



Nordiq Canada presents:

Nordiq Canada's Skill Development Programs' Programmers Guidebook

A Guide for establishing Cross Country Ski clubs
and for developing SDP programs

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1. INTRODUCTION

1.1 Nordiq Canada's Skill Development Program (SDP) for Children aged 4-12

Nordiq Canada provides its member divisions and clubs with a progression of skill development programs for children. These programs conform to the Canadian Long Term Athlete Development (LTAD) model and provide a vertically integrated continuum of skier development opportunities, beginning with Bunnyrabbits (**Active Start**), followed by Jackrabbits (**FUNDamentals**) and concluding with Track Attack (**Learning to Train**).

Note that in order to acquire the proper fundamental movement and sport skills by the end of the Learning to Train stage, it is critical that participants benefit from the following number of supervised bunnyrabbit and jackrabbit club practices and additional ski outings early on:

Age	# Club Practice Sessions	# Play-time on Skis in Addition to Practice Sessions
5 years	8 on snow; 1 per week	minimum of 1x/wk over 3 months = 12
6 years	16 on snow; 2 per week	minimum of 2x/wk over 3 months = 24
7 years	16 on snow; 2 per week	minimum of 2x/wk over 3 months = 24
8 years	30 on snow; 2 per week	minimum of 3x/wk over 3 months = 30
9 years	30 on snow; 2 per week	minimum of 3x/wk over 3 months = 30

Bunnyrabbit Program

The first level of the SDP is the Bunnyrabbit Program, which is directed at children in the “**Active Start**” stage of athlete development (children four and five years of age). The corresponding National Coaching Certification Program (NCCP) training for coaches involved at this level is called “[Introduction to Community Coaching](#)”. The topics being addressed and materials provided with this workshop (online) are specific to the needs of this age group. The objective is to introduce children to cross-country skiing and the healthy lifestyle associated with it, through organized activity and active play. In addition, it is designed to:

- Introduce “fundamental movement skills”.
- Help children develop a positive self-image.
- Be fun.

The Bunnyrabbit program materials include a kid-friendly, age-appropriate booklet (New design!) to mark the first ski skills learned, skill award stickers for this booklet (New!), and a Swix brand ski toque designed by a Bunnyrabbit or Jackrabbit program participant from the previous season.

Jackrabbit Program

The Jackrabbit Program, is directed at skiers in the "**FUNDamentals**" stage of athlete development (children six to nine years of age), and this is the second level of the SDP. The corresponding NCCP training for coaches involved at this level is called "[Community Coaching](#)". The topics being addressed and materials provided with this workshop are specific to the needs of this age group (New booklet and sticker design!).

The Jackrabbit program is aiming to develop **Fundamental Movement Skills**. At this stage of development the basic motor skills are developed which establish a foundation for participation in sports or physical life-activities. Some general movements associated with "Fundamental Movement Skills" are running, jumping, catching, kicking, throwing, swinging and hitting, as basic sports building blocks. Learning these fundamental sport skills give children the skills to play a variety of sports with ease.

For Nordic skiing, these skills can be summarized as Agility, Balance, and Coordination (ABC's). Movement skills are essential to developing sport skills, for example without balance a skier cannot properly glide in classic or skating. This is a prime window of opportunity for developing movement skills.

Fundamental Sport Skills are the basic technique building skills that are often general to all sports. These include basic skills such as **Body Position** (athletic stance – ankle bend, hips central or forward), **Weight Shift** (body – hip – knee alignment and agility) and **Balance/Glide**.

Sport Specific Skills are the technique skills for a specific sport. For example, with diagonal stride technique; no poles, double pole and one-skate are a few of the technique (sport specific) skills. A good foundation in Movement and Basic sport skills is essential to being able to properly apply to skills specific to every sport.

For videos of expected technique standards by the end of the Fundamentals development stage, please visit Nordiq Canada's online Athlete Development Matrix: <http://www.NordiqCanadaski.com/Programs/Coaching-Development/Athlete-Development-Matrix.aspx>

Physical Literacy = FUNDamental Movement Skills + FUNDamental Sport Skills

One key objective of the Jackrabbit program is for children to learn fundamental movement skills and then apply and translate these skills to the specific sport of cross-country skiing (both classic and skating).

The Jackrabbit program materials include: an age-appropriate booklet that provides a comprehensive record of a young skier's ski career; and "technique" and "program" award stickers that reward and recognize the different levels of achievement. The Jackrabbits also receive a Swix brand ski toque designed by a Bunnyrabbit or Jackrabbit program participant of the previous season.

Track Attack Program

The Track Attack Program, which is directed at children in the "**Learning to Train**" stage of athlete development (children 10 to 12 years of age), is the third level of the SDP. The corresponding NCCP training for coaches involved at this level is called "[Competition](#)".

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[Coaching-Introduction](#)". The topics being addressed and materials provided with this workshop (online) are specific to the needs of this age group.

The objective is for the participants to become technically competent cross-country skiers and to reinforce and further develop the key **Fundamental Movement Skills** that were learned in the "Fundamentals stage" and for the children to utilize their skills to explore a wide range of **Sport Specific Skills** in cross-country ski activities; from back country excursions to Nordiq Canada sponsored Racing Rocks! events and Ski Playgrounds.

For videos of expected technique standards by the end of the Learning to Train development stage, please visit Nordiq Canada's online Athlete Development Matrix: <http://www.NordiqCanadaski.com/Programs/Coaching-Development/Athlete-Development-Matrix.aspx>

Program materials include a Track Attack Nordiq Canada neck warmer made by Swix. Track attack participants can proudly display their accomplishments in their Track Attack Passport as they earn each of the [18 sticker awards of the program](#).

2. SDP REGISTRATION

2.1 Organizational Roles

Nordiq Canada

Nordiq Canada is the national sport organization for cross-country skiing in Canada. Nordiq Canada performs the following principal functions with respect to children's skill development programs:

- Designs, updates and provides the national Skill Development Program materials and supplies.
- Coordinates and supports the delivery of these programs by clubs through its member divisions.
- Provides support and information on related Nordiq Canada programs such as Racing Rocks! (To encourage fun in competition) as well as National Coaching Certification Program training materials and support for coaches.

Your Division

Divisions are the provincial/territorial sport organizations for cross-country skiing and are members of Nordiq Canada. Divisions perform a variety of critical functions with respect to children's Skill Development Programs.

The Division SDP Representative main function is to liaise between Nordiq Canada and club SDP programmers. This individual may be a staff or volunteer, may be working in the division office or from home and perform the following tasks:

- Manage the SDP on a divisional basis and support the SDP delivery by their member clubs.
- Serve as the provincial/territorial supply centre for SDP program materials.
- Prepare and distribute your SDP Fall Start-up mailing.
- Gather and maintain SDP enrolment data.
- Promote the program to communities within their jurisdictions.
- Deliver and provide support on related national programs to member clubs.

Your Club

Clubs are community-level sport organizations that promote and facilitate cross-country skiing and are members of a Division. Clubs perform the following principal functions with respect to children's Skill Development Programs:

- Appoint a SDP Programmer.
- Arrange suitable facilities for program implementation.
- Arrange for mandatory NCCP training of coaches involved with the program.
- Coordinate, advertise and deliver the SDP programs at the community level.

For more information on finding established clubs in your province or territory please use this link: <http://apps.NordiqCanadaski.com/main.asp?lan=0&cmd=doc&id=8415&Param1=>

2.2 Your Fall Start-Up Kit

In September you should receive an email with information about the coming ski season start up from your Division. This mailing will provide you with the information you require in order to enroll your group and to order program materials and supplies.

2.3 Registration Steps

1. Your club must complete the annual club registration process with your division for the current season **before** you enroll your group in the SDP. This requirement is related to the provision of liability insurance and **is thus extremely important**.
2. Each child planning to enroll in the SDP (Bunnyrabbit, Jackrabbit and Track Attack levels) must **first** be a registered member of your club or division. Ensure that this step has been completed before proceeding.
3. Next, gather the required enrolment data for registering your group in the SDP and forward this information, plus the correct payment, to your Division Representative. Use the forms provided by your division.
4. You will then receive a Nordiq Canada Swix toque for each Bunnyrabbit/Jackrabbit registered or a Nordiq Canada Swix neck warmer for each Track Attack participant you have registered. Note that each year the nature and/or design of the kit may change.

Note: It is important to complete the registration process early in the fall. Ideally the children in your program will receive their registration kit (toque or neck warmer) when they register in your program. If that is not possible, they should receive their kit at the first practice session.

Nordiq Canada Policy:

Each participant in Nordiq Canada's Skill Development Program (SDP) must:

- 1) be a member of Nordiq Canada through registration in a member Club and Division, and
- 2) be enrolled in the Bunnyrabbit, Jackrabbit or Track Attack programs with your division in order to receive the enrolment kit: toque or neck warmer

Once these policy guidelines have been fulfilled, clubs and participants can also order program materials such as booklets and stickers.

2.4 Ordering Program Materials and Supplies

Each division will have its own protocol for ordering program materials and supplies. In most cases, you will be asked to complete the registration process first.

It is best to order early in the fall. If there is an unexpected demand for specific materials in any given year, your division will then have an opportunity to re-stock before the season gets underway, and you won't be left waiting for back orders after your club program has started.

Order early - rush orders by courier are costly for your club.

When ordering materials you should be aware of the following:

- The Bunnyrabbit Program is aimed at children five years of age and younger (new booklet and sticker design!).
- The Jackrabbit Program is aimed at children six to nine years of age.
- The Track Attack Program is directed at children 9 to 12 years of age.
- The booklet for each level of the SDP is intended to provide a comprehensive record of a young skier's career. Each one is meant to be a one-time purchase.
- Booklets should be handed out at the time the child is enrolled in a program. If that is not possible, they should be distributed at the first session of the season, preferably at an introduction meeting or a similar occasion where the parents are present and the setting is either a classroom or club day lodge. If the only opportunity to hand it out is at an on-snow session, then this should be done at the conclusion of the session, with the parents present.
- The booklets should be kept at the skier's home in a safe place. They should **not** return to the ski area!
- For the Bunnyrabbit Program, a Bunnyrabbit will earn only one Skill Award sticker while they are in the program, but they will earn program award stickers for each step they take on their way to achieving their Skill Award.
- Other stickers that will be in more demand than most are: Technique Award #'s 1 and 2; Skiing often #3; and Sprint Green and Blue.
- The Programmer's Guidebook is an administrative tool for program organizers, not a coaching manual. This document is intended to complement the NCCP Community Coaching resource materials.

3. SDP AWARDS PROGRAM

To encourage participation and recognize progress, stickers are awarded to skiers who achieve a certain skill level or complete a specific task.

3.1 Bunnyrabbit Program

- **Program Award stickers.** Skiers in the **Active Start** stage of athlete development (five years of age and younger) can earn a Program Award animal sticker for each skill they master on their way to achieving their Skill Award. Stickers should be placed over top of the shaded animal in the Bunnyrabbit booklet.
- **Skill Award Sticker.** Skiers will earn this award only once. They should receive it when they have accomplished all the skills identified in the Bunnyrabbit booklet and are ready to graduate to the Jackrabbit Program. This sticker should be placed over the shaded circle that says “Bunnyrabbit Skill Award”.
- If your club has a 4 year old and a 5 year old Bunnyrabbit program you can order the same booklet and stickers for both levels. Perhaps you can enhance the 5 year old program with another supplementary award, if necessary.

3.2 Jackrabbit Program

- **Technique Award Stickers (Levels 1-4).** Skiers in the Jackrabbit Program (six to nine years) can earn a Technique Award sticker for each skill level they master as they progress through the program. Most children will complete one level per season. Stickers should be placed over top of the shaded circle that says “Technique Award #X” in the Jackrabbit booklet. The number on the sticker should correspond to the number in the shaded circle.

Award standards for each level can be acknowledged here: <http://www.NordiqCanadaski.com/getmedia/c3c588d4-5da6-441b-8267-e32a94096d94/Jackrabbit-technique-standards.pdf.aspx>

- **Program Award Stickers.** Skiers in the Jackrabbit Program can also earn Program Award stickers for achievement in specific areas. Please also see the Nordiq Canada website for complete information on the Jackrabbit awards at <http://NordiqCanadaski.com/Programs/Athlete-Development/Skill-Development-Programs/Jackrabbits.aspx>

Skiing Often (five goals): Richard Webber award sticker

- The objective of this award is to encourage play-time on snow (including frequent use of a ski playground) in addition to practice sessions for the purpose of improving a skier’s balance, agility, fitness and rhythm – the key elements of good technique.
- Award standards for each level: Skiers can earn one skill sticker per year, with the

exception of the final year, in which case a bonus sticker can be earned. These Skiing Often goals are ski outings that are additional to their regular Jackrabbit club practices.

- SKIING OFTEN level 1, skiers must ski 5 times
 - SKIING OFTEN level 2, skiers must ski 10 times
 - SKIING OFTEN level 3, skiers must ski 15 times
 - SKIING OFTEN level 4, skiers must ski 20 times
 - SKIING OFTEN level 5, skiers must ski 25 times.
- Participants can check a box on the page for this award every time they complete a ski outing outside of club practices. At the end of the season the number of boxes checked will indicate which level of the award the skier has earned.

Sprints (five levels): Beckie Scott Award sticker

- The purpose of this award is to develop speed. The recommended sprint distance to measure skiers' speed is 50 meters.
- Award standards for each level:
 - Green = 30-60 sec
 - Blue = 25-29 sec
 - Purple = 20-24 sec
 - Red = 15-19 sec
 - Gold = 10-14 sec
- Stickers should be placed over top of the shaded circle of the corresponding level. Colours on the stickers should correspond to the colour named in the shaded circle.

Hat Tricks (5 levels): Pierre Harvey award sticker

- The objective of this award is to recognize the exceptional accomplishment of achieving a high standard for technique, speed and commitment.
- Award standards for each level: Combine a Technique Award with a Sprint and Skiing Often Award to collect an all-round achievement award – the Hat Trick Award
 - Hat Trick #1: Technique Award #1, Sprint Award #1, Skiing Often #1.
 - Hat Trick #2: Technique Award #2, Sprint Award #2, Skiing Often #2.
 - Hat Trick #3: Technique Award #3, Sprint Award #3, Skiing Often #3.
 - Hat Trick #4: Technique Award #4, Sprint Award #4, Skiing Often #4.
 - Hat Trick #5: Technique Award #4, Sprint Award #5, Skiing Often #5.
- Stickers should be placed over top of the shaded circle of the corresponding level. The number on the sticker should correspond to the number in the shaded circle.

Dryland (5 levels): Devon Kershaw award sticker

- The objective of this award is to promote pre-season sessions engaging at least the following skills: good ski striding and running techniques, flexibility

routines; balance and technique drills/skills' course.

- Award standards for each level:
 - Dryland Award/Goal #1: 4 dryland sessions including all minimum skills
 - Dryland Award/Goal #2: 8 dryland sessions including all minimum skills
 - Dryland Award/Goal #3: 12 dryland sessions including all minimum skills
 - Dryland Award/Goal #4: 16 dryland sessions including all minimum skills
 - Dryland Award/Goal #5: 20 dryland sessions including all minimum skills
- Stickers should be placed over top of the shaded circle of the corresponding level. The number on the sticker should correspond to the number in the shaded circle.

Competition (5 levels): Alex Harvey award sticker

- The objective of this award is to promote an introduction to competition in local/regional sanctioned events (4-6 races/season).
- Award standards for each level:
 - Comp. Award/Goal #1: participation in at least 4 races during the season
 - Comp. Award/Goal #2: participation in at least 6 races during the season, a minimum of 2 skating and 2 classic races
 - Comp.Award/Goal #3: I have achieved goals #2 and achieved an average of 5:00min/km (races of 1km or more) in at least 2 races
 - Comp.Award/Goal #4: : I have achieved goals #2 and achieved an average of 4:30min/km (races of 1km or more) in at least 2 races
 - Comp. Award/Goal #5: : I have achieved goals #2 and achieved an average of 4:00min/km (races of 1km or more) in at least 2 races
- Stickers should be placed over top of the shaded circle of the corresponding level. The number on the sticker should correspond to the number in the shaded circle.

Super Attitude: Chandra Crawford award sticker

- This sticker will be awarded to a participant who exhibits a positive mindset, is supportive of others, shows perseverance and builds team spirit.

Adventure: Sara Renner award sticker

- This sticker will be awarded to a participant who is willing to explore off-track skiing, into the woods, and who has a determined spirit of discovery.

3.3 Track Attack Program:

All-weather award stickers can now be placed in the **new Track Attack passport!** Show off your accomplishments! Please see the Track Attack page on the Nordiq Canada website for complete award criteria: [http://www.NordiqCanadaski.com/Programs/Athlete-Development/Skill-Development-Programs/track-attack-\(1\).aspx](http://www.NordiqCanadaski.com/Programs/Athlete-Development/Skill-Development-Programs/track-attack-(1).aspx)

- Technique awards:
 - Diagonal Stride
 - One Step Double Pole
 - Double Pole
 - Offset
 - One Skate
 - Two Skate
- Camps:
 - Dryland
 - On-Snow
- Distance:
 - 50km, 100km, 150km, 200km
- Ski Striding
- Rollerskiing
- Spirit
- Waxing
- Off-trail Fun
- Racing

4. SDP SUPPORT STRUCTURE

A support structure is essential for a successful cross-country ski program. The seven key components of a support structure are:

- the club
- the ski facility
- a progression of athlete development opportunities
- club coaches
- the SDP Programmer
- parents
- full service clubs

4.1 The Club

The club is the base or foundation of the cross-country sport system. A multi-program cross-country ski club offers a wide range of programs that cover the full spectrum of cross-country ski activities for skiers of all ages. Please see section 5.1 of the appendix for an example of a full service Club.

The more established and successful your ski club is, the more resources your SDP can access. For example, a well developed full service club might offer a variety of club events, a club newsletter, and liability insurance coverage, a progression of athlete development opportunities for skiers of all ages, coaching development opportunities, lit trails, a day lodge and a high standard of trail grooming. The stronger your club, the more time and energy you and your coaching colleagues can invest in the development of a quality ski program for children.

In any amateur sport club, the success of its athlete development programs can be attributed to a strong volunteer support structure built on the principles of planning, team work and mentoring.

4.2 The Ski Facility

A successful SDP requires, as a minimum, an area where a group of children can ski. Ideally, your community will have a cross-country ski facility operated by a club or a ski resort.

This facility should include a lit ski playground/terrain garden for the youngest skiers, and a warming hut or day lodge at the trailhead. In addition, there should be well marked and well groomed trail systems with varied terrain, as this becomes increasingly important when the skier graduates from the under six age group and moves into the more advanced levels of the program. This is the ideal, however, and although many groups have facilities of this kind to work with others do not. Some will use a golf course, community park or school-yard. These locations may require more creativity and effort to set up an appropriate learning environment, but they can be very effective if prepared properly.

Whatever your situation, the appropriate packing and track-setting of the ski area where your group practices is an important component of the learning environment, and a necessary one in order to teach technical skills.

If your group does not have an established cross-country ski facility close enough to your community to use on a regular basis, it is worthwhile to make arrangements for occasional excursions to a neighboring community that does have a good facility. It is important for young skiers to be exposed to a modern, well developed ski facility.

4.3 A Progression of Athlete Development Opportunities

An established club is expected to have a progression of athlete development opportunities. The progression would begin with a Bunnyrabbit program, and would continue with a Jackrabbit program, a Track Attack program, a club Junior Racing Team program and so on. These programs within a program must not only offer a progression but be vertically integrated in order to work to potential. It is very important that each step is thoughtfully integrated with the next to reduce the chances of skier drop-out in the critical early teen years.

Definition: a vertically integrated **athlete development program** is a series of individual club programs that provides a clear and continuous progression of skier development opportunities, usually up through the senior age category.

Does your club have:

- ✓ ONE athlete development program?
- ✓ ONE overall athlete development strategy?
- ✓ ONE club head coach?

Vertical integration is a critical consideration when tackling the challenges of skier dropout.

4.4 Club Coaches

Club Head Coach

The club head coach is an essential component of a successful club athlete development program. ***Please ensure at that all the Club coaches read this section of responsibilities and that they all sign the Coaches Code of Conduct agreement in section 5.2 of the appendix.***

The key areas of responsibilities for this position would be:

- overseeing the development of all the club coaches, including beginners;
- overseeing and coordinating all the club athlete development programs from Active Start through to the Training to Compete stages of athlete development;
- coaching the junior and/or senior racing team (optional).

In carrying out these responsibilities the head coach might perform the following duties and tasks (or ensures that others perform them):

- Organizing a meeting of all the club coaches (beginner through to veterans) in late August or early September, to discuss and plan the program for the year.
 - This would include reviewing the objectives of the program, the club philosophy, the budget and what should be covered in practice/training sessions.

- If all the coaches are included, including beginners, then everyone will learn why things are done the way they are. This is the time when the club coaches should be updated on news from the ski world, such as changes in emphasis on technique or changes in race formats.
- Coordinating the different athlete development groups, from the youngest skiers to the top senior skiers in the club, so that they meet together to start their practice from one location once a week – even if all they do is start their practice with a common warm-up. This ensures that everyone sees each other at least once weekly, and encourages club identity and cohesion within the overall program. This will usually take place on Saturday and will continue through both the dryland and on-snow seasons, as appropriate for the different age groups.
- Coordinating a meeting between the coaches and parents to explain the philosophy of the club's athlete development program and the plans for the season.
- Regularly attending SDP (Bunnyrabbit, Jackrabbit and Track Attack) activity/practice sessions. The purpose of this is to assist inexperienced coaches, to get to know the younger skiers and to ensure the integration of the various programs.
- Providing technical leadership, which includes technique instruction and waxing clinics for developing coaches.
- Coordinating elite club skiers to assist with SDP activity/practice sessions on a regular basis.

SDP Coaches

SDP coaches lead group sessions. If the group of children are in the Active Start stage of development this role may be filled by community coaches "in training", but if the group is six years of age or older, they should be certified community coaches - technically competent, good role models and able to present the program well. General responsibilities might include the following:

- plan and conduct activity/practice sessions for their own group of children (dryland on-snow and classroom sessions);
- teach and evaluate ski technique
- teach ski preparation skills and respect for ski equipment
- Provide inspiration and enthusiasm

If your Club SDP 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 requires a good understanding of the program. Responsibilities might include the following:

- Coordinate the training and development of all the coaches working with the SDP

program, including new coaches recruited to replace retiring coaches.

- Ensure suitable substitutes for coaches who cannot make an activity/practice session.
- Liaise with the club head coach and the next level of athlete development program above the SDP
- Ensure the provision of current information on equipment selection, ski preparation etc.
- Ensure the coordination of games when the various SDP groups assemble together, as well as the coordination of appropriate equipment; hoops, soccer ball etc.
- Coordinate the regular involvement of appropriate “role models”.
- Coordinate the use of the ski area to suit the needs of the different ages/skill levels within the groups.

All coaches coaching for more than 7 hours/year need to sign up for the Nordiq Canada Coaching License before starting to coach after **July 1st 2019**. On **July 1st 2019**, the Nordiq Canada Coaching License will be necessary to continue benefiting from Nordiq Canada's liability insurance coverage along other benefits

- The Nordiq Canada coaching license is aimed at all active cross country ski coaches in Canada who are coaching at least 7 hours per year with a registered cross country ski club (with their division).
- An “active” coach is anyone who performs typical coaching tasks with a registered club, including delivering practices or assisting with delivery of practices, with any age group, for at least 7 hours per year.
- The license is renewable on a yearly basis, starting June 15th and effective July 1st of each year.

Sign up here: <https://zone4.ca/register.asp?id=18446&lan=1>

4.5 SDP Programmer

The SDP Programmer is the program administrator. This person may or may not be the team leader of the coach of a group, depending on the size of the program. This position doesn't necessarily require ski skills, but it does require good organizational skills and the ability to recruit volunteers. Responsibilities include:

- Registration of participations (see section 5.9 in the appendix for a sample registration form)
- Local promotion of the program
- Phoning
- Transportation
- Coordinating facility use, grooming
- Ensure teaching props and toys are adequate (see section 5.10 in the appendix for suggested toy list)
- Social events
- Coordinate special activities, ski swap, excursions, etc. possibly in cooperation with

other club members e.g. trips to a ski tournament, a back-country outing, a provincial cup competition, an inter-school ski day, etc. See section 5.11 in the appendix for a sample waiver.

- Order and distribute materials and supplies
- Administration of enrolment kits, program booklets, and award stickers
- Coordinate the provision of refreshments
- Information distribution: email networks, phone chains, bulletin board etc.
- Coordinate local leadership training courses – Introduction to Community Coaching (ICC), Community Coaching (CC) courses, waxing clinics etc.
- Liaise with the club head coach
- Oversee the risk management program (safety equipment at practices, paperwork, circulating accident report forms to coaches etc.)
- Prepare year end reports
- Perform the responsibilities of a “team leader” if the team leader position is not filled.

4.6 Parents

Parents are responsible for acquiring suitable ski equipment, ensuring skis are properly prepared for activity/practice sessions, transporting their child to practice sessions (or dropping off/picking up the equipment from school), ensuring their child spends time on skis in addition to the practice sessions, ensuring their child is dressed properly for the weather, and so on. In addition, parents can support the program as a whole by becoming coaches or assistant coaches themselves; helping with administration; fund-raising, ski swaps and special excursions; making materials for games or the ski playground and so on. Parents are an extraordinary resource that can be partners in making a sport program a success.

Tips on “how to involve a parent”

Provide them with the following information when they register their children in the program:

- An overview of the program, it’s goals and objectives
- Sample booklets and other program materials to look at – materials that help to explain the program
- An outline of the seasonal plan for the program in which their child is enrolled. Include information such as:
 - When the program begins
 - The number of sessions and the week days on which they will be held
 - Where the sessions will be held
 - Where at the ski area the group is going to convene
 - How long the sessions will be for each of the age groups
 - If there will be dryland sessions
 - Cancellation policies
 - The special activities in which this group is scheduled to take part
 - Activities that will be out of town
 - An estimate of the cost involved for the group their child is in, including equipment needs, special activities, etc.
 - Instructions on how to find more information on ski equipment – i.e. attend the initial parent meeting, or take home a handout on the subject

Suggestions on how parents can help. Be specific:

- Parents can coach; be club programmers; be involved in grooming and track setting; special events coordinator; registration; refreshments; fundraising; phoning; etc.

Ensure that parents know that they are an important and respected part of the program. If parents are interested in improving their own ski technique or want more information on ski preparation, help them! You may not be able to assist them yourself, but you can direct them to an individual or a program that can. Some clubs offer free parent ski lessons while the children are taking part in the practice sessions. Even if parents do not want to be involved as coaches, or in any support role, *they are a very important influence on their children's skill development outside of practice sessions. It is important to help parents learn as much about skiing as possible.*

The Parent Meeting

A meeting with the parents soon after registration day is a must. You may choose to have more meetings than this, depending on the activities that your program is undertaking, but you **MUST** have at least one meeting with the parents at the beginning of the season. On the agenda you should include the following:

- The goals/objectives of the program
- An outline of the program for the season
- Equipment requirements
- Clothing requirements for activity/practice sessions
- The parent's responsibilities
- How parents can help to make the program a success and share the club's duties

NOTE: Please ensure that parents read and understand this section of responsibilities and that the SDP programmer reviews the Parents Code of Conduct in section 5.3 in the appendix with all parents.

4.7 Full Service Clubs

A full service cross-country ski club delivers a wide range of programs to a broad cross section of the community, as well as a progression of athlete development opportunities for skiers of all ages and skill levels. Refer to section 5.1 in the appendix for an example of a full service club infrastructure.

Points to note are:

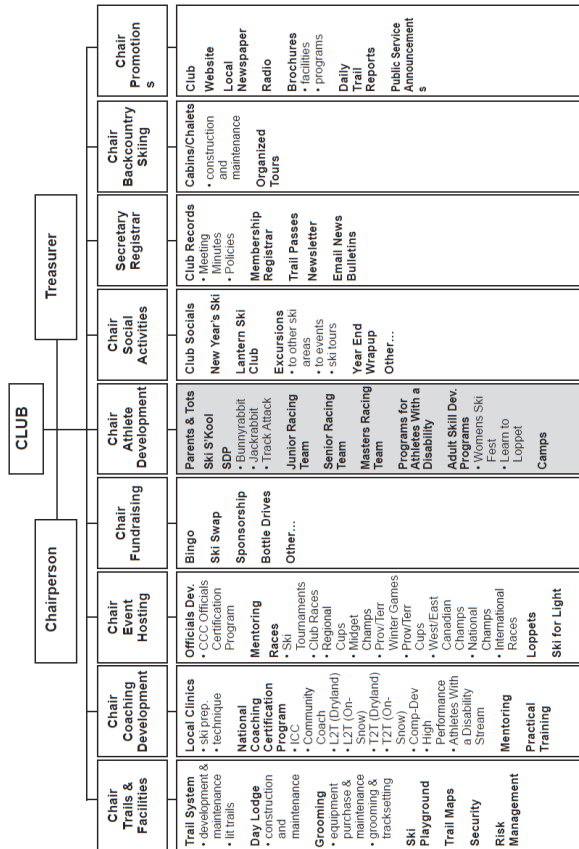
- This is a model of a volunteer driven, amateur sport club that is, through membership in a Division of Nordiq Canada, a part of the cross-country skiing sport system.
- It is a generic model. Each club will have its own special programs, names for programs and a way of "grouping" their committee responsibilities.
- It is an ideal model. Few clubs are sufficiently developed to offer the full range of programs outlined in this example.
- It does not address the role of paid staff, although they have become an integral part of the operations of larger clubs, with responsibility for trail and facility maintenance, fundraising, coaching, program delivery etc.
- It distinguishes between club "program" and club "partnerships". For example, a

program would be a loppet, a junior racing team, a NCCP workshop, etc. A partnership would refer to an organization with an independent mandate, such as the Ministry of Forests, a commercial ski area, the Federation of Mountain Club, etc. Arrangements with other organizations, whether formal or informal, do play an important role in the operations of any cross-country ski club, but they have not been included on this particular chart.

- A “Coach” is an individual who helps athletes (skiers) of any age or skill level to have a better sport experience
- An “Athlete” is anyone who wishes to improve their fitness level and develop their ski skills, regardless of their age.
- A “Full service club” should provide a clear and continuous progression of skier development opportunities. Especially critical is the vertical integration of programs for younger children, where it is important for them to be able to see the next step. If the club coaches are working as a unit, the transition from one level to the next can be something to look forward to rather than an obstacle to continuing in the sport.
- A full service club would have ONE athlete development program, ONE overall plan, ONE head coach and a good integration of the different components.

5. SDP Appendices

5.1 Example of full service club diagram



5.2 Nordiq Canada Coaches Code of Conduct

Preamble

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

Coaches Responsibilities

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 favorable 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 athlete's 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 placed 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 athlete's dignity. Verbal or physical behaviours that constitute harassment or abuse are unacceptable (the Nordiq Canada definition of harassment, and the associated policy for harassment prevention and for the investigation of alleged incidents can be found at document 1.8)
- **Never** advocate or condone the use of drugs or other banned performance enhancing substances, and In fact coaches **MUST** steer their athletes away from these substances. Please see the WADA website for more information on anti-doping:
→ [http://www.wada-ama.org/en/Anti-Doping-Community/Athletes-/](http://www.wada-ama.org/en/Anti-Doping-Community/Athletes/)
- Never provide under-age athletes with alcohol

Coaches' Attestation

This Nordiq Canada 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 Nordiq Canada 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:

Coaches' Attestation:

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

Date: _____

Name: _____

Witness: _____

5.3 Parents Code of Conduct

- Keep in mind that children are involved in organizing for their enjoyment, not yours. Please don't force your kids to participate!
- Remember it is the children who are competing in an event, not you! The youngsters at the start line aren't you! If they make a mistake, it is their error; if they win an award, it is their achievement. Glory or grief, it is *their* competition.
- Encourage skill improvement, sportsmanship and an honest effort by recognizing achievements in these areas.
- Cheers all the competitors. Recognize and applaud a good effort when it is deserved. Be supportive and positive to all the children competing in the event. Praise the efforts of all the young skiers after a competition, especially if they did not do well. Be sincere!
- Encourage your child when he/she is competing, but be careful what you say. Yelling instructions can make children nervous. Shout only general encouragements or key words that have been previously discussed with the coach and your child.
- Teach your child that the rules of the competition are mutual agreements, which no one should evade or break. Encourage your child to respect the rules and the officials who make decisions on rulings.
- Never "pace" your child during a competition. It is against the rules! A child could be disqualified as a result of this type of infraction. Remain stationary and off the actual competitive course as your child skis past you.
- After the competition, give your child peace, quiet, dry and warm clothes and a drink. In addition to a pat on the back.
- Be supportive of the coach and help him/her when you can. Coaches give their time and resources to provide skill development and ski activities for your child.
- Be supportive of and thank organizers and officials. They are volunteering their free time to provide your child an opportunity to participate in a competition. Encourage your child to say thank you to at least one official before they return home.
- Remember to keep competition in perspective. It isn't a World Cup, or an answer to world hunger, or the Olympics. Let it just be fun!

5.4 Facility Safety Checklist

Facility: _____ Date: _____

Inspected by: _____

Item	Adequate	Inadequate	Corrective Measures*	Observations
Practice Area				
Ski Trails				
Daylodge and Waxing Area				
Equipment				
First Aid Kit & Procedures				
Others				

**Ensure corrective measures are taken if safety standards are inadequate.*

5.5 Seasonal plan chart

SEASONAL PLAN							
	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH
Active Start (5 years & younger)	REGISTRATION – ALL AGES				8 WEEKS/ 8 SESSIONS 40 MIN Saturday A.M. 4 4		YEAR END ACTIVITIES
FUNDamentals (6 -7 years)					8 WEEKS/ 16 SESSIONS 1 HR Tuesday P.M. Saturday A.M. 8 8		
FUNDamentals (8-9 years)					18 WEEKS/ 40 SESSIONS 1.25 HR Tuesday P.M. Saturday A.M. 4 8 8 10 10		
Learning to Train (9-11 years)					22 WEEKS/ 50 SESSIONS 1.25 HR Tuesday and Thursday P.M. Saturday A.M. 3 8 8 8 10 10 3		
Learning to Train (11-12 years)					24 WEEKS/ 60 SESSIONS 1.5 HR Tuesday and Thursday P.M. Saturday A.M. 4 10 10 10 11 11 4		

Note: The number of sessions includes special activities, waxing workshops, etc. The time allocated to a session does not include supervised ski play time or the social time scheduled at the end each activity/practice.

5.6 Nordiq Canada Athlete Development Grid - Active Start

LTAD STAGE	COACH LEVEL	FACILITIES	TECHNIQUE	PHYSIOLOGY	STRENGTH & FLEXIBILITY	MENTAL SKILLS	COMPETITION	OTHER
<p>“Active Start” stage of athlete development.</p> <p>Boys and Girls</p> <p>0 - 5 (6)</p>	<p>NCCP Community Coach “in training” (completed NCCP Introduction to Community Coaching (ICC) workshop)</p> <p>Minimum 10 hrs. training</p>	<p>Frequent use of ski facilities with ski playgrounds / terrain parks during snow season.</p> <p>Daylodge in close proximity to ski playground.</p>	<p>Important period for developing fundamental movement skills. Introduce children to cross-country skiing early (e.g. three years of age).</p> <p>The focus on snow is balance, gliding, diagonal stride without poles.</p> <p>Spend time on skis in addition to activity sessions (as many ski playground experiences as possible).</p>	<p>Develop fitness and movement skills as a FUN part of daily life.</p> <p>Provide unstructured physical activity - active play - for at least 1hr. and up to several hrs. per day depending on age.</p>	N/A	<p>Provide activities that help children to feel competent and comfortable.</p>	<p>Games/low key competitions for older children in this stage should be non-competitive and focus on participation.</p>	<p>Learning should be accomplished through an organized mix of play and discovery in situations in which children learn to ski naturally with limited formal instruction.</p> <p>Activity sessions: 6-8 wks, one per/wk, 30-60 min. of organized activity on snow depending on age.</p> <p>Ensure positive experiences through use of appropriate ski equipment.</p> <p>Explore risk and limits in safe environments.</p>

**Age as of December 31st of the current ski season.*

December 2019

5.6 Nordiq Canada Athlete Development Grid - FUNdamentals

LTAD STAGE	COACH LEVEL	FACILITIES	TECHNIQUE	PHYSIOLOGY	STRENGTH & FLEXIBILITY	MENTAL SKILLS	COMPETITION	OTHER
<p>"FUNdamentals" stage of athlete development.</p> <p>Boys and Girls</p> <p>6 - 7 (first part of the FUNdamentals stage)</p>	<p>NCCP Community Coach (i.e. completed NCCP Community Coaching (CC) workshop)</p> <p>Minimum 26 hrs. training.</p>	<p>Varied terrain, groomed tracks for skating and classic techniques.</p> <p>Daylodge in stadium area.</p> <p>Continue to make use of ski playgrounds / terrain parks.</p> <p>Lit ski playground.</p>	<p>Master fundamental movement skills, develop overall motor skills.</p> <p>Acquire basic cross-country ski skills (both classic and skating techniques); equal use of techniques; develop downhill abilities.</p> <p>Focus on balance, agility and rhythm.</p> <p>Use "Snow Goals" to encourage time on snow. Good technique habits are developed through repeated practice.</p>	<p>Window of optimal trainability for speed 1 and flexibility development.</p> <p>Develop general fitness through participation in a variety of sports/activities on a regular basis, year round.</p> <p>Utilize games to develop technique, speed, skills and fitness.</p>	<p>Introduce basic flexibility exercises.</p> <p>Introduce strength exercises using the child's own body weight, medicine balls, Swiss balls.</p>	<p>Create awareness of the importance of mental skills.</p> <p>Exposure to positive thinking skills to build confidence and the ability to cope with stress.</p> <p>Integrated mental, cognitive and emotional development.</p>	<p>Ski tournaments, club relays, treasure hunts, year-end activities.</p> <p>5 - 10 min. (0.5 to 1 km) 4 races/season. Use varied terrain, include some unconventional settings (e.g. obstacle courses, terrain parks).</p> <p>Introduce competition in a team environment whenever possible.</p>	<p>Ensure appropriate ski equipment including waxable skis.</p> <p>Practice sessions: two per/wk, minimum 16 on-snow sessions 60 min. organized activity plus supervised active ski play.</p> <p>Practice sessions should be well-structured and monitored.</p> <p>Time on skis in addition to practice sessions - as many ski playground experiences as possible (several times a week).</p> <p>Basic ski care.</p>

* seven years of age or under as of the December 31st that is part of the current ski season.

December 2019

LTAD STAGE	COACH LEVEL	FACILITIES	TECHNIQUE	PHYSIOLOGY	STRENGTH & FLEXIBILITY	MENTAL SKILLS	COMPETITION	OTHER
"FUNDamentals" stage of athlete development. Boys and Girls 8 years (girls) and 8-9 years (boys) - second step in the FUNDamentals stage	NCCP Community Coach (i.e. completed NCCP Community Coaching (CC) workshop) Minimum 26 hrs. training.	Varied terrain, groomed tracks for skating and classic techniques. Daylodge in stadium area. Continue to make use of ski playgrounds/ terrain parks. Lit ski playground.	Master fundamental movement skills, develop overall motor skills. Acquire basic cross- country ski skills (both classic and skating techniques); equal use of techniques; develop downhill abilities. Focus on balance, agility and rhythm. Use "Snow Goals" to encourage time on snow. Good technique habits are developed through repeated practice.	Develop linear, lateral and multi- directional speed with the duration of repetitions less than five seconds. Avoid anaerobic (capacity and power) efforts (i.e. 30-90 sec at highest intensity.	Introduce basic flexibility exercises. Introduce strength exercises using the child's own body weight, medicine balls, Swiss balls.	Create awareness of the importance of mental skills. Exposure to positive thinking skills to build confidence and the ability to cope with stress. Integrated mental, cognitive and emotional development.	Ski tournaments, club relays, treasure hunts, year-end activities. 4-6 races/ season Distance: 0.5 to 1 km (5 - 10 min.) Sprints: 100-200 m (skills race) Introduce competition in a team environment whenever possible. Adapt race distances to time guidelines for the stage of development. No racing below -15°C.	Ensure appropriate ski equipment including waxable skis. Practice sessions: two per/wk, minimum 30 on- snow sessions, 90 min. organized activity plus supervised active ski play, 10 pre-ski season/ classroom sessions. Practice sessions should be well- structured and monitored. Time on skis in addition to practice sessions - as many ski playground experiences as possible (several times a week). Basic ski care. Encourage inter- club social, skill and fitness-oriented ski activities (e.g. camps) during the ski season. Develop a team/ social atmosphere.


December 2019

5.6 Nordiq Canada Athlete Development Grid – Learning to Train

LTAD STAGE	COACH LEVEL	FACILITIES	TECHNIQUE	PHYSIOLOGY, STRENGTH, FLEXIBILITY	MENTAL SKILLS	COMPETITION	OTHER
"Learning to Train" stage of athlete development. Boys 9 – 12 Girls 8 - 11	NCCP Competition Coaching Introduction (CCI) – Learning to Train Minimum 58 hours training.	Varied terrain, including challenging technical trails. Groomed tracks for skating and classic techniques. Lit trail system. Day lodge in stadium area.	Window of optimal trainability for motor-coordination. Introduce dryland ski techniques – ski walking and ski striding. The focus on snow is balance, agility and rhythm. Good technique habits are developed through repeated practice. Use games that reinforce technique being taught. All basic cross-country ski skills (classic and skating) should be refined before the end of this stage. Encourage unstructured play time on snow.	Utilize games to develop skills, speed, power and aerobic fitness. Window of optimal trainability for flexibility. Basic dynamic and static flexibility training with an emphasis on proper technique. Develop strength using medicine balls, Swiss balls, exercises that incorporate the child's own body weight. Include basic core strength exercises. Use ski-related hopping and bounding exercises for developing leg strength and movement skills. Include speed exercises in the practice sessions by using specific activities that focus on agility, quickness and change of direction. Aerobic fitness is increasingly important. Include general aerobic activities 3-4x/wk.	Develop an awareness of the importance of practising basic mental skills. Introduce pre-race preparation. Introduce tactical skills. Introduce the mental skills of constructive self-talk, imagery and confident behaviour. Introduce basic stress management. Introduce basic goal setting.	Racing Rocks! <input type="checkbox"/> <i>Ski Tournaments</i> <input type="checkbox"/> <i>Double Cross</i> <input type="checkbox"/> <i>Team Sprints</i> Midget Championships. Club, regional (and Provincial/Territorial Cup races when held within region). 5-10 competitive experiences per season. Race distances: start with 1.0 km and progress to a maximum of 3 km. 5-10 min. max.). Sprints: 200m. Generally begin after Xmas. Introduce ancillary capacities. Competitive focus should be on personal improvement. Basic rules are learned.	Narrow the focus to three sports. Ensure appropriate ski equipment. Good nutrition; continued education on re-hydration Emphasize group interaction, team building and social activities. Group sessions begin Sept. 15. 1.25 to 1.5 hrs. 3x /wk during fall and ski season. Maximum 70 sessions including competitions and special activities (includes winter safety and ski care education). Ensure "adventure-based" activities are built into season plan. Make good use of snow season.


Important note for all age groups re: race distances. Early season races should be at the shorter end of the range. The maximum distance should only be raced a few times towards the end of the season. When establishing a race distance or deciding which race skiers will enter, take into account: the ability and fitness of the skiers; the difficulty of terrain; the elevation (altitude) of the race site; and whether the skiers are in the first or second year of their age class. The objective is to have skiers race at high speed with good technique, rather than struggle to finish the distance.

5.7 Fundamental Skills Checklists

																													
															Ready Position														
															Falling and Rising														
															Side Stepping														
															Star Turn														
															Diagonal Stride														
															Herringbone														
															Free Glide														
															Snowplow Braking														
															General Comments														

Skill Checklist - Level 1

5.7 Fundamental Skills Checklists

															Diagonal Stride															
															Herringbone															
															Double Poling															
															Free Glide															
															Kick Turn															
															Snowplow Stop															
															Snowplow Turn															
															<p>General Comments</p>															


Skill Checklist - Level 2

5.7 Fundamental Skills Checklists

[illegible]

Skill Checklist - Level 3

5.7 Fundamental Skills Checklists

															
															One-step Double Poling
															Free Skate
															One Skate
															Two Skate
															Step Turn
															Parallel Side Slipping
															Offset
															General Comments

Skill Checklist - Level 4

December 2019

5.8 JR report card Level 1

JR Name: _____

Coach: _____

Skill level completed: _____

Club: _____

Skill level next year: _____

Skill	Achieved	Comments
 Ready position		
 Falling and rising		
 Side Stepping		
 Star Turn		
 Diagonal Stride		
 Herringbone		
 Free Glide		
 Snowplow Braking		

5.8 JR report card Level 2





JR Name: _____

Coach: _____

Skill level completed: _____

Club: _____

Skill level next year: _____

Skill	Achieved	Comments
 Diagonal Stride		
 Herringbone		
 Double Poling		
 Free Glide		
 Kick Turn		
 Snow plow Stop		
 Snowplow Turn		

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5.8 JR report card Level 3









JR Name: _____

Coach: _____

Skill level completed: _____

Club: _____

Skill level next year: _____

Skill	Achieved	Comments
 Diagonal Stride		
 Double Poling		
 One-step Double Poling		
 Free Skate		
 Downhill Tuck		
 Diagonal Skate		
 Kick Turn		
 Skate Turn		

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5.8 JR report card Level 4








JR Name: _____

Coach: _____

Skill level completed: _____

Club: _____

Skill level next year: _____

Skill	Achieved	Comments
 One-step Double Poling		
 Free Skate		
 One Skate		
 Two Skate		
 Step Turn		
 Parallel Side Slipping		
 Offset		

December 2019

PROGRESS REPORT FORM

Club: _____ Skier: _____

Date: _____ Coach: _____

Skill Level Completed: _____ Skill Level Next Year: _____

Skill	Comments

Summary: _____

5.9 Sample registration for Jackrabbit programs:

Jackrabbits program description:

The Jackrabbit program is aimed at kids aged 4 to 9 years of age. This nationally supported program promotes the fundamental development of ski skills in a fun-filled environment. The objective is for children to learn basic cross-country ski skills (both classic and skating) and to instill a lifelong interest in the sport, thereby enhancing their quality of life and health.

Participant information:

First name:	
Last name:	
Birth date:	
Grade:	
Gender:	
List any health conditions:	

Parent /Guardian information:

First name:	
Last name:	
Address:	
City:	
Province:	
Postal code:	
Home phone number:	
Email address:	

Emergency contact person information:

Name:	
Cell phone number:	

Photo release agreement:

Photographs are frequently taken during (*your club name*) programs and special events. I grant permission to the (*your club name*) and other associated cross country organizations (e.g. Divisions, etc) to use my child's photograph on its website, on exhibition space and/or for fundraising, development or public relations purposes.

Yes ☐ No ☐

Program selection and cost information:

Jackrabbit program: 4 year old ☐ \$XX.00 ☐

Jackrabbit Program: 5 – 9 years old ☐ \$XX.00 ☐

If you have any questions regarding the programs, please contact the Jackrabbit Program Coordinator at for more information.

Tell us about your child:

Highest Jackrabbit level completed:	
My child has never been on skis:	
My child has skied only a few times:	
My child skis regularly:	
My child downhill skis regularly:	
My child learns best through games:	
My child likes to ski distances:	
Additional comments:	

Volunteer positions:

The success of our ski club is only achieved through the efforts of community volunteers. ALL Jackrabbit parents/guardians are expected and required to volunteer to help run the program in some way. Please indicate which area you are willing to help with. Thank you!

Group Coach:	
Coach's assistant:	
Games night coordinator:	
Games night assistant:	
Den Parent:	
Jackrabbit Coordinator:	

Participant responsibilities:

Under no circumstances will abuse of any kind be tolerated. Should any problem

arise with the program or instructor, please notify the program coordinator as soon as possible.

Program withdrawal:

(*Your club name*) will refund 100% of program fees if withdrawal is within 2 weeks of the start of the program. A \$XX.00 administration fee will be applied to all refunds. No refunds will be given once the program starts, except for medical reasons, in which case the program fees will be pro-rated. Club membership fees are non-refundable.

5.10 Sample list of Jackrabbit Toy Box contents:

Suggestions for your clubs toy box to enable the teaching of key skills, while keeping the fun and enthusiasm high throughout the Jackrabbit sessions.

- Bean bags
- Soccer balls
- Tennis balls
- Cones, collapsible or easy to stack and pack into a backpack
- A tunnel
- Hoops
- Hockey sticks
- Flags
- Pinneys
- Stuffed animals
- Frisbees
- Headlamps
- Ropes for tug of war etc
- Bamboo rods
- Bicycle inner tubes for pulling each other
- Football



Nordiq Canada

INFORMED CONSENT AND ASSUMPTION OF RISK AGREEMENT

By signing this document you will assume

1. This is a binding legal agreement. As a Participant in the sport of cross-country skiing and the programs, activities and events of **Nordiq Canada including all of its registered Divisions and Clubs and Canadian Snowsports Association** (hereinafter called **Nordiq Canada/CSA**), which include without limitation cross-country skiing competitions, camps, clinics, and related activities such as roller-skiing, road cycling, running and hiking (hereinafter called the **Activities**), the Participant and/or the Parent/Guardian of the Participant (hereinafter called the **Parties**), acknowledge and agree to the following terms:

Description of Risks

2. The Participant is participating voluntarily in the **Activities**. In consideration of the Participant's participation in the **Activities** sanctioned by **Nordiq Canada/CSA**, the **Parties** hereby acknowledge that they are aware of the risks, dangers and hazards associated with or related to the **Activities**, and may be exposed to such risks, dangers and hazards. The risks, dangers and hazards include, but are not limited to, injuries from:
 - a) training whether indoor or outdoor including strength training, running, hiking, and cycling;
 - b) overusing, exerting and stretching various muscle groups and strenuous cardiovascular workouts;
 - c) vigorous physical exertion, rapid movements and quick turns and stops;
 - d) falling to the ground due to slips, trips or uneven, slippery or irregular terrain or surfaces;
 - e) contact, colliding or being struck by skis, ski poles, equipment, trees, other individuals or other fixed objects;
 - f) failing to participate within one's abilities, skill and within designated areas;
 - g) becoming lost or separated from the group or the group becoming split up;
 - h) failure to properly use any piece of equipment or from the mechanical failure of any piece of equipment;
 - i) extreme weather conditions which may result in frostbite, hypothermia, snowstorms, sunstroke or lightning strikes;
 - j) encounters with animals or plants including allergic reactions;
 - k) travel to and from training, competitive events and associated non-competitive events which are an integral part of **Activities**; and
 - l) other risks normally associated with participation in the **Activities**.

3. Furthermore, the Parties are aware:

- a) that injuries sustained may be severe, paralyzing or fatal;
- b) that the Participant may experience anxiety or embarrassment while challenging themselves during the activities, events and programs of **Nordiq Canada/CSA**,
- c) that the risk of injury is reduced if the Participant follows all rules established for participation; and
- d) that the risk of injury increases as the Participant becomes fatigued.

Disclaimer

4. In consideration of **Nordiq Canada/CSA** accepting the Participant's application for membership in the **Club** or allowing the Participant to participate, the **Parties** agree that **Nordiq Canada/CSA**, and its respective directors, officers, committee members, members, employees, volunteers, participants, agents and representatives are not responsible for any injury, personal injury, damage, property damage, expense, loss of income or loss of any kind suffered by the Participant during, or as a result of, any of the **Activities** sanctioned by **Nordiq Canada/CSA**, , caused by the risks, dangers and hazards associated with the **Activities**.

Acknowledgement

5. The **Parties** confirm that:
 - a) the Participant's physical condition is sufficient to allow participation in the sport of cross-country skiing and the activities, events and programs of **Nordiq Canada/CSA**;
 - b) they have been provided sufficient information about **Activities** and the associated risks and hazards so that they are aware of the effect of this agreement;
 - c) the Participant agrees to abide by the Rules and Regulations imposed by **Nordiq Canada/CSA**, in association with the **Activities**, and to follow the instructions of the officials during the **Activities**; and
 - d) they have read this agreement understand it, have executed this agreement voluntarily, and that this agreement is to be binding upon the **Parties**, their heirs, executors, administrators and representatives.
6. In addition, the **Parties**:
 - a) authorize **Nordiq Canada/CSA**, to collect and use personal information about the **Parties** which relates in any way to the **Activities**, including without limitation the publication of photographs in newsletters and promotional materials, and the posting of photographs, videos, articles, rosters, statistics, images and results on the **Nordiq Canada/CSA** websites;
 - b) grant permission to **Nordiq Canada/CSA**, to photograph and/or record the **Parties** image and/or voice, and to use this material to promote **Nordiq Canada/CSA**, through any form of and agree that the audio/visual material and copyright will remain the sole property of **Nordiq Canada/CSA**, and waive any claim to remuneration for use of audio/visual materials used for these purposes; and
 - c) understand that they may withdraw such consent at any time by contacting Nordiq Canada at 403-678-6791. Nordiq Canada will advise the implications of such withdrawal.

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☐ I, the Participant and/or Parent/Guardian, have read and agree to be bound by this agreement.