

**This is an important notice.  
Please have it translated.**

Handsworth Secondary School  
1044 Edgewood Rd, North Vancouver, B.C., V7R 1Y7  
Ph: 604-903-3600, Fax: 604-903-3601  
[handsworth@sd44.ca](mailto:handsworth@sd44.ca)

**Secondary Extra-Curricular Athletics**  
**SEASONAL SPORTS/ATHLETIC EVENTS**  
**Informed Consent**

For: **INSERT LOW-RISK ATHLETIC PROGRAM**

Dear Parents/Guardians:

The written, informed consent of parents/guardians is required for participation of students in all extra-curricular seasonal sport, athletic events and activities in North Vancouver School District No. 44. The purpose of the Informed Consent document is to provide students and parents/guardians with information that is related specifically to each extra-curricular seasonal sport. The information contained herein applies to the entire season of the specific extra-curricular sport and/or athletic event(s) and also extends to pre-season and post-season activities i.e., exhibition games, training camps, league playoffs, District/Zone playoffs, Regional and/or Provincial Finals. The parent/guardian consenting signatures on this document indicate acknowledgement and acceptance of the information contained herein inclusive of risks and potential consequences.

The scheduling of any extra-curricular seasonal sport and/or athletic event(s) involving a multiple-day and/or out-of-province excursion is governed under the provisions of School District *Policy 207: Field Trips* and parents/guardians will be informed separately and accordingly.

Within this package, you will find information relating to:

- Purpose(s) of the extra-curricular athletic program
- Notification of student/parent pre-season meeting required for: football, rugby, alpine skiing, snowboarding, gymnastics, diving, wrestling, and mountain biking.
- Itinerary consisting of schedule, date(s), and times
- Transportation arrangements
- Description of supervisors: teachers, employees of the Board and other adult volunteers, along with contact information
- Description of direct and indirect supervision
- Description of all activities and the inherent risks and potential consequences
- Assessment of student skills and abilities as pertaining to the extra-curricular sport/athletic activity
- Behavioral expectations of students plus safety rules and regulations
- Emergency Plan: cell phone, first-aid provision(s), injury/incident reporting
- Description of budget consisting of revenue (cost to student) and expenditures (cost of trip)
- Notice regarding cancellation and deposits
- Parental responsibility to arrange student accident or liability insurance
- Parental responsibility to determine whether the student may participate in the sport
- *Student Awareness of Risk and Responsibility Form* completed by student

**EXTRA-CURRICULAR ATHLETICS OBJECTIVES:**

The objective of extra-curricular athletics is to foster a healthy appreciation of competition in the context of individual and team sports. Specifically, our program aims for the pursuit of excellence in the areas of commitment, competition, skill development, enjoyment, cooperation, and participation by students.

INSERT DETAILS INCLUDING SPORT, LEAGUE AND GRADE LEVEL

By virtue of being out of the school setting and in many cases, away from the home school, students on an athletic team learn to be ambassadors for their school, their community and even their country. They learn the realities of travel, the responsibilities and independence of self-governance, the communication skills and leadership skills necessary for teamwork, and the social skills necessary for a variety of circumstances.

**PRE- SEASON MEETING:**

*(Optional for all sports with the exception of: football, rugby, alpine skiing, snowboarding, gymnastics, diving, wrestling, and mountain biking. Pre-season meetings are mandatory for the above-mentioned sports)*

If the nature of the extra-curricular sport and/or athletic event exposes students to a higher than normally acceptable level of risk then a pre-season information meeting will be arranged for parents/guardians and students. The purpose of the pre-season meeting is to provide an opportunity for the dissemination of information and discussion, related to the inherent risks and potential consequences.

A student/parent pre-season meeting for this athletic program is scheduled for INSERT DATE, at INSERT TIME at INSERT MEETING LOCATION.

**COACHES, SPONSORS(S) AND CHAPERONE(S):**

<u>Name</u>	<u>M/F</u>	<u>Position</u>	<u>Phone Number(s)</u>	<u>Email address</u>
INSERT DETAILS				

**LEVELS OF SUPERVISION:**

The level of supervision is divided into direct and indirect. Direct supervision is the time students spend with a coach, sponsor(s) and/or chaperone(s), which is directly related to the extra-curricular sport and/or event. Indirect supervision is the time students may spend as “unstructured time” outside of activities that are directly supervised. Under indirect supervision, the students may not necessarily be in the company of a coach, sponsor or chaperone. It is expected that students, while under indirect supervision, will act with common sense in accordance with school and school district behavior expectations. Coaches, sponsors and chaperones will determine the parameters of “unstructured time” and clearly articulate them to students. Students, when under indirect supervision, will be informed of how to reach a coach, sponsor or chaperone in the case of an emergency.

INSERT SPORT-SPECIFIC DETAIL

**TRANSPORTATION:**

Parent(s)/guardian(s) will arrange for transportation that best meets the needs of the extra-curricular sport/athletic event in question. Students are instructed to use the safest mode of transport available with the acknowledgment and approval of their parent(s)/guardian(s). The nature of each extra-curricular athletic event may determine the mode of transportation utilized.

- Students and parents are responsible for making their own transportation arrangements to all practices and/or competitions
- Methods of transportation may include walking, bike riding, private and/or public transportation etc.
- When traveling to and from extra-curricular athletic events, all parties are expected to observe the provisions of the motor vehicle code and safety codes as related to walking and/or bike riding
- Parent(s)/guardian(s) should be aware that their son/daughter may be transported by a volunteer driver

Volunteer drivers are expected to comply with the provisions of School District *Policy 607: Transportation of Students* by familiarizing themselves with the Policy and signing the *Volunteer Driver* form available from the school. School District *Policy 607: Transportation of Students* is available for viewing at [www.nvsg44.bc.ca](http://www.nvsg44.bc.ca).

#### **ITINERARY:**

INSERT TEAM/ATHLETIC EVENT SCHEDULE

If the full season schedule is not available in advance, schedules can be checked at [www.esportsdesk.com/nsssa](http://www.esportsdesk.com/nsssa)

#### **RISKS AND CONSEQUENCES:**

There is a degree of risk in all daily activities. The risk is increased to varying degrees when students are away from the safety and supervision of the school setting. It is impossible to itemize every possible element of risk associated with an extra-curricular sport and/or an athletic event. Generally speaking, this event may include, but not be limited to the following inherent risks and all risks associated with:

A. Travel to and from the event venue(s)

Participation in extra-curricular sports and/or athletic events involves travel to and from the home school. Risks associated with travel, may include but are not limited to: mode of transportation, environmental conditions, distance, traffic conditions, etc.

B. Active participation in the sport and/or athletic event

INSERT SPORT is a sport with a level of inherent risk and potential consequences, which may include, but is not limited to: bodily injury ranging from incidental to potentially fatal.

Students have been briefed on the risks involved in playing extra-curricular INSERT SPORT and on the appropriate precautions to be taken. Students are required to complete and sign the *Student Awareness of Risk and Responsibility Form* in order to demonstrate full understanding of the expectations, risks, safety precautions and responsibilities associated with INSERT SPORT before being permitted to participate.

C. Spectating

Coaches, sponsors, chaperones, and students will do all they can to ensure a safe and controlled experience to reduce inherent risk. The consequences of risk are, again, myriad and dependent on the situation. Students and parents need to be aware that injury can occur from risk, and that injury can range from minor to fatal. By virtue of signing this "Informed Consent" document, you are acknowledging your understanding and acceptance of the inherent risks and possible consequences associated with this extra-curricular sport/athletic event.

#### **ASSESSMENT OF STUDENT SKILLS AND ABILITIES:**

Before students may participate in any planned extra-curricular sport and/or athletic event, they must assure the coach(es), sponsor(s) and chaperone(s) that they have the necessary and required skills, training and common sense to participate in the activity. Due to the nature of inherent risks associated with INSERT SPORT, the coach(es), sponsor(s) and/or chaperone(s) must be assured that students have the necessary and required skills, training, and common sense to realistically participate in the activity at varying degrees of competence.

In order to ensure that the participant has an appropriate level of competence and skill to actively participate in this athletic activity, he/she will be required to provide a self-assessment on the *Student Awareness of Risk and Responsibility Form*. It is important to note that students are solely responsible for being forthright and honest in

declaring their level of skills and abilities in the “self-assessment” section entitled, “My level of skills and abilities” on the *Student Awareness of Risk and Responsibility Form*.

INSERT SPORT-SPECIFIC SKILL REQUIREMENTS

**BEHAVIORAL EXPECTATIONS, SAFETY RULES AND REGULATIONS:**

While participating in extra-curricular high school sports and/or athletic events, it is important that students are aware that behavioral expectations are governed under the B.C. High School Sports Code of Conduct, the School Code of Conduct and the School District Student Conduct Policy. Furthermore, students represent their school and District at all times when traveling and participating in extra-curricular school sports and/or athletic events and as such are accountable for their behavior.

The overarching principle of all school-related activities is to ensure the safety of the individual and group at all times. Students must always be concerned about their own safety and the safety of others at all times.

- All school rules, the School Code of Conduct and the School District Student Conduct Policy are in effect.
- Participants must stay in the area where the extra-curricular sport or activity is scheduled.

**EMERGENCY PLANNING:**

At least one supervising adult will have access to a cell phone and first aid kit. Student Emergency Procedure Plans/medical supplies will be brought for students with life-threatening medical conditions (e.g., anaphylaxis).

In the event of student injury, parents/guardians will be notified. In addition, supervising school personnel are required to record the details of any serious injury that may occur during athletic events and activities and, as soon as practicable, complete an on-line *Incident Report* submission.

**MEDICAL/EMERGENCY CONTACT INFORMATION:**

Parents/guardians are required to fill in the separate *Medical/Emergency Contact Information Form*. The information provided on the *Medical/Emergency Contact Information Form* is critical for guiding appropriate medical responses if needed.

**TRAVEL/ACCIDENT INSURANCE:**

Unless notified otherwise, the extra-curricular sport and/or athletic event in which your child is participating has not arranged group insurance for Travel and/or Accident Insurance. Parents/guardians are responsible for the provision of individual student Accident Insurance for their child if desired.

Individual student Accident Insurance can be obtained from companies such as [www.iapkidsplus.com](http://www.iapkidsplus.com).

**BUDGET:**

ITEMIZE THE COSTS ASSOCIATED WITH THE SPORT

INSERT BUDGET STATEMENT SPREADSHEET

An extra-curricular athletic fee of INSERT COST for the INSERT PROGRAM NAME. Please make cheque payable to INSERT SCHOOL NAME.

**POLICY REGARDING CANCELLATION OF EVENTS/REFUNDS:**

**NOTE:** If an extra-curricular seasonal sport budget requires the payment of a deposit and/or monies either in advance of the season or during the season and the extra-curricular athletic event(s) is cancelled either in part or in whole, or the schedule/itinerary altered, neither the school nor the Board shall be liable for any refund either in part, or in whole.

**PARENT AND STUDENT RESPONSIBILITY:**

Parents/guardians have the responsibility to determine whether the student may participate on the INSERT SPORT Team as demonstrated by the completion and signing of an *Informed Consent* form.

Students must complete the appropriate *Student Awareness of Risk and Responsibility* form.

Parents/guardians have the responsibility to arrange extra accident or liability insurance.

Sincerely,

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ENTER NAME OF SCHOOL BOARD EMPLOYEE

**SECONDARY EXTRA-CURRICULAR ATHLETICS  
SEASONAL SPORTS/ATHLETIC EVENTS  
INFORMED CONSENT APPROVAL**

For: **INSERT LOW-RISK ATHLETIC PROGRAM**

**PARENT/GUARDIAN PERMISSION**

A student **must** have parent/guardian written and signed permission in order to participate in any extra-curricular seasonal sport and/or athletic event. Without this signed consent, students will not be able to participate in extra-curricular high school sports in North Vancouver School District No. 44.

**PARENT/GUARDIAN CONSENT**

I, \_\_\_\_\_, have read the full Informed Consent document that pertains to my  
Print Parent/Guardian's Name  
son/daughter \_\_\_\_\_'s participation in this extra-curricular sport and/or athletic event. I am  
Print Child's name  
aware of the inherent risks and potential consequences that may occur as a result of participation in this extra-curricular sport and/or athletic event. My signature here indicates that my child has my informed consent to participate in the stated extra-curricular seasonal sport and/or athletic event.

Signed \_\_\_\_\_

Dated: \_\_\_\_\_

## Student Awareness of Risk and Responsibility Form

\_\_\_\_\_, is arranging  
*Name of School*

\_\_\_\_\_ for  
*Description of Activity*

\_\_\_\_\_ on \_\_\_\_\_  
*Name of Class/Group* *Date(s)*

I, \_\_\_\_\_, understand that activities of this type may expose me to  
*Name of student*  
elements of risk. I have been briefed on the possible risks involved and the precautions that are to be taken.

The risks and precautions were explained to me by \_\_\_\_\_

### Please comment:

- Expectations for my behaviour \_\_\_\_\_  
\_\_\_\_\_
- My individual and group responsibilities \_\_\_\_\_  
\_\_\_\_\_
- My level of skills and abilities \_\_\_\_\_  
\_\_\_\_\_
- My understanding of the destination area and boundaries \_\_\_\_\_  
\_\_\_\_\_
- I understand the possible risks and consequences (i.e., injury or death) \_\_\_\_\_  
\_\_\_\_\_
- My right to be excused from an activity if I feel my safety to be at risk \_\_\_\_\_  
\_\_\_\_\_
- Safety precautions \_\_\_\_\_  
\_\_\_\_\_
- Safety equipment \_\_\_\_\_  
\_\_\_\_\_

I have been made aware of the possible risks and consequences (i.e. injury or death) related to the identified activity and freely agree to participate in the training and competition and to act in a safe and responsible manner according to *School District Policy 302: Student Conduct* and the *School Code of Conduct*.

Signature of Student \_\_\_\_\_ Date \_\_\_\_\_

Printed Name of Student \_\_\_\_\_ Teacher's Initials \_\_\_\_\_

Note: In addition to the Student Awareness of Risk and Responsibility Form, a written informed consent signed by the parent/guardian is required for student participation in this activity.