



CROSS COUNTRY SASKATCHEWAN

2016/2017

COMPETITION FUNDING GUIDELINES AND APPLICATIONS

Revised by High Performance Committee
October 2016



CROSS COUNTRY SASKATCHEWAN

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CROSS COUNTRY SASKATCHEWAN

OVERVIEW

Cross Country Saskatchewan (CCS), is committed to supporting the development of competitive cross-country ski racing in Saskatchewan. To further this, funding has been made available for athletes at the base level and athletes at the developing and elite levels of high performance competition.

Through **Base Level Funding** CCS recognizes the starting point for racing teams of member clubs and their athletes, and provides those teams with assistance to support racing within the province as the team sees fit.

Through **High Performance Development Funding** CCS recognizes and supports that intermediate step when the developing athlete has already proven his/her ability at provincially (but not nationally) sanctioned races, and wishes to challenge both him/herself and others, at nationally sanctioned races, such as those beyond the borders of the province. The athlete will strive to acquire a ranking on the Canada Points List (CPL), as established through Cross Country Canada (CCC).

Through **High Performance Elite Funding** CCS recognizes and supports the accomplished athlete who has already proven his/her ability, provincially and nationally.

The CCS Base Level and High Performance Funding programs are available to both able bodied and disabled athletes. Selection criteria for the High Performance Funding programs place emphasis on the athlete's demonstrated ability and results from the previous year's competition. For the purposes of this document, an "event" refers to all Sask Cup races hosted by a club over one or two days, such as a freestyle and a classic race.

All applications and required submissions shall be returned together, no later than the posted application closing date. **The High Performance Committee (HPC) will be reviewing all submissions.** This will occur shortly after the closing date, to ensure the initial payments are made as soon as possible.

Included in this document is the "Athlete/Coach Agreement" form that can be used by coaches to enter into ethical agreements with their athletes.



CROSS COUNTRY SASKATCHEWAN

BASE LEVEL COMPETITION

Base Level Funding

The Base Level Funding program is a grassroots CCS initiative to provide the racing teams of member clubs with financial assistance for their young and developing racers. CCS recognizes that many young ski racers need to travel to various races throughout the province. Race exposure for these young athletes is critical for their development to high performance skiing.

CCS will provide funding of **\$200 per licensed racer** meeting the established criteria. This funding will be available to each racing team of a member club to assist in the development of their young athletes.

Racing teams may apply for funding on behalf of athletes in their respective clubs who showed commitment to competition and performance development throughout the season. Team coaches should submit a list of athletes who met the following criteria in the 2016-17 season by **November 23, 2016**.

Key Criteria are:

1. Athletes shall have held a CCS Race License in the previous race season.
2. Athletes shall have attended at least three CCS sanctioned Sask Cup races (a race being defined as one Sask Cup race – one of which must be classic) in the ski season that counts towards Sask Cup points standing, plus Provincial Championships.*
3. Athletes awarded High Performance Development or Elite funding are also eligible for Base Level Funding.
4. Athlete shall be in the “Under 23” (U23) categories (or U35 for Para Nordic athletes).
5. Base level funding is to support travel expenses for athlete attendance at races.
6. **CCS shall receive applications by November 23, 2016.**

**An athlete that can provide proof of illness (signed letter from a doctor) that prevented his/her participation in the provincial championships or NOT MORE THAN TWO regular Sask Cup race events will still be considered eligible for base level funding.*

**If an athlete is unable to attend the provincial championships due to inclement weather and adverse traveling conditions the HPC may waive the requirement of attending the Championship if the athlete can provide proof of registration to the event and of adverse traveling conditions*



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CCS will compare the list of names submitted with the Sask Cup race results. Any discrepancies will be checked with the club. The funds will be payable upon acceptance and verification of the athletes listed on the application form.

Send completed applications to:
Cross Country Saskatchewan
1860 Lorne Street
Regina, Saskatchewan S4P 2L7
Inquiries can be forwarded to: ccs@sasktel.net



CROSS COUNTRY SASKATCHEWAN

HIGH PERFORMANCE COMPETITION

1. High Performance Development Funding

CCS, through Development Funding, will assist provincially ranked athletes who have enjoyed success at the Sask Cup level and have demonstrated both the ability and desire to strive towards the elite level. CCS will provide funding ranging from **\$250 to \$750 to each racer** meeting the established criteria. *This level of funding is provided to assist the developing athlete in attending out of province CCC sanctioned events and high level training camps. Other race events, subject to approval by the HPC, may qualify for funding.*

To be eligible for **High Performance Development Funding**, and to be recognized as a High Performance Development Skier, all following criteria shall be met:

1. Athlete races at a Juvenile level or higher and in the U23 categories or the U35 Para Nordic category.
2. Athlete have demonstrated results from the previous year's race season.
3. Athlete hold a CCS Race License for the current year.
4. Athlete hold a CCC Race License for the current year.
5. Athlete be coached by a NCCP - ICC and CC or equivalent (old Level 1) coach, or higher.
6. Events be out-of-province CCC sanctioned races and high level training camps or other events approved by the HPC.
7. Athlete may identify up to three events.
8. **CCS shall receive applications by November 23rd, 2016** with each planned event listed on the application for athletes to be eligible.
9. **Athletes are strongly recommended to attend two (2) Sask Cup races and shall attend the provincials (unless there is demonstrated conflict with a CCC event) in order to receive funding.**
10. Funding will be given in order of priority. 1. To athletes that placed first in Sask Cup Points/had the highest CPL points in their category during the previous race season, in their category; 2. To athletes that placed second in Sask Cup Points/ had the highest CPL points in their category during the previous race season; 3. To athletes that placed third ... etc.

Each qualifying athlete can claim funding for up to three eligible events at funding of \$250/event, for the upcoming season. Funds shall be requested on an event-by-event basis and will be released once the proof of participation via Zone 4 can be attained. Athletes are asked to send an e-mail to CCS asking for funds as soon as the Zone 4 results can be checked. Exceptions to this process may be considered if a written request is received in advance.



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Out-of-province means an event that is held outside the province of the athlete's current residence on November 23, 2016.

During the season, an athlete may select an event or events not listed on his/her application to substitute for one or more listed events that he/she was not able to attend. Changing selected events shall be approved by the HPC, and substitute events shall meet the criteria for acceptable events. To initiate this request, the athlete should contact CCS.

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1860 Lorne Street
Regina, Saskatchewan S4P2L7
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2. High Performance Elite Funding

CCS through Elite Funding will assist provincially ranked athletes who have enjoyed success at both the Sask Cup level and nationally and demonstrated results. CCS will provide funding ranging from **\$500 to \$1500 to each racer** meeting the established criteria. *This level of funding is provided to assist the elite athlete in attending out of province CCC sanctioned events as well as high level training camps. Other race events, subject to approval by the HPC, may qualify for additional units of funding.*

To be eligible for **High Performance Elite Funding**, all following criteria shall be met:

1. Athlete races at a Juvenile level or higher and be within the U23 categories or the U35 Para Nordic category.
2. Athlete have demonstrated strong results* from the previous year's race season, in both Sask Cup and out of province CCC sanctioned races.
3. Athlete holds a CCS race license for the current year.
4. Athlete holds a CCC Race License, or equivalent, for the current year.
5. Athlete be coached by a NCCP - ICC and CC or equivalent (old Level 1) coach or higher.
6. Events are out-of-province CCC sanctioned races and high level training camps or other events approved by the HPC.
7. Athlete may identify up to three events. Additional events may be considered later in the season, but shall be approved by the HPC.
8. **CCS shall receive applications by November 23rd, 2016** with each planned event listed on the application, for athletes to be eligible.
9. **It is strongly recommended that the athlete participate in both races of the provincials.**
10. SaskSport confirmed that it is appropriate for CCS to award this funding to our elite athletes who have temporally moved from Saskatchewan to pursue high level training and competition (e.g. a university student that is a member of a university cross country ski team in another province or territory but who still has a permanent address in Saskatchewan). In this circumstance, the HPC may waive requirement #9 if all other requirements are met by the athlete.

*Criteria for Elite Funding differ from that of Development Funding. **The skier will be training and racing to achieve as high a national ranking as possible.** The skier will have CPL standing from the previous year and have demonstrated high performance abilities in both their ski racing and training history. The HPC will be reviewing applications based on current CPL



standings (previous year's complete ski season) and **will give precedence to standings that are within 20 points of the top-ranked Canadian athlete in the respective age category.**

Each qualifying athlete can claim funding for up to three eligible events for funding of \$500/event for the upcoming season. Funds shall be requested on an event-by-event basis and will be released once the proof of participation via Zone4 can be attained. Athletes are asked to send an e-mail to CCS asking for funds as soon as the Zone4 results can be checked. Exceptions to this process may be considered if a written request is received in advance.

During the season, an athlete may select an event or events not listed on his/her application to substitute for one or more listed events that he/she was not able to attend. Changing selected events shall be approved by the HPC, and substitute events shall meet the criteria for acceptable events. To initiate this request, the athlete should contact CCS.

Send completed forms to:

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1860 Lorne Street

Regina, Saskatchewan S4P2L7

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CROSS COUNTRY SASKATCHEWAN

COACHING

Base Level and High Performance Coaching Support

For our athletes to strive for excellence in training and competition, both themselves and the province, the involvement of volunteer coaches is critical. Each racing team of a member club is recommended to have at least one certified coach to assist in the development of the team's base level and high performance program. Developing training plans, coordinating training sessions and travelling with the athletes to races requires both a time and financial commitment on the part of the coach. For this reason, *CCS will provide a grant to each applying coach*, to assist in offsetting some of the costs associated with coaching base level and high performance athletes.

The criteria for this grant are as follows:

1. Each applying coach shall base their application on one team coach supporting a competitive development program consisting of CCS licensed athletes in the U23 age categories, and/or the U35 Para Nordic category.
2. Licensed athletes, under the guidance of the coach, shall also qualify for one or more of the CCS Competition Funding programs: Base Level, High Performance Development or High Performance Elite.
3. If athlete numbers and the existing club high performance program warrant inclusion of a second coach, a second coach application may be submitted, and at the discretion of the HPC, be approved.
4. The coach **shall be certified completely at the level for which they apply** (i.e., if the coach will be attaining their L2T level mid way through the season, the application will be based on the existing CC level standing).
5. The coach shall submit a document outlining the High Performance Program in place for the club. This would include, but not be limited to, planned training sessions, race schedule, etc.
6. **CCS shall receive applications by November 23rd, 2016** to be eligible.

Available grant funds will be based on full level attained as of October 31st, 2016.

NCCP – ICC and CC and old Level 1 upgrades through ICC and CC - **\$250**

NCCP L2T and T2T and old Level 2 upgrades through ICC/CC- **\$500**

NCCP Level L2C or higher, or old NCCP Level 3 or higher - **\$1,000**

Examples of how the coach can utilize this funding: 1) honorarium for coach's time spent working with athletes, 2) travel assistance for coach and athletes to attend local races, 3) general coaching supplies, stationary, etc. The coaching support grant is designed to assist the existing coach in their function as a team coach. This grant is **NOT INTENDED** for coaching development but to support the coach as they work with the team and individual athletes.



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WESTERN CANADIAN CHAMPIONSHIPS FUNDING

The Western Canadian Championships (Westerns) is a CCC Tier 1 sanctioned event tailored to developing skiers approaching, or advancing through, elite development. In 2017, Westerns are being held in Whistler, BC from January 20th to 22nd. CCS may treat this event separately from the other CCC sanctioned events that an athlete participates in. All athletes are eligible to attend Westerns (technical package unavailable at time of writing but Midget is the usual lower age limit) but ‘Special Westerns Funding’ will only be available to athletes who meet two criteria:

1. Juvenile and older athletes holding a CCC racing license valid for the current competition season; and
2. Athletes recommended by their club coach(s) and the CCS HPC and this recommendation will be based on the athletes demonstrated commitment to training and to competition in Sask Cup and other race events.

Funding of \$300 will be provided to support travel and other expenses to those athletes who meet the above criteria and the total amount of funding allocated by CCS.

The HPC will also consider allowing athletes with High Performance Development or High Performance Elite funding to apply such to the event, in addition to the Westerns Funding. This will depend on there being costs to attend that significantly exceed the Westerns Funding.

To initiate the Western Canadian Championship selection Process, we ask that all interested athletes inform CCS through their coaches, no later than November 16th, 2016. This is required to assist in planning for attendance at Westerns. CCS will notify all athletes who apply whether or not they are approved for Westerns Funding by December 15th, 2017.

Send all correspondence to:

Cross Country Saskatchewan

1860 Lorne Street

Regina, Saskatchewan S4P2L7

Inquiries can be forwarded to: ccs@sasktel.net



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CANADIAN NATIONAL CHAMPIONSHIPS FUNDING

The Canadian National Championships (Nationals) are the premier event on the national race calendar for many athletes. CCS treats this event separately from the other out of province events that an athlete may participate in. They require a serious commitment on by participating athletes and coaches. In 2017, Nationals is being held in Canmore, Alberta from March 18th to 25th. Nationals funding will only be available for qualifying individuals who meet all specific criteria as follows:

1. Able-bodied athletes be in the Juvenile boy/girl to U23 senior men/women categories. Para Nordic athletes be U35 category.
2. Athletes hold a current CCC racing license.
3. **Despite the specific criteria listed below CCS reserves the right to declare an athlete ineligible for funding if they feel that athlete is not ready to compete at Nationals. For example, an athlete could finish 1st or 2nd in CPL Points within the province in their age/gender category because there was little competition in that category and not be competitive at Nationals. Placings in Westerns (time percentage behind the leader in their age/gender category) is usually a good indicator of athlete preparedness for Nationals. Typically athletes within 20 CPL points of the top nationally ranked skier in their category demonstrate suitability to attend Nationals.**

Funding of \$300 will be provided to those athletes who meet the below criteria:

1. The first place male and female athletes based on CPL point standing in each of Juvenile boy/girl to U23 senior men/women categories
2. The first place U35 male and female Para Nordic athletes (CPL points).
3. If it is not possible to meet gender, Para Nordic or category requirements for athletes, the vacant spots may be filled by selecting athletes that were in second place (CPL points).
4. Junior men/women, U23 senior men/women and U35 Para Nordic athletes who have a permanent address in Saskatchewan but who are training and competing out of province with a recognized team (e.g. university racing team) may also be funded at this level if they are within 20 CPL points of the top ranked Canadian athlete in their gender/age category. These athletes shall tell CCS what funding they receive from their out of province team and CCS may adjust CCS funding allocated to the athlete.



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Funding of \$200 will be provided to those athletes who meet the below criteria:

1. The second place male and female athletes based on CPL points standing in each of Juvenile boy/girl to U23 senior men/women categories
2. The second place U35 male and female Para Nordic athletes (CPL points).
3. If it is not possible to meet gender, Para Nordic or category requirements for athletes, the vacant spots may be filled by selecting athletes that were in third place (CPL points).

Athletes qualifying for Nationals Funding will have funding applied to their travel, accommodation, meals, Nationals registration and banquet. A CCS-sponsored Team Coach or Coaches and Team Manager will further support them, with waxing support and waxes supplied by CCS. The Head Coach will determine who is allowed to participate in the waxing of skis.

Athletes and their coaches that choose to attend Nationals, but are not funded by CCS shall make their own arrangements and pay for their own Nationals registration and banquet, travel, accommodation, and meal arrangements. They will not be supported by CCS staff, and will not have access to the provincial wax box. They are, however, entitled to advice from CCS staff, provided it does not interfere with preparations of the CCS-funded athletes.

Family members and other supporters of all athletes attending Nationals shall make their own travel, accommodation, and meal arrangements if they choose to attend Nationals. They shall not interfere with the function of the Team, Coach(s) and Manager during Nationals.

CCS HPC will also consider allowing athletes with High Performance Development or Elite funding to apply such to the event, in addition to Nationals Funding, depending on whether costs to attend significantly exceeds the CCS budget.

To initiate the Canadian National Championship selection Process, we ask that all interested athletes inform CCS through their coaches, no later than December 20th, 2016. This is required to assist in planning for attendance at Nationals. Selection for funding to attend Nationals may or may not be limited to those athletes who gave indication by December 20th. CCS will notify all athletes (through their coaches) on the status of their of the Nationals Funding by March 1st, 2017, as well as if a deposit will be required to guarantee common travel (such as a bus) and accommodations.

Send all correspondence to:

**Cross Country Saskatchewan
1860 Lorne Street**

Regina, Saskatchewan S4P2L7

Inquiries can be forwarded to: ccs@sasktel.net

APPLICATION FORMS



1. Application for CCS Base Level Funding 2016-17

NOTE: Application shall be received by November 23, 2016.

Club Name _____		Team Name (if different) _____	
Address _____		City _____	Postal Code _____
Contact Person _____		Phone (Work) _____	(Home) _____
Email Address/Website _____ / _____			
<i>Team Coach</i> _____		<i>NCCP Level</i> _____	<i>Certification #</i> _____
<i>Assistant Coach</i> _____		<i>NCCP Level</i> _____	<i>Certification #</i> _____
<i>Assistant Coach</i> _____		<i>NCCP Level</i> _____	<i>Certification #</i> _____

Licensed Athletes:	Birthday YY/MM//DD	CCS License #	Email address
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Use back of sheet if necessary



CROSS COUNTRY SASKATCHEWAN

2. Application for High Performance Development Funding 2016-17

NOTE: Application shall be received by November 23, 2016.

Applicant Information (to be completed by Athlete)

Name _____ Male _____ Female _____
Address _____ Age _____ (as of Dec 31st, 2016)
City _____ Postal Code _____ Birthday _____
Email Address _____ Number Years Competitive Skiing _____
Home Ski Club _____ Team Name _____
CCS Race License # _____ CCC Race License # _____

Please list location and dates of Out of Province and other CCC-Sanctioned events

1. Event _____ Date: _____
2. Event _____ Date: _____
3. Event _____ Date: _____

Coach Information (to be completed by coach)

Name _____ Address _____
City _____ Postal Code _____
Email Address _____ NCCP Certification # _____
Home Ski Club _____ Team Name _____

Required Signatures

Signature of Applicant _____ Date _____
Signature of Coach _____ Date _____
Signature of Parent or Guardian (if under 18) _____ Date _____



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3. Application for High Performance Elite Funding 2016-17

NOTE: Application shall be received by November 23, 2016.

Applicant Information (to be completed by Athlete)

Name _____ Male _____ Female _____
Address _____ Age _____ (as of Dec 31st, 2016)
City _____ Postal Code _____ Birthday _____
Email Address _____ Number Years Competitive Skiing _____
Home Ski Club _____ Team Name _____
CCS Race License # _____ CCC Race License # _____

Please list location and dates of Out of Province and other CCC-Sanctioned events. Sask residents training and living temporarily out of Saskatchewan may list events that are out of the province they live during the ski season.

1. Event _____ Date: _____
2. Event _____ Date: _____
3. Event _____ Date: _____

Coach Information (to be completed by coach)

Name _____ Address _____
City _____ Postal Code _____
Email Address _____ NCCP Certification # _____
Home Ski Club _____ Team Name _____

Required Signatures

Signature of Applicant _____ Date _____
Signature of Coach _____ Date _____
Signature of Parent or Guardian (if under 18) _____ Date _____



4. Application for High Performance Coaching Support 2016-17

NOTE: Application shall be received by November 23, 2016.

Coach Information

Name _____ Address _____

City _____ Postal Code _____

Email Address _____

NCCP Level _____ Certification # _____

Home Ski Club _____ *Team Name* _____

Required Signatures

Signature of Coach _____ Date _____

Signature of Club Representative _____ Date _____

Please attach the following information with this application:

Summary of club training and competition program for the upcoming season

Names and number of athletes involved.

Send completed forms to:

Cross Country Saskatchewan

1860 Lorne Street

Regina, Saskatchewan S4P2L7

Inquiries can be forwarded to: ccs@sasktel.net



ATHLETE/COACH AGREEMENT

ATHLETE CODE OF CONDUCT

Athletes will:

- Strive to be positive and support other team members
- Work together with other team members when needed
- Be appreciative of everyone supporting the team
- Respond to reasonable requests for assistance from clubs and to reasonable requests for information from the press

Athletes shall:

1. Compete according to the rules of Cross Country Saskatchewan (CCS), Cross Country Canada (CCC) and the International Ski Federation (FIS), where applicable.
2. Maintain respect for officials at all competitions;
3. Be respectful and considerate towards the public, coaches, administrators, volunteers, officials and other athletes;
4. Represent Saskatchewan and the sport in a dignified and responsible manner;
5. Treat with respect all property owned, rented or borrowed by CCS, including team vehicles, rental cars, motels, team clothing, billet's property and team equipment;
6. Not visit the rooms of other athletes after curfew;
7. Confirm with Team Leaders their whereabouts and activities at all times when away from the team accommodations, camp headquarters or race site;
8. Not publicly criticize CCS programs, sponsors, clothing, equipment or personnel/volunteers, (voice any valid concerns directly through the normal CCS political process);
9. Never use tobacco or illegal drugs;
10. Never use alcohol while attending a team activity (athletes under the legal age) without exception;
11. Never use alcohol while attending a team activity without prior consent of the Head Coach or his/her delegates (athletes at, or over the legal age).

COACH CODE OF CONDUCT

Coaches have influence and control over their athletes. They shall be aware of and understand the power they have to affect their athletes' athletic development, their personal lives and even the athletes' families. Coaches shall also recognize that their athletes may look to them for a good example. The athlete's behavior is influenced by the coach. Coaches shall achieve behavior that is in the best interests of their athletes and the organization.

Coaches have a responsibility to:

- Allow athletes' goals to take precedence over their own
- Recognize and accept when to refer athletes to other coaches or sport specialists
- Direct comments or criticism at the performance rather than the athlete
- Ensure that the activity is suitable for the age, ability and fitness level of the athletes
- Regularly communicate and cooperate with the athletes' parents or legal guardians, involving them in decisions pertaining to their child's development
- Conduct practices and games so as to allow student athletes the best chances for academic success
- educate athletes about contributing to a safe environment
- Communicate and cooperate with doctors in the diagnoses, and treatment of their athletes' medical and psychological problems



- Give top priority to the athletes' future health and well-being when making decisions about their ability to continue playing or training
- Display high personal standards and project a favorable image of their sport and coaching
 - a. Refrain from public criticism of fellow coaches; especially when speaking to the media or recruiting athletes
 - b. Abstain from the use of tobacco products while in the presence of athletes and discourage their use by athletes
 - c. Abstain from drinking alcoholic beverages when working with athletes
 - d. Discourage the use of alcohol in conjunction with athletic events or victory celebrations at the playing site
 - e. Refrain from the use of profane, insulting, harassing or otherwise offensive language in the conduct of duties
- Treat everyone fairly, regardless of gender, place of origin, color, sexual orientation, religion, political belief or economic status
- Regularly engage in professional development
- Respect opponents and officials at all times and encourage the same from their athletes
- Encourage athletes to uphold the rules of their sport, and the spirit of such rules

Coaches Shall:

1. Ensure the safety of the athletes with whom they work.
2. At no time become intimately and/or sexually involved with their athletes. This includes requests for sexual favors or threat of reprisal for the rejection of such requests.
3. Respect the athlete's dignity; verbal or physical behaviors that constitute harassment or abuse are unacceptable.
4. Never advocate or condone the use of drugs or other banned performance enhancing substances.
5. Never provide under age athletes with alcohol.



ATHLETE/COACH AGREEMENT

Athlete: I, _____, by signing this document, indicate that I have read, understood, and agree to follow the Cross Country Saskatchewan Athlete/Coach Agreement.

Date: _____

Athlete signature: _____

Parent signature: _____

Phone number: _____

Address & Postal Code: _____

Coach: I, _____, by signing this document, indicate that I have read, understood, and agree to follow the Cross Country Saskatchewan Athlete/Coach Agreement.

Coach signature: _____

Phone number: _____