul>

# ATHLETE AND COACH PROTECTION

## 1. Rule of Two

Kitchener Waterloo Diving Club requires that the 'Rule of Two' is followed for all Persons in Authority who interact with athletes, to the maximum extent feasible. The 'Rule of Two' is a directive aimed at protecting coaches and Kitchener Waterloo Diving Club Members and Apprentices from ever being alone one-on-one with an Athlete or minor.

Kitchener Waterloo Diving Club recognizes that abiding by the 'Rule of Two' may not be feasible in some instances, given the dynamics of diving participation and diving training. To the maximum extent feasible, Persons in Authority must take all reasonable efforts to be in open and observable spaces while working with Athletes.

Compliance with the 'Rule of Two' involves adhering to the following guidelines:

- a) To the maximum extent possible, the training environment should be visible and accessible so that all interactions between Persons in Authority and Athletes are observable.
- b) Private and one-on-one situations that are not observable by another adult or Athlete should be avoided to the maximum extent possible.
- c) An Athlete may not be alone under the supervision of a Person in Authority unless prior written permission is obtained from the Athlete's parent or guardian.
- d) Persons in Authority may not invite or host Athletes in their home without the written permission from parents or guardians or without parents or guardians having contemporaneous knowledge of the visit.
- e) If a Person in Authority and an Athlete expect to be away from other Kitchener Waterloo Diving Club coaches, chaperone, other athletes for a lengthy period of time (for example, they will be at the pool or dry training centers together), they must inform another Person in Authority where they are going and when they are expected to return. Persons in Authority should always be reachable by phone or text message.

## 2. Communication

For communication in any form between Persons in Authority and Athletes, following guidelines must be followed:

- a) Persons in Authority may only send texts, direct messages on social media or emails to individual Athletes when necessary and only for communicating information related to team issues and activities (e.g., non-personal information).
- b) Individual communication with an Athlete must remain professional in tone. Communication between Persons in Authority and Athletes that is personal in nature should be avoided. If such personal communication is unavoidable, it must be recorded and available for review by another Person in Authority and/or by the Athlete's parent/guardian (i.e., if the Athlete is a minor).
- c) Parents/guardians may request that their child not be contacted by a Person in Authority using any form of electronic communication and/or may request that certain information about their child not be distributed in any form of electronic communications.
- d) All communication between a Person in Authority and Athletes must be between the hours of 6:00am and midnight unless extenuating circumstances justify otherwise.
- e) Communication concerning drugs or alcohol use is not permitted, unless the communication relates to policies prohibiting its use.
- f) Communications may not include sexually explicit language, imagery, or content.

### **3. Travel**

For travel involving Persons in Authority and Athletes, adherence to the following guidelines is required:

- a) Teams or groups of Athletes to travel with at least two Persons in Authority with them, to the extent that budget and logistical circumstances allow.
- b) If two Persons in Authority cannot be present, reasonable efforts should be made to supplement supervision with screened parents or other volunteers.
- c) To the maximum extent possible, a Person in Authority should not drive a vehicle alone with an Athlete unless the Person in Authority is the Athlete's parent or guardian.
- d) A Person in Authority may not share a hotel room with an Athlete unless the Person in Authority is the Athlete's parent/guardian or spouse.
- e) Room or bed checks during overnight stays must be done by two Persons in Authority.
- f) For overnight travel when Athletes must share a hotel room, roommates must be age-appropriate (e.g., within approximately two years of age of one another) and of the same gender identity.

### **4. Locker Rooms / Changing Areas**

For locker rooms, changing areas, and other closed meeting spaces, adherence to the following guidelines is required:

- a) Interactions between Persons in Authority and Athletes should not occur in any area where there is a reasonable expectation of privacy -such as a locker room, washroom or changing area. A second adult should be present for any necessary interaction between an adult and an Athlete in any such area.

### **5. Photography / Video**

For all photography and video of an Athlete, adherence to the following guidelines is required:

- a) Photographs and video should be taken in public view. Content must observe generally accepted standards of decency and be both appropriate for and in the best interest of the Athlete.
- b) The use of recording devices in any areas where there is a reasonable expectation of privacy –such as locker rooms or washrooms -is strictly prohibited.
- c) If content featuring an Athlete will be used on any form of public media, an Image Consent Form must be completed before the content is recorded.

### **6. Physical Contact**

Some physical contact between Persons in Authority and Athletes may be necessary for various reasons including, but not limited to, teaching a skill or tending to an injury. For physical contact, adherence to the following guidelines is required:

- a) A Person in Authority must always request permission to make physical contact from the Athlete in advance and clearly explain where, why and how the physical contact will occur. The Person in Authority must make clear that they are requesting to touch the Athlete and not requiring physical contact.
- b) Infrequent, incidental physical contact during a training session is not considered a violation of policy.
- c) Non-essential physical contact may not be initiated by the Person in Authority. It is recognized that some Athletes may initiate non-essential physical contact such as hugging or other physical contact with a Person in Authority for various reasons (e.g., such as celebrating or crying after a poor performance). This physical contact should always occur in an open and observable environment.