



Coaching Handbook

RNSC Skill Development Program

THANK YOU for committing your time, skills and talent & welcome to the team!
This guide is meant to provide information to help you get off to a great start.

WHO WE ARE	2
Our Vision	2
Our Mission	2
The Team	3
The Club's Volunteers	3
COACHING CERTIFICATION AND REQUIREMENTS	3
Club Member	3
National Coaching Certification Program (NCCP) / The Locker	4
Annual Coaching License - Nordiq Canada	4
Revelstoke Ski Club Membership	4
Police Vulnerable Sector Check	4
Responsibilities	5
Trail Safety Policy	5
First Aid Certification	5
Values and Guidelines	5
COACH PLANNING	6
Jackrabbit and Track Attack Learning Goals	6

Stadium Use	7
General Lesson Planning	7
Communication with your Group	8
Coach Identification	8
What to Have With You While Coaching	8
CLUB SPECIFIC RESOURCES	9
Website	9
Newsletter	9
Emergency Plan	9
Accident Reporting Form	9
Concussions	9
Lodge and Equipment Use	9
Club Waxes	10
Session Cancellation Plan	10
Bring a Friend	10
Head Coach	10
SPORT RESOURCES	11
Additional Coach Training Opportunities	11
Sport for Life	11
Nordiq Canada Athlete Development	12
True Sport Principles	12
Jackrabbit Games	12
ATTACHMENTS	13
Police Vulnerable Sector Check Requesting Letter	15
Progress Report Form	16
Trail Map	16
Emergency Plan	17
Accident Report	18
Concussion Pocket Guide	19
Informed Consent and Assumption of Risk	19
RNSC Air Quality Policy	20

WHO WE ARE

Revelstoke Nordic Ski Club is a member run, not-for-profit sport organization with just over 300 members.

Our Vision

The Revelstoke Nordic Ski Club's vision is to inspire and enable all ages and abilities in the pursuit of cross-country skiing as a lifelong activity.

Our Mission

1. To provide programming that develops cross-country ski skills and fitness for all club members, from beginners to competitive race teams.
2. To provide a welcoming and friendly club environment that emphasizes the fun of skiing and being active for life.
3. To provide an excellent competitive program that prepares athletes for races, from the local to the international stage.
4. To provide exceptional race hosting and events for our members and the entire ski community.

The Team - Staff & Volunteers

As a member run, volunteer-based organizations, decisions on behalf of the Club are made by a Board of Directors, elected by the membership at the Annual General Meeting. A list of the most current board members can be found on our website. The Club hires 4 full-time paid staff; General Manager, Head Coach, Office Manager, and Operations Manager. Additionally, there are Program Coordinators for Skill Development Program and Recreational Programs.

The operation, programs, and services of Revelstoke Nordic Ski Club (RNSC) depend upon the volunteer efforts of our members.

Club Member

As a coach you need to be a RNSC member which means that you will also be a member of Nordiq Canada which provides our insurance, coaching courses, coaching resources, as well as other benefits such as discounts at the Nordiq Canada store. All individuals who want to register in a program, coach, apply for a racing licence, have voting rights at Annual General Meeting, and/or have a primary role at a club event must be Full Members of the club. The cost of a Full Membership includes membership with Nordiq Canada. Club membership can be purchased on www.zone4.ca

The cost of club membership is borne by the coach and must be renewed each year.

National Coaching Certification Program (NCCP) / The Locker

Revelstoke Nordic Ski Club follows the Coaching Association of Canada coach education and certification process, which is provided through The Locker (<https://thelocker.coach.ca>). Access to this site will provide all coaches with the opportunity to track their progress and guide their development. You must first create an account and login information to be able to access and track all your certifications.

The on-line Multi-Sport '[Coach Initiation Into Sport](#)' (\$15) and the Cross-Country Ski specific 'Introduction to Community Coaching (ICC) (\$52) are the minimum requirements to coach with the club and are both provided online. Additional coaching courses are offered annual and are in person. These opportunities can be accessed once the above mentioned first certifications are met.

Coaching certification fees for the Coach Initiation Into Sport, ICC, Community Coaching and Learn 2 Train are reimbursed by the Club for committed Club coaches. Other courses may be approved by the Board on a case-by-case basis.

Annual Coaching License - Nordiq Canada

A renewal of your free, on-line coaching license through Nordiq Canada is required for insurance purposes. To do so visit [Nordiq Canada Coaching License](#). You will need your NCCP number.

Police Vulnerable Sector Check

A Police Vulnerable Sector Check (PVSC) (\$28.25 reimbursed by Club once completed) must be provided to the Club. A copy received through another organization within one calendar year will be accepted. PVSC's are valid for 3 years. **Please see the attached Letter of Request.**

SafeSport Responsibilities

Club coaches will adhere to Cross Country BC's '[SafeSport Policy](#)' which serves to protect minor athletes in potentially vulnerable situations, as well as the club's quality coaches, by ensuring that there will always be two certified coaches with an athlete, especially a minor athlete, when in a potentially vulnerable situation. Should there be a circumstance where a second certified coach is not available, a screened volunteer, parent, or adult may be recruited with acknowledgement of the increased potential risk. Required learning modules: "CAC SafeSport Training" (1.5hrs) & "Understanding the Rule of 2" (20mins)

[CAC SafeSport Training](#)

- Using the above link, scroll down to the "Take the Safe Sport Training" section.
- Click on the "Take the training on the Locker" link.
- Log in with your NCCP account or create a new account if you need to.
- This free eLearning module will take approximately 90 minutes to complete. You may complete the module in multiple sittings.
- Once you have completed the training, the module will appear in your Locker transcript (Certification).

Rule of Two Training

- Using the above link, scroll down to the "Take the training on the Locker" link.
- Log in with your NCCP account.
- From the "Elearning" tab across the top of the Locker page, choose "Mulit-sport" from left menu.
- From the dark "Available" menu, scroll down and click on "Understanding the Rule of Two".
- The free eLearning module will take approximately 20 minutes to complete. You may complete the module in multiple sittings.
- Once you have completed the training, the module will appear in your Locker transcript.

After completing both modules above, please do the following while logged into your Locker account:

- Click on "Profile" along the top main menu.
- Click on "Certification" in the sub-menu below.
- Scroll down the page until you find both of the above training modules and take a screenshot that identifies the name of the training course and the date completed.
- Forward the screenshot to info@revelstokenordic.org for recording

Training Safety Policies

Club coaches will adhere to Club policies related to cold weather and air quality.

First Aid Certification

If you have First Aid Certification, please inform the Program Manager of this as well as the expiry date of your certification. You may be identified in our Club's Emergency Plan.

Values

Organized sport for kids and teens is often a great way for children to regularly participate in physical activity. Being part of a sports club provides many benefits to young athletes. Clubs and coaches bear various responsibilities to keep sport healthy and safe for all athletes, especially youth.

Overall, Revelstoke Nordic Ski Club (Club) commits to: coaching responsibly, ensuring physical safety and health of athletes, valuing relations with others, providing respect, and honouring sport. The Club strives to provide the best coaching services and environment to all athletes.

We value each other as individuals and in our respective roles as athletes, coaches, board members, volunteers, etc.; and we act with integrity. We expect active, open, and honest sharing of information and ideas, listening carefully to and respecting the opinions of others. We value each athlete, provide equal opportunity for each athlete, and treat all athletes fairly, encouraging each athlete to fulfill their potential. Different athlete goals and levels of commitment to skiing are accepted. Coaches allow athletes' goals to take precedence over their own. We strive to meet the physical, social, emotional, and cognitive needs of each athlete and use the Long Term Athlete Development Guidelines to do so. We recognize the many benefits afforded by the Club as an entity, strive to promote the Club, and recognize the authority of the Club Board of Directors in overseeing the ski programs. Individual athletes, in

addition to achieving their own goals through independent activities, function as part of the Club and contribute to the overall success of the Club.

Guidelines

Coaches will act in the best interest of the athlete's development as a whole person – respecting and consulting with parents. Coaches welcome and respond to athlete feedback on training, preparation, race support and other related activities in a timely manner. Coaches ensure that all athletes are given fair and appropriate technical support. Coaches share information regarding sessions, events, travel, waxing, technique, etc., for the mutual benefit of all coaches and athletes. Inter-coach communication and cooperation is integral to club success; coaches will operate as an effective team coordinating with the Head Coach, Program Manager and when necessary Program Coordinators.

COACH PLANNING

Jackrabbit and Track Attack Learning Goals

At Revelstoke, we use Nordiq Canada's Jackrabbit and Track Attack programs which follow the Long Term Athlete Development (LTAD) Model for skills development. LTAD is an inclusive model that encourages all individuals to be involved in lifelong physical activity. It emphasizes the need for all children, particularly those who have the capacity and interest to become elite athletes, to be given a solid foundation in physical, technical, tactical and mental capacities.

The stages of LTAD, by age, are:

- Awareness and First Involvement (First Stage, any age),
- Active Start, 0 to 5
- FUNdamentals 6 to 9
- Learn to Train, 10 to 12
- Train to Train, 11 to 16
- Learn to Compete, 15 to 20
- Train to Compete, 20 to 23
- Train to Win, 23 +
- Active for Life, any age.

(See more about LTAD below in the Resources section).

Nordiq Canada's *Introduction to Coaching, Community Coaching, and Learn to Train (Dry-land and On-snow)* Manuals provide a wealth of information for planning a season and coaching a session, as well as lots of suggested games and activities. Even our most experienced coaches turn to this manual on a weekly basis for inspiration.

Here is an overview of the skills focus of each level, in addition to the overarching focus to encourage being active for life:

-
- Bunnies (Active Start 0-5): Side Stepping, Falling and Rising, Tracking, Movement on Skis, Star Turn
 - Level 1 (FUNdamentals): Side Stepping, Falling and Rising, Free Glide, Ready Position, Tracking, Movement on Skis, Herringbone, Snowplow braking, Star Turn
 - Level 2 (FUNdamentals): Diagonal Stride, Double Poling, Free Glide, Kick Turn, Snow Plow Turn, Snow Plow Stop, Herringbone.
 - Level 3 (FUNdamentals): Diagonal Stride, Double Poling, Downhill Tuck, Diagonal Skate, Kick Turn, One Step Double Pole, Free Skate and Skate Turn.
 - Level 4 (FUNdamentals): One-Skate, Two-Skate, Offset, Step-Turn, One-Step Double Pole, Free Skate, Parallel Side Slipping
 - Track Attack (Learn to Train): Offset, Diagonal Stride, Double pole and Kick- Double Pole, One Skate, Two Skate, Free Skate, Downhill Tuck, Tuck Skate, Free Skate, Fast Cornering, Fast Down hills, Hop skate up hills.

At the end of a program a Progress Report should be provided to each individual. A fillable progress report form is included in the attachment section of this manual. You are free to make your own as well.

Stadium Use

This space has always been shared well. Coaches will continue to communicate space needs to other groups, self-evaluate if overusing space, and be considerate of other groups in this wonderful large area. Equipment is available in the Club Trailer for coaches to use, and it is critical that all equipment be picked up and cleared out of the stadium after practice.

General Lesson Planning

- Lessons for all ages, but especially youth should include several games on skis to start (warm up) as well as a ski on the trails and a warm down (could be more games). This gives athletes of varying interests opportunities to thrive, have fun, get to know the trails and build skills. It's also a great idea to plan your goal and key messages for the lesson ahead of time. Prepare, Plan, Deliver, and Conclude. See listed resources in this document for planning ideas
- Encourage athletes and their families to participate in all the amazing Club events that we put on, both social and athletic throughout the entire year.
- Encourage and foster the development of athlete (or parent, depending on age) self-sufficiency with bag packing, waxing, hydration and nutrition planning, ownership over gear.
- Coaches, parents and peers help athletes build intrinsic versus external motivation. Within the Mastery Motivated Climate (MMC) one's 'Perceived Competence' affects their enjoyment and motivation and is affected by:
 - T-ask
 - A-uthority - giving some say and input (player's choice)
 - R-ecognition - reinforce effort and improvement not just outcomes
 - G-rouping - cooperation and competitive activities

-
- E-evaluation - assessing improvement (not only a technique checklist)
 - T-ime - allow enough to learn

Communication with your Group

If you are the lead coach for a group, then all program participants should receive one weekly email.

You should plan to send one email/week to your group, and assistant coaches. This email would be in addition to the email sent by the program coordinator and could provide specific details about what your group will be working on, where to meet, waxing instructions, clothing suggestions and fun themes or activities planned. Note that no coaches should individually email an athlete that is a youth. Parents/guardians must always be included in communication. This is in compliance with our commitment to the “Rule of 2” guidelines.

What to Have With You While Coaching

Please carry with you, in a sealed plastic bag, during each session the following items:

- Trail Map (**attached**)
- Club Emergency Plan (**attached**)
- List of your group members with known medical conditions and emergency contact number (from your zone4.ca group link)
- Grip wax and cork (if classic skiing)
- Cell phone (if possible)

CLUB SPECIFIC RESOURCES

Website

Get acquainted with Revelstoke’s website, www.revelstokenordic.org and find all you need as a coach and as a club member.

Newsletter

Encourage all to subscribe and read the monthly e-newsletters - RNSC Nordic News. You can sign up on the club website.

Emergency Plan

Please see and read the attached Emergency Plan and put a copy in your sealed plastic bag to have with you at every session.

Accident Reporting Form

Please see and read the attached Accident Reporting Form and put a copy in your sealed plastic bag to have with you at every session.

Concussions

On July 1, 2019, new rules came into effect in Ontario through Rowan's Law, to improve concussion safety in amateur sport. When becoming a club member through zone.4 you are requested to read and acknowledge Revelstoke Nordic Ski Club's concussion policy. (**Please see the attached Concussion pocket guide**).

Lodge and Equipment Use

The Club owned trailer is located on the North West side of the parking lot, closest to the stadium. The first door brings you to the club wax area and ski equipment rentals. The second door brings you to the game/activity equipment room. The door to this room will be unlocked every Thursday evening and Saturday morning by either the Program Manager or Jackrabbit Coordinator. If it is not unlocked and you would like to borrow some game equipment, the key is located in the chalet, in the furnace room across from the women's change room, hanging on the wall, in between two furnaces. The Key must be immediately returned to its location. All equipment borrowed from the ski league hut must be returned and put away as neatly as possible.

Club Waxes

Athletes and families are encouraged to purchase their own waxes for the season, with an emphasis on only the basics being required (3 grip waxes; warm, cold, and approx -1 to -6, a cork, a blue no-fluoro glide wax and a scraper). The Head coach coordinates all racing wax for the Fitness and Competitive Teams. Additional club waxes are available for all to use and are located in the Jackrabbit Cupboard in the Chalet.

Session Cancellation Plan

A decision will be made based on temperature and forecasted weather by the Program Coordinator, the Head Coach and the Jackrabbit Coordinator, and communicated 2 hours prior to the start of a session **by email**. It may also be posted on the Revelstoke Nordic Ski Club Facebook Page.

Bring a Friend

All members are encouraged to bring a friend to try out a program for a day. Athletes must let their coach know ahead and have them bring the attached Informed Consent And Assumption Of Risk Agreement completed. The consent form is also available at chalet and also on our club website.

Head Coach

Revelstoke Coaches are encouraged to keep improving their own technique. Revelstoke provides several ways for you to do that:

1. Head Coach Pauline can provide tips or feedback anytime you see him and he is not coaching.
2. You can join one of our free coach clinics as offered per season.

-
3. You can take additional coaching coaches when they are offered.

Coaching Clinics & Adult Group Lessons

We will host one or two coach technique clinics early season. Coaches are welcome to join Adult group lessons at no charge. Please express your interest to skilldevelopment@revelstokenordic.org.

SPORT RESOURCES

Additional Coach Training Opportunities

Coaching Association of Canada - The Locker - www.thelocker.coach.ca

Multisport Modules: Coaching Athletes with a Disability, Making Head Way in Sport, NCCP Sport Nutrition, Safe Sport Training, MED Making Ethical Decisions

Cross Country Skiing Sport Specific: Online Waxing Clinic.

For additional Coach certification opportunities, above and the online 'Muti-Sport' and 'Introduction to Community Coaching' courses please keep your eye on our monthly newsletter for annual opportunities.

Sport for Life - <https://sportforlife-sportpourelavie.ca/catalog.php>

There are numerous modules available, here are just a few examples: Risk Management in Sport, Effective Communication, Recruitment and Retention of Volunteers, Effective Board Governance, Cultural Awareness in Youth Sport, Diversity and Inclusion Training for Volunteers, Stepping Stones to Indigenous Sport and Physical Activity Participation, Welcome to Canada: Engaging Newcomers in Sport and Physical Activity.

Jumpstart/Respect Group: Keeping girls in Sport - <https://jumpstart-kgis.respectgroupinc.com/>

Coaches Association of Ontario - Coach 2 Coach -

https://www.coachesontario.ca/programs-resources/#jumplink_Coach_2_Coach

Coach 2 Coach is a monthly discussion on a coaching topic between coaches of all sports, at all levels, across Ontario. Its goal is to share coaching knowledge and experience between coaches of different sports at different levels. Generating greater community among Ontario Coaches is just a bonus!

Sport for Life

Developing physical literacy and delivering quality sport

- Long Term Athlete Development <https://sportforlife.ca/long-term-development/>
- Physical Literacy <https://sportforlife.ca/physical-literacy/>

Nordiq Canada Athlete Development

<https://nordiqcanada.ca/coaches-and-wax-techs/coaches/coaching-resources-for-athlete-development/>

Nordiq Canada is proud to provide the development tools coaches need to create lifelong skiers and future world champions. In addition to pathway benchmarks and development standards, you have access to thousands of activities, videos, tutorials, testing protocols and more. You can even borrow equipment.

True Sport Principles

<https://truesportpur.ca/true-sport-principles>

- Go for it
- Keep it Fun
- Play Fair
- Respect Others
- Stay Healthy
- Include Everyone
- Give Back

Jackrabbit Games

Thank you to Nakkertok Ski Club for this list of great ski games:

<http://nakkertok.ca/coaches-bunnyrabbit-and-jackrabbit-games/>

And here are 33 short videos of different Jackrabbit Games:

<https://nordiqcanada.ca/news-item/33-new-jackrabbit-games-videos/>

ATTACHMENTS

Revelstoke Nordic Ski Club Values and Code of Conduct Policy Agreement

Organized sport for kids and teens is often a great way for children to regularly participate in physical activity. Being part of a sports club provides many benefits to young athletes. Clubs and coaches bear various responsibilities to keep sport healthy and safe for all athletes, especially youth. This policy lays out Revelstoke Nordic Ski Club's values and the responsibilities of coaches.

Overall, Revelstoke Nordic Ski Club (RNSX) commits to: coaching responsibly, ensuring physical safety and health of athletes, valuing relations with others, providing respect, and honouring sport. The Club strives to provide the best coaching services and environment to all athletes.

Our Values

We value each other as individuals and in our respective roles as athletes, coaches, board members, volunteers, etc.; and we act with integrity. We expect active, open, and honest sharing of information and ideas, listening carefully to and respecting the opinions of others. We value each athlete, provide

equal opportunity for each athlete, and treat all athletes fairly, encouraging each athlete to fulfill their potential. Different athlete goals and levels of commitment to skiing are accepted. Coaches allow athletes' goals to take precedence over their own. We strive to meet the physical, social, emotional, and cognitive needs of each athlete and use the Long Term Athlete Development Guidelines to do so. We recognize the many benefits afforded by the Club as an entity, strive to promote the Club, and recognize the authority of the Club Board of Directors in overseeing the ski programs. Individual athletes, in addition to achieving their own goals through independent activities, function as part of the Club and contribute to the overall success of the Club.

Responsibilities

- All Club Coaches will be full Club members
- All Club coaches will meet the minimum mandatory coaching qualifications and requirements of Nordiq Canada (Cross Country Canada) for coaching athletes ages 16 and under, which includes the 'Introduction to Community Coaching'
- Club coaches will adhere to Cross Country Ski Ontario's '[Rule of Two Guidelines](#)' which serve to protect minor athletes in potentially vulnerable situations, as well as the club's quality coaches, by ensuring that there will always be two certified coaches with an athlete, especially a minor athlete, when in a potentially vulnerable situation. Should there be a circumstance where a second certified coach is not available, a screened volunteer, parent, or adult may be recruited with acknowledgement of the increased potential risk.
- Club Coaches will adhere to the [NCCP Coaching Code of Conduct](#)
- All coaches working with athletes ages 16 and under and/or official chaperones on Club trips will have a valid Police Vulnerable Sector Check (PVSC), which once received, will be valid for 3 years. PVSC's obtained for another organization within the same current calendar year will be accepted.

Guidelines

Coaches will act in the best interest of the athlete's development as a whole person – respecting and consulting with parents. Coaches welcome and respond to athlete feedback on training, preparation, race support and other related activities in a timely manner. Coaches ensure that all athletes are given fair and appropriate technical support. Coaches share information regarding sessions, events, travel, waxing, technique, etc., for the mutual benefit of all coaches and athletes. Inter-coach communication and cooperation is integral to club success; coaches will operate as an effective team coordinating with the Head Coach, Program Manager and when necessary Program Coordinators.

Coach's Acknowledgement I accept the Revelstoke Nordic Ski Club Coaches Values and Responsibilities and agree to fully support them in my actions as a coach.

Coach Name (print): _____

Coach Signature: _____

Date: _____

Witness Name (print): _____

Witness Signature: _____ Date: _____

Coaches must sign this document and submit it to the Club Program Manager prior to commencing coaching for the Club.

RCMP Criminal Record Check - Children & Vulnerable Sector

RCMP Criminal Record Check for Volunteer Coaches

Please be sure to complete online using these steps:

1. Go to <https://justice.gov.bc.ca/eCRC/>
2. Scroll down and enter our access code: 563MSC6Y4D
3. Enter the funny text letters in the box (to verify you are not a computer)
4. Click on "Request a New Criminal Record Check"
5. Our RNSC information should appear. Click NEXT
6. Read the information and click in the 2 YES circles, click NEXT
7. Fill in the personal details. Your applicant's position/job title will be 'Coach'. (Also ensure you put a space in the postal code and – in phone number.)
8. Click NEXT
9. If all the details are correct, click NEXT
10. Answer the Identity Verification Questions. Click NEXT
11. Print your form or just record your service # for your own records.

Your criminal record check will be sent to our Head Coach. If you wish to do it manually, please provide the following Party ID#: **1708594**.

Revelstoke Nordic Ski Club
Box 1618
Revelstoke, British Columbia
VOE 2S0
250-814-4264
info@revelstokenordic.org

Sample Progress Report Form

Jackrabbits 3 2022/23

Name

- Level 3 Skills
- Diagonal Stride
 - Double Poling
 - One-Step Double Poling
 - Free Skate
 - Downhill tuck
 - One Skate
 - Step Turn
 - Kick Turn



Coaches:

It was so fun to have you in our group NAME! I can't believe what a great Nordic skier you have become. Thanks for listening really well to your coaches: this went a long way to your quick progression! It was nice that you were always near the front of the group, with a positive attitude.

You must be proud of your skate skiing! Your offset is really improving, and making the uphill easier for you. You are getting some glide with each step, and using your body weight to push on your poles and propel your body forward. Your diagonal stride is also great! Keep working on the forward lean, and getting your hips forward too. We really hope to see you at Nordic again next season. You could do JR4 or Track Attack!

Trail Map

<https://www.revelstokenordic.org/trail-info-maps/>

Emergency Plan

Revelstoke Nordic Ski Club Emergency Plan at Revelstoke Ski Club (Update Nov 2019)

- **Remain Calm**
 - Identify an 'In-Charge' person
 - Protect oneself (gloves). Perform initial **First Aid** assessment. ABC's
 - **Identify a 'Call Person(s)'** who will go to the nearest phone (cell phone or chalet).
 - Continue to apply First Aid and stay with injured person
- Reduce risk** of further harm to injured by securing area and sheltering injured individual(s) from the elements if/ however possible. Could include identifying an individual to go collect extra clothes from chalet or bringing the person to the chalet. Stay with the injured person until EMS services arrive.

Identify a 'Manage Others' individual(s) to be in charge of other athletes and ensure they are in a safe place. If a 'Manage Others' person is not available ensure all other participants are in a safe area.

Identify an 'Inform Others' Individual who will let Program Coordinator/ Coach/ Club Owner know of emergency and if U18 a parent/ guardian. ● 'Call Person(s)'

- **Call EMS, 911**
- Provide detailed information as requested including:
 - Where you are: Revelstoke Ski Center, Fire number #3160 Kam Current Rd (1.8km west of Mapleward Rd)
 - Identify where on the trail (mark a map if possible)
 - Who you are and where you will meet crew when they arrive
 - What the emergency is and what first aid has been performed
 - If there are any other known medical conditions of the injured person
- Bring back to site of emergency **First Aid Kit** from Chalet center-counter, and **sled and sleeping bags** (from top of Jackrabbit cupboard).
- Report back to 'In Charge' individual and **inform on EMS call**

Return back to chalet to wait for EMS to arrive and shuttle EMS crew to where emergency has occurred

- Contacts once emergency has been appropriately addressed:

Accident Report

Revelstoke Nordic Ski Club's Accident Report Forms

Revelstoke Nordic Ski Club Accident Report Form

Current date:

Name of report writer:

Incident date:

Date incident reported to RNSC:

Name and phone number of person(s) who reported the accident:

Patient name and age:

Location of incident:

Did the incident take place on or off of a groomed trail?:

Weather conditions/trail conditions on day of incident (groomed, ungroomed):

Description of incident:

Type of Injury sustained by patient:

Method of patient extraction:

Was search and rescue involved? (yes or no):

Was an ambulance needed? (yes/ no):

Witnesses and/or rescuers at time of incident (name/phone#):

Other Comments:

Concussion Pocket Guide

Pocket CONCUSSION RECOGNITION TOOL

To help identify concussion in children, youth and adults



RECOGNIZE & REMOVE

Concussion should be suspected **if one or more** of the following visible clues, signs, symptoms or errors in memory questions are present.

1. Visible clues of suspected concussion

Any one or more of the following visual clues can indicate a possible concussion:

- Loss of consciousness or responsiveness
- Lying motionless on ground/Slow to get up
- Unsteady on feet / Balance problems or falling over/Incoordination
- Grabbing/Clutching of head
- Dazed, blank or vacant look
- Confused/Not aware of plays or events

2. Signs and symptoms of suspected concussion

Presence of any one or more of the following signs & symptoms may suggest a concussion:

- Loss of consciousness
- Seizure or convulsion
- Balance problems
- Nausea or vomiting
- Drowsiness
- More emotional
- Irritability
- Sadness
- Fatigue or low energy
- Nervous or anxious
- "Don't feel right"
- Difficulty remembering
- Headache
- Dizziness
- Confusion
- Feeling slowed down
- "Pressure in head"
- Blurred vision
- Sensitivity to light
- Amnesia
- Feeling like "in a fog"
- Neck Pain
- Sensitivity to noise
- Difficulty concentrating

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3. Memory function

Failure to answer any of these questions correctly may suggest a concussion.

- "At what venue are we at today?"
- "Which half is it now?"
- "Who scored last in this game?"
- "What team did you play last week / game?"
- "Did your team win the last game?"

Any athlete with a suspected concussion should be IMMEDIATELY REMOVED FROM PLAY, and should not be returned to activity until they are assessed medically. Athletes with a suspected concussion should not be left alone and should not drive a motor vehicle.

It is recommended that, in all cases of suspected concussion, the player is referred to a medical professional for diagnosis and guidance as well as return to play decisions, even if the symptoms resolve.

RED FLAGS

If ANY of the following are reported then the player should be safely and immediately removed from the field. If no qualified medical professional is available, consider transporting by ambulance for urgent medical assessment:

- Athlete complains of neck pain
- Increasing confusion or irritability
- Repeated vomiting
- Seizure or convulsion
- Weakness or tingling/burning in arms or legs
- Deteriorating conscious state
- Severe or increasing headache
- Unusual behaviour change
- Double vision

Remember:

- In all cases, the basic principles of first aid (danger, response, airway, breathing, circulation) should be followed.
- Do not attempt to move the player (other than required for airway support) unless trained to do so
- Do not remove helmet (if present) unless trained to do so.

from McCrory et. al, Consensus Statement on Concussion in Sport. Br J Sports Med 47 (5), 2013

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Informed Consent and Assumption of Risk



CROSS COUNTRY CANADA INFORMED CONSENT AND ASSUMPTION OF RISK AGREEMENT

By signing this document you will assume certain risks. Please read carefully.

1. This is a binding legal agreement. As a Participant in the sport of cross-country skiing and the programs, activities and events of **Cross Country Canada including all of its registered Divisions and Clubs and Canadian Snowsports Association** (hereinafter called **CCC/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 **CCC/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 **CCC/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 **CCC/CSA** accepting the Participant's application for membership in the **Club** or allowing the Participant to participate, the **Parties** agree that **CCC/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 **CCC/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 **CCC/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 **CCC/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.

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6. In addition, the **Parties**:
- a) authorize **CCC/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 **CCC/CSA** websites;
 - b) grant permission to **CCC/CSA**, to photograph and/or record the **Parties** image and/or voice, and to use this material to promote **CCC/CSA**, through any form of and agree that the audio/visual material and copyright will remain the sole property of **CCC/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 Cross Country Canada at 403-678-6791. Cross Country Canada will advise the implications of such withdrawal.

We do not sell or distribute your personal information to any other third party not listed herein.

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

Name: _____
Date: _____
Signature: _____

NOTE: if the Member/Participant is under 19 years of age, parent or legal guardian MUST sign below.

Name of Parent/Guardian: _____
Date: _____
Parent/Guardian Signature: _____

NOTE: All Informed Consent and Assumption of Risk Agreements are to remain with the Club Executive for a minimum of three years. DO NOT submit these forms to CCC/CSA or the Division Office

RNSC Air Quality Policy

RNSC Air Quality Policy

The following Air Quality Index (AQI) guidelines have been established by leading sport and health professionals and address the specialized requirements of outdoor endurance athletes who are exposed to wildfire smoke and other airborne pollutants.

The AQI is a time and location specific measure of air pollution. For all RNSC club and team training programs and events, the lead coach/organizer for the session/event will check the air quality using the IQAir app ([iPhone](#) or [Android](#) or [website](#)) and use the Air Quality Index (AQI) guidelines below.

AQI 0 - 90	AQI 91 - 150	AQI 151 - 200	AQI 200+
Most athletes will tolerate these AQI levels. Program changes are not recommended, but coaches/organizers should listen to and consider modifications for athletes with known sensitivities and respiratory problems as AQI levels increase.	Coaches/organizers should consider training modifications that decrease or avoid sustained, heavy breathing outdoors. This includes interval training or endurance sessions over 90 minutes duration.	These AQI levels are dangerous for those with known respiratory disease. Coaches/organizers should activate the Backup Plan for these athletes. Coaches/organizers should modify programs for Athletes without known respiratory disease, to decrease sustained, heavy breathing outdoors.	The benefits of training or competing outdoors are outweighed by the associated health risks. The Backup Plan should be activated for all athletes, coaches and event organizers.

* *The Backup Plan is a training plan that has value from a conditioning perspective while simultaneously avoiding exposure to polluted air (ex: shortening duration/intensity, changing time/location, indoor training, cancelling session/event).*

The appropriate Program Coordinator, Head/Lead Coach or Event Organizer, will notify participants in advance of any sessions where AQI may require the adjustment of training or an event. The RNSC recommends that individuals use these same guidelines when exercising or training on their own.

Reference: US Ski and Snowboard Air Quality Guidelines