



**TEAM SOLDIER HOLLOW**

# 2021-2022 Parent-Athlete Handbook

## VISION

Developing *Champions in Sport & Life*

## MISSION

Teach the sports of Nordic Skiing and Biathlon and develop regional, national and internationally competitive athletes, all while encouraging a life-long love of sport.

## PURPOSE & PHILOSOPHY

Provide affordable, high-quality youth skiing and biathlon programs to the Wasatch Back and surrounding communities that promote physical literacy, teach life lessons and help all participants achieve their goals. Foster a welcoming atmosphere that is inclusive of athletes from varied socioeconomic, racial, and physical fitness backgrounds. Inspire through fun and reward effort above results. Support coaches who are role models and motivate kids to work hard and enjoy what they do.

## VALUES: Team SoHo athletes say they value a team that is:

- Fun
- Competitive
- Hardworking
- Adventurous
- Supportive
- Compassionate
- Inclusive
- Positive



## TABLE OF CONTENTS

Updated September, 2020

*Team SoHo will make updates as necessary. The most current version is linked from our website's Resources page.*

GENERAL PROGRAM INFORMATION	3
CONTACT INFO	3
SOLDIER HOLLOW FACILITY	4
PROGRAM FEES & FINANCIAL INFORMATION	4
CONTRIBUTING TO TEAM SOHO	4
PROGRAM REGISTRATION	4
REFUND POLICY	4
PAYMENT PLANS	5
TRIP PAYMENTS	5
LATE PAYMENT POLICY	6
ATTENDANCE	6
SCHOLARSHIPS	6
ATHLETE/PROGRAM POLICIES & INFORMATION	8
ACADEMIC POLICY	8
ATHLETE INJURY	8
COMPETITION MEMBERSHIPS & LICENSES	9
CONCUSSION POLICY	9
DISCIPLINARY POLICIES & PROCEDURES	11
DRUG & ALCOHOL POLICY	14
SUSPENSION/EXPULSION POLICY	15
TRAVEL POLICIES	15
TEAM SOLDIER HOLLOW CODE OF CONDUCT	18
PARENT RESPONSIBILITIES & INFORMATION	21
COMMUNICATION	21
GENERAL PARENT INFORMATION	22
PARENT CODE OF CONDUCT	23
VOLUNTEERING	24
COACH RESPONSIBILITIES & BEHAVIOR	25

## GENERAL PROGRAM INFORMATION

### CONTACT INFO

**Physical Address:** 2002 Soldier Hollow Ln  
Midway, UT 84049      **Mailing Address:** 2002 Soldier Hollow Ln  
Midway, UT 84049

**Phone/Email/Web:** Phone: 435.709.3466  
Day Lodge: 435.654.2002  
Email (general): [zhall@uolf.org](mailto:zhall@uolf.org)  
Web: [www.TeamSoHo.org](http://www.TeamSoHo.org)

**Office Hours:** Coaches are available most weeks during regular business hours.  
However, office hours are variable depending on the event schedule, season and corporate, public, and team schedules.

### TEAM SOLDIER HOLLOW STAFF DIRECTORY

<b>Sr Sport Manager/Head Coach BIA</b>	Zach Hall	435.709.3466	<a href="mailto:zhall@uolf.org">zhall@uolf.org</a>
<b>Head Coach Comp XC</b>	Gerrit Garberich	218.839.6340	<a href="mailto:ggarberich@uolf.org">ggarberich@uolf.org</a>
<b>Lead Coach Devo XC &amp; BIA</b>	Mix Broadhead	435.503.4900	
<b>School Programs Lead/Head Coach K&amp;G</b>	Mark Burnham	801.602.7298	<a href="mailto:mburnham@uolf.org">mburnham@uolf.org</a>
<b>Mountain Operations</b>	Bill Pierce	612.590.1427	<a href="mailto:bpierce@uolf.org">bpierce@uolf.org</a>

### UTAH OLYMPIC LEGACY FOUNDATION LEADERSHIP TEAM

<b>Chief Executive Officer</b>	Colin Hilton	<a href="mailto:chilton@uolf.org">chilton@uolf.org</a>
<b>Chief Operating Officer</b>	Calum Clark	<a href="mailto:cclark@uolf.org">cclark@uolf.org</a>
<b>Chief of Sport / SoHo GM</b>	Luke Bodensteiner	<a href="mailto:lbodensteiner@uolf.org">lbodensteiner@uolf.org</a>
<b>Chief Financial Officer</b>	Karl Knox	<a href="mailto:kknox@uolf.org">kknox@uolf.org</a>

## SOLDIER HOLLOW FACILITY

Soldier Hollow Nordic Center is both a center for public activities and a home for Team Soldier Hollow programs. It is located entirely on Wasatch Mountain State Park land and is managed by the Utah Olympic Legacy Foundation.

### PROGRAM FEES & FINANCIAL INFORMATION

Team Soldier Hollow has world class aspirations for its program offerings and strives to strike a balance between program costs and accessibility. Less than 30% of the resources required to fund the Team SoHo mission come from program fees, with the balance coming from Soldier Hollow Public Program revenues, the Utah Olympic Legacy Foundation Endowment, and community support through sponsorships, fundraising events, and donations. Additionally, our programs are supported by around 10,000 hours per year of volunteer time that is pumped into events, youth programs, and some maintenance projects. This volunteer time is crucial to keeping our programs affordable and offering amazing opportunities for our sport program participants to see and participate. We appreciate all of your help!

### TEAM FUNDRAISERS

We hope you will support us at our upcoming fundraising events:

**Soup & SoHo** – November 06, 2021 @ 5pm

### CONTRIBUTING TO TEAM SOHO

With less than 30% of our revenues coming from regular program fees, we ask our families to consider a contribution to the Club in proportion to their child's level of participation. Your contribution will help the Club continue to improve programming. Team SoHo is a 501(c) non-profit. Thank you for your continued support!

### PROGRAM REGISTRATION

Registration is available online at [www.soldierhollow.com](http://www.soldierhollow.com). Program fees are due in full by the first day of fall or winter programs unless the participant is applying for a scholarship or arrangements have been made for a payment plan. Program fees do not include race entry fees or other expenses associated with competition/travel.

### REFUND POLICY

#### Tuition refund policy

- No general refunds are given once programs have begun.
- Refunds *may* be issued for the following reasons **before the refund request deadline of July 31st for summer programs, November 1st for fall only programs or February 1st for winter only programs.**
  - Injury or other medical situations
    - Parents must communicate via email to the Sr. Program Manager or the Head Coach must be notified within a week of injury date. The injury must have been reported to Team SoHo.
    - In the case that a request for a refund is approved it will be calculated from the date of the request, not the date the athlete stopped attending training
    - If a refund is approved, the athlete/parent will have the option for a refund or to put the money in an athlete account for that athlete to use in future SoHo programs.
  - Relocation of family
  - At the discretion of the Club's administrative team

- Refund requests must be submitted in writing.
- All refunds may be charged a minimum \$25.00 processing fee

### **Camp Refund Policy**

- For all cancellations by an athlete there will be a \$25.00 processing fee applied.
- 14+ days before start of camp = 100% refund (minus processing fee)
- 13-7 days before start of camp = 75% refund
- 6 days or sooner before start of camp = 50% refund

### **PAYMENT PLANS**

1. Full/season long programs that cost \$600.00 or more are eligible to be on a payment plan.
2. Payment plan registration may not be done online. Registration for a payment plan must be done in person and the agreement must be complete at the time of registration.
3. Parent/participant must be in good standing with Soldier Hollow/UOLF and have a good payment history to be eligible for a payment plan.
4. Prorated, discounted programs, equipment, uniforms and similar expenses are not eligible for plans.
5. All payment plans must end one month prior to the program ending. For example, if the program is 5 months long and you sign up in the first month, payments are divided by 4 payments. In no circumstances will the last payment be due after the program is complete.
6. Payments are processed on the 1st of the month.

### **TRIP PAYMENTS**

- Athletes/parents must let their coach know by date requested by the Coach/Program Manager if they are going to participate in the trip.
- Parents/athletes will be emailed with the estimated trip cost approximately 2 weeks prior to departure.
- Trips fees are subject to change up to 1 week prior to departure. In the event of a change in trip fees, families will be notified.
- Payment is due in full prior to departure for the trip. Athletes who have not paid will not be allowed to depart with the team.
- Cancellations must be done 10 days prior to departure or you will be responsible for all non-refundable costs which may include, but are not limited to, lodging, vehicle rental, registration, and vehicle fees.
- If you sign up for a trip and do not cancel prior to the departure date for that trip you will be charged for the entire costs of that trip, as if you went.
- If cancellation is due to injury or sickness, the athlete/parent will be charged costs not refundable to the club.
- Trip costs include, but aren't limited to: gas, food, lodging, lifts/trail passes, entry fees, coaches' costs (food, lodging, airfare, etc), baggage, rental vehicle. \*Please note that coach salaries are not currently charged to athletes).
- Refunds will not be given on trips that come in under budget.

## **LATE PAYMENT POLICY**

Late Payments will be assessed a late payment fee of \$5 per day until paid. This fee applies to all cases when a deadline for payment has been set.

## **ATTENDANCE**

- Attendance and a Covid-19 health check-in will be taken at all training sessions to facilitate as healthy a facility and practice environment as possible.
- Athletes are required to have regular attendance at training. This is a prerequisite to be eligible for trips/camps.

## **SCHOLARSHIPS**

The Scholarship Program helps offset costs of participation for those who would otherwise be limited in their ability to experience sport programs at Soldier Hollow.

The Scholarship Program is administered by the Sr. Programs Manager and decisions are made by a Committee composed of the Sr Programs Manager, CFO, CMO, and venue General Manager.

Scholarships are our way of supporting promising, interested athletes. The scholarship process represents a relationship. First and foremost, scholarships are intended to help and support student-athletes who demonstrate need. Careful planning and administration of the scholarship and support programs are also intended to be a tool to build the type of club, club enrollment, and club culture desired by the Club, community, and Club leadership. Therefore, all scholarship recipients are expected to make positive contributions to the Club and be good ambassadors for the Club and its programs.

1. Scholarship applications are available to all members in good standing of a sports club at the UOP, SoHo, or the Kearns Oval. Applicants must meet the following criteria to apply:
  1. Applicant has had no disciplinary issues with club in the last fiscal year
  2. Current on all program/travel fees
  3. 2.5 GPA if athlete is in the 6th grade or older
  4. Recommendation from a teacher if participant is in elementary school (1st – 5th grade)
2. Scholarships are need based. Applicants will be required to submit current year tax information. See application for more information.
3. Those applying for scholarships should NOT register online. Contact Zach Hall ([zhall@uolf.org](mailto:zhall@uolf.org)) for the registration process.
4. If any scholarship recipient violates USOPC, UOLF, Team SoHo or NGB Codes of Conduct, all awarded funds will be required to be paid back in full to UOLF and the athlete will not be eligible for future awards.
5. Scholarship Awards are confidential and final. Limited funds are available and we encourage you to apply early. 100% scholarships are never awarded; All program participants must pay a portion of their fees.
6. Athletes provided with a scholarship are expected to be exemplary members of the Team, following all guidelines as outlined in the Athlete Code of Conduct. Any athlete who has infractions of the Code risks the opportunity to apply for further awards.
7. Attendance at scheduled practices is expected of all scholarship athletes.

*\*Note: scholarship funds are applied to the student-athlete's Team SoHo account and are not distributed to the individual or other organizations outside of the Utah Olympic Legacy Foundation.*

Scholarships and other financial aid may also available through outside organizations such as:

- [U.S. Ski & Snowboard](#)
- [Inter Mountain Division](#) (IMD)
- [National Nordic Foundation](#) (NNF)

## **ATHLETE/PROGRAM POLICIES & INFORMATION**

### **ACADEMIC POLICY**

Team SoHo supports student-athletes and supports the academic journey of its participants. Excellence in both arenas is an important part of our value system. All participating student-athletes are expected to maintain academic eligibility in their school.

*Our policies for participation include the following:*

- All student-athletes are required to maintain eligibility according to their school of record's academic requirements and code of conduct.
- Unless they are ill or traveling on a Team SoHo sanctioned trip, all student-athletes are expected to attend school regularly. Failure to adhere to their school's absence and tardy policy will not be tolerated, and may affect a student-athlete's ability to participate in Team SoHo programs, including training, travel, and competitions.
- Student-athletes should seek out their academic advisor, teachers, and coaches before any academic problems arise.
- All parents are requested to monitor their student-athlete's academic standing and communicate with the appropriate advisors before problems arise.
- Any student-athlete who is expelled from school will be suspended from Team SoHo participation. Any student-athlete who is suspended from school (for any reason) will serve a suspension of equal duration from all Team SoHo participation, including training, travel, and competitions. By parent request, these situations may receive a review by the Sr. Programs Manager.
- If it is determined that a student-athlete is not eligible to train or compete with Team SoHo, Team SoHo does not consider that student-athlete eligible to train or compete independently, and doing so may result in expulsion from the Team.

*Travel policies include the following:*

- Parents must notify schools of their student-athlete's upcoming absences for Team SoHo travel.
- Student-athletes should work directly with their teachers in preparation for upcoming Team SoHo travel.
- Team SoHo staff will book travel accommodations with internet access and additional study space whenever possible and will encourage the completion of school work during set study times.
- Student-athletes must respect all study times designated by the coaches and respect their teammates' rights to study in a quiet atmosphere. Failure to do so may result in a student-athlete losing his or her travel privileges to travel with Team SoHo in the future.

### **ATHLETE INJURY**

Our priority is the safety and well being of your child, however accidents & injuries occur.

If an athlete is injured while participating in scheduled Team SoHo training or competition (home or away) parents can expect the following:

- Notification from your child's coach
- Athlete taken to Ski Patrol if necessary
- Injury report completed

*\*While both the Club and U.S. Ski and Snowboard membership **may** provide secondary or excess medical coverage, all Team SoHo athletes must have primary medical coverage and all expenses related to an injury (not covered by insurance) are the sole responsibility of the athlete's family.*



## COMPETITION MEMBERSHIPS & LICENSES

[U.S. Ski & Snowboard](#) is the governing body for competitive skiing and snowboarding in the United States. [U. S. Biathlon](#) is the governing body for competitive biathlon in the United States. Team Soldier Hollow is a member of both U.S. Ski & Snowboard and U.S. Biathlon. Additionally, Team SoHo is a member of the [Intermountain Division \(IMD\)](#), a division of the U.S. Ski & Snowboard. In order for U.S. Ski & Snowboard, U.S. Biathlon and IMD to do their job of tracking the points and rankings of all our racers, providing race insurance, providing secondary insurance to members, offering other member benefits, and performing many other administrative services, all athletes who will compete in U.S. Ski & Snowboard or U.S. Biathlon sanctioned competition must have the appropriate U.S. Ski & Snowboard and/or U.S. Biathlon membership. Excess accident insurance during sanctioned U.S. Ski & Snowboard and U.S. Biathlon events may be benefits of these memberships.

Licenses/memberships may be purchased directly from the website of the appropriate governing body.

## CONCUSSION POLICY

The Team Soldier Hollow Concussion Policy will be reviewed on an annual basis.

**About Concussion:** Concussion is a common, specific type of traumatic brain injury that involves a temporary alteration of brain function. It occurs when the brain experiences enough force to interfere with the normal function of the cells of the brain (the neurons) and their ability to communicate with each other. The force itself can come either from a direct blow to the head or from an indirect blow to the body that causes the head to move quickly. Concussion is a functional injury of the brain, rather than a structural one. Concussions do not involve bleeding or swelling. They do, however, create a wide variety of symptoms to look out for.

**Common Symptoms:** It is important to remember that the symptoms of any one concussion can be very different from one person to the next, and from one injury to the next. Some of the more common symptoms include headache, sensitivity to light or sound, nausea, or balance problems. Cognitive effects are also commonly seen, such as poor attention, memory lapses, slowed thinking, and personality changes. Any aspect of brain function may be involved. Although loss of consciousness (being knocked out) can happen with some concussions, it is not a requirement to make the diagnosis. There are three additional important points to keep in mind:

- Concussion symptoms may be delayed, in some cases for up to 24 hours.
- Symptoms commonly associated with concussion could also be from something else.
- It is always possible that more than one type of injury is present, any of which may be responsible for symptoms.

**Other Associated Injuries:** Less common injuries, that are far more dangerous than concussion, should always be considered after a fall resulting in a potential concussion. These injuries include skull fracture, neck injury, or brain bleeding or swelling. As a rule, any athlete with a suspected concussion should be observed by a responsible adult for *four hours* after the crash or fall. Any sudden change in awareness or consciousness, or any progressive worsening of symptoms that interferes with normal function, should be considered to be signs of an urgent injury.

**The Risks of Participating While Concussed:** Any injury to the brain has the potential to affect important basic athletic abilities such as reaction time, visual processing, and balance. Therefore, a concussed athlete has a higher risk of falling or crashing again and, therefore, a higher risk of injury in general. At the same time, a concussed brain that experiences another significant force will likely experience a worsening of the injury, resulting in increased symptoms, longer injury duration, and, ultimately, more time missed.

### **Team SoHo Concussion Management:**

1. Any Team SoHo athlete suspected of having sustained a concussion, based on either the mechanism of injury or on any presenting sign or symptom, will be removed immediately from participation in any Team SoHo sporting event (e.g. sanctioned training, practice, camps, competitions, or tryouts), by any Team SoHo agent or coach overseeing such sporting event.
2. Being removed from participation due to a suspected concussion does not mean that a concussion has necessarily been diagnosed.
3. Being removed from participation does preclude the athlete from participating for the remainder of that day and until they are cleared in writing by a licensed physician (MD or DO) with specific training and experience in the diagnosis and management of brain injuries and related neurological diagnoses.
4. Once removed from participation, the athlete will, as soon as possible, have a neurological history and evaluation performed by a licensed physician (MD or DO) with specific training and experience in the diagnosis and management of brain injuries and related neurological diagnoses, in order to provide the appropriate diagnosis and management plan under that physician's guidance.
5. Any Team SoHo athlete who has been diagnosed with a concussion must complete a documented and physician-directed return to participation process prior to written clearance being provided.
6. The physician responsible for clearing the athlete must certify to Team SoHo in the clearance letter (the "Clearance Letter") that he/she has successfully completed a continuing education course in the evaluation and management of concussions and neurological diagnoses within three years of the day on which the written statement is made.
7. Team Soldier Hollow's agent or coach making the removal decision may also inform USSS Competition Services in accordance with the USSS Concussion Policy for USSS members.

Team SoHo recommends that our members review the Center for Disease Control's training and resources on concussion awareness at the following link: <http://www.cdc.gov/headsup/youthsports/training/index.html>

For additional information on concussion diagnosis and management, as well as other neurological conditions in athletes, our athletes, families, and staff are encouraged to reach out to:

Kutcher Clinic for Sports Neurology  
Park City, UT(385)246-5971  
**[www.kutcherclinic.com](http://www.kutcherclinic.com)**

## DISCIPLINARY POLICIES & PROCEDURES

The goal of our disciplinary policies and procedures is to address behavior that is not representative of our mission, values or Code of Conduct, and work with the athlete, coaches, and parents to make a change in that behavior.

Team Soldier Hollow differentiates between behaviors observed by coaches or staff and those that are reported by a third party. Unacceptable behavior observed directly by Team SoHo's coaches or staff will be dealt with by the athlete's coach, or will be referred to the Sr. Program Manager and/or Chief of Sport by that coach or employee. Behavior observed by a third party (including any Team SoHo parents) requires that an Incident Report, or other official communication in writing, be completed and referred to the Sr. Program Manager and/or Chief of Sport for action. Incident Reports are available in the Team Soldier Hollow office located in the basement of the Day Lodge.

No action will be taken without contacting the people involved in the incident and the athlete(s)' parents. Appropriate details of the Incident Report will be shared with all parties involved.

The Sr. Programs Manager, guided by the standards enunciated in this handbook and the Code of Conduct, and in communication with the involved staff and parties, will determine if a minor or major offense has occurred.

The Team SoHo discipline policy is based on a distinction between MINOR and MAJOR offenses. A series of MINOR offenses may result in a MAJOR offense, or a MAJOR offense may occur independently.

Records of any MINOR or MAJOR offenses are maintained in the Team SoHo office, and kept for 24 calendar months from the time it was placed into the file. While previous offenses remain on file for only two calendar years, previous infractions may be considered if future offenses or if repeated behavior is observed. Only Team SoHo coaches and staff have the authority to place an official MINOR or MAJOR offense in an athlete's file.

### Sequence of Disciplinary Procedures

1. A minor or major offense of the Code of Conduct or Club Values has been directly observed by Team SoHo staff or officially reported to the Club.
2. A minor offense is handled directly by the athlete's coaches and the Sr. Programs Manager and is noted in the athlete's file, **OR** it is determined (by the Head Coach in consultation with the Sr. Programs Manager) that a series of minor offenses have occurred that warrant a major offense, **OR** it is determined (by the Head Coach in consultation with the Sr. Programs Manager) that a major offense has occurred.
3. If it is determined that a major offense has occurred the appropriate Team SoHo Head Coach, in association with the Sr. Programs Manager will coordinate a meeting, or meetings, with the athlete(s), parents, and other involved parties to better understand and determine the nature and severity of the offense. This process will be guided by the general principles and practices of "Restorative Justice" rather than any sort of legal, criminal, or punitive proceedings - with the end goal being to re-establish the athlete's good standing with the Club, whenever possible, by reinforcing the Team SoHo Core Values and Code of Conduct. Through this process the priority of the Club will be to:
  - a. Determine the general facts, circumstances, nature and severity of behaviors that are not in line with the Team SoHo Code of Conduct or Core Values
  - b. Allow the athlete to speak directly to the matter
  - c. Allow staff or others affected to speak directly to the matter, and its effect on the Club or others
  - d. Allow the athlete to propose potential consequences that will "restore" his or her good standing with the Club
  - e. Determine and enforce appropriate consequences as set forth and finalized by the Head Coach and Sr. Program Manager - guidelines for appropriate consequences are below

4. Note: *the club is a mission-based educational/athletic organization and does not have the resources or expertise to conduct full “investigations” regarding offenses. Athletes and their families have the right to engage representation or support outside of the Club, at their own expense, if necessary.*
5. Should the athlete or parents of the athlete want to appeal the consequences set forth by the Program Director they have the right to officially appeal the consequences or the offense in writing to the Sr Programs Manager for review.
6. Should the athlete or parents of the athlete want to appeal the decisions of the Sr. Programs Manager, after appeal, they have the right to officially appeal to the Chief of Sport who will assign and assemble a Disciplinary Task Force for review.
7. In some cases law enforcement and/or other parties or community partners outside of the Club may be involved with their own respective processes.

## **Appeal Process**

When a matter is appealed, the athlete and their family is entitled to notice and a fair hearing, to see or hear the evidence against them, and to confront witnesses.

### ***Minor Offenses (examples):***

At their discretion, coaches and staff of Team Soldier Hollow may issue a “warning” for any issues related to minor offenses. This will not be considered a minor offense but will be noted in the athlete’s file by the coach or staff involved. Examples of minor offences may include, but are not limited to:

- Behavior in violation of the general athletes’ responsibilities and behaviors, especially when those behaviors negatively affect other athletes, staff, or the desired culture of Team Soldier Hollow.
- Willful disobedience - including but not limited to: disruptive behavior, vulgarity or profanity, disrespectful behavior toward other people or property, or lying to a coach or staff member
- Violations of Travel Rules
- Violation of Training Center rules
- Vandalism that involves minor damage of Team Soldier Hollow property or other people’s property
- Curfew violation (night curfew or morning wake-up)
- Misrepresenting the Team (behaving poorly as a guest of another facility, inappropriate language or behavior to another Team Soldier Hollow teammate or other athletes)
- Failure to wear a seatbelt in a Utah Olympic Legacy Foundation vehicle
- Disrupting teammates who are studying, or other examples of negatively affecting other student-athletes’ ability to fulfill their responsibilities.
- Inappropriate use of Social Media

### ***Minor Offense Discipline (examples):***

Each disciplinary situation is unique and will be treated as such. However, Team Soldier Hollow establishes consistent and regular disciplinary action which may include the following (in order of severity):

- Phone call to parents (in every case)
- Conference with Athlete(s) and Parents that may include Sr. Programs Manager, Coach(es) and/or other appropriate parties
- Removal from training session
- Removal from multiple training sessions
- Removal from participation for extended periods
- Referral to community partner or professional agency for support

When travel is involved, athletes failing to exhibit appropriate behavior or found in violation of the Team SoHo Code of Conduct may be sent home at the expense of the family, even for minor offenses.

### ***Major offenses (examples):***

All major offenses will be reported immediately to the Sr. Programs Manager.

- Egregious behavior in violation of the general athlete responsibilities and behaviors, especially when those behaviors negatively affect other athletes, staff, or the desired culture of Team Soldier Hollow.
- Egregious and willful disobedience - including but not limited to: disruptive behavior, vulgarity or profanity, disrespectful behavior toward other people or property, or lying to a coach or staff member
- Multiple minor offenses
- Major violations of travel rules
- Sexual activity with Team Soldier Hollow teammates or other athletes while at a competition, or under the supervision of Team Soldier Hollow.
- Physical/verbal violations toward others
- Fighting, hazing, verbal threats, sexual harassment, or abuse of any kind as defined by [SafeSport](#) and the [SafeSport Code](#) - *this includes these types of actions done on social media platforms.*
- Conviction of a misdemeanor or a felony
- Possession or use of tobacco, illegal drugs, or alcohol
- Theft of personal property
- Tampering with another athlete's equipment
- Malicious damage of property belonging to Team Soldier Hollow or others

### ***Major offense discipline (examples):***

Each disciplinary situation is unique and will be treated as such. However, Team SoHo establishes consistent and regular disciplinary action for major offenses which may include the following:

- Immediate suspension from all Team SoHo programs and services, and potential reporting to and sanctioning by a governing body of sport (U.S. SKI & SNOWBOARD, IMD, USASA, US Biathlon etc.)
- First major offense may result in a suspension of up to 2 weeks
- Second major offense may result in a suspension of up to 1 month
- Extended suspension from all Team SoHo programs and services
- Potential reports filed with law enforcement, health and human services, or other appropriate entities
- Permanent expulsion from Team SoHo programs and services

All major offense disciplinary action will require that the student-athlete (and his or her family, as appropriate) complete a plan to repair his or her relationship with the club and rectify the nature of the major offense. **In most cases, when a major offense has occurred, Team SoHo will require that the student-athlete and his or her family work with one of our community partners as part of this plan at their own expense.** Successful completion of the recommendations of our community partners will be considered part of our disciplinary action, and will be observed as such.

Community Partners may include:

- Student-athlete's school of record
- Conflict resolution, mediation, and restorative justice professionals and agencies
- The police and law enforcement

When travel is involved, any athlete committing a major offense in violation of the student-athlete code of conduct, anything referenced by it, or referenced herein, will be sent home immediately at the expense of the family.

If it is determined that a student-athlete is not eligible to train or compete with Team SoHo because of a disciplinary matter, Team SoHo does not consider that student-athlete eligible to train or compete independently and doing so may result in expulsion from Team SoHo.

***The Character Clause – a.k.a – The “At the party” rule:***

Student-athletes that are in the presence of, and thereby in toleration of, major (or minor) offenses by others may be considered complicit and face the same or similar consequences.

***Self-referral Amnesty Policy:***

Team SoHo’s first priority is to encourage a learning environment that promotes the health and safety of all members of the Team SoHo community. Issues arising from drug or alcohol consumption (including excessive consumption, consumption of a dangerous substance, or consumption by someone with sensitivity-can cause serious physical and neurological harm or be life-threatening) and other behaviors or abuse may be witnessed or experienced by Team SoHo athletes.

Therefore, athletes are encouraged to make responsible decisions and to seek medical attention, or the help of an adult (including Team SoHo staff) in serious or life-threatening situations that result from alcohol, drug abuse, and/or other forms of abuse; athletes are also encouraged to seek help for any situation where medical treatment or other support is needed.

Athletes may be hesitant to seek help in such emergencies because of fear of potential disciplinary consequences for themselves, the person in need of medical attention, or the organization hosting the event where the situation occurs.

If medical or other support is required, athletes should immediately contact professional medical personnel (9-1-1), an appropriate adult, or may seek out a Team SoHo employee.

An athlete who seeks emergency assistance on behalf of him- or herself, another athlete, or a friend experiencing an alcohol and/or other drug related emergency, (or other harmful behaviors or situations) as well as the individual in distress will not be subject to disciplinary action by Team SoHo. Rather, this will be treated as confidential and an educational situation, and the appropriate support will be arranged.

In order for the “Self-Referral Amnesty” policy to apply, athletes must come forward, seek help, and/or take responsible action, before or during an incident, and/or before drug testing, or other offense occurs.

## **DRUG & ALCOHOL POLICY**

Team Soldier Hollow will not tolerate the use of drugs, alcohol, tobacco or nicotine of any kind (smoking, vaping, use of e-cigarettes, etc.) while participating in Team SoHo programs and will strive to provide a drug and alcohol free environment for our staff and athletes.

Any issue related to the possession or use of drugs and alcohol will be treated as a major offense as described above. When a major offense has occurred, Team SoHo will require that the student-athlete and his or her family work with one of our community partners at their own expense.

Participants who need help in dealing with drug/alcohol dependency are strongly encouraged to speak with someone and to seek help.

Team SoHo reserves the right to conduct “random” or “for cause” drug and alcohol testing with its athletes. This may include the testing of urine, breath, hair, blood, and/or saliva samples for the presence of prohibited or restricted substances.

“Random” testing can be performed several times during the winter season. Athletes can be selected randomly from the eligible populations.

“For Cause” testing may be requested when any participant exhibits behavior that could be due to the use of a prohibited substance, or if reasonable suspicion of use of such substances exists.

The cost of a negative test will be paid by Team SoHo. In the event of a “positive” test, the cost will be paid by the athlete or their family. The refusal of an athlete or athlete’s family to undergo requested drug & alcohol testing, and/or taking deliberate action to evade, impede, or invalidate such testing, shall be treated as a “positive” test result.

## **SUSPENSION/EXPULSION POLICY**

An athlete suspended from Team SoHo programs and activities will not be allowed to train, travel, or compete with Team SoHo. An athlete expelled from Team SoHo must return all rented or borrowed equipment within 24 hours of dismissal and remove all personal equipment from Soldier Hollow facilities within 72 hours. An athlete suspended or expelled from Team SoHo programs and activities will not be allowed to participate in any programs or other services and will not be allowed to come to Soldier Hollow facilities after school. No refund of program fees will be made. If the suspension occurs while on a Team SoHo trip, no refund of trip fees will be made.

If it is determined that a student-athlete is not eligible to train or compete with Team SoHo (a suspension) because of a disciplinary matter or academics, Team SoHo does not consider that student-athlete eligible to train or compete independently, and doing so may result in expulsion from Team SoHo.

## **TRAVEL POLICIES**

### ***General Travel Procedures:***

As part of Team SoHo programming, Program Managers and Coaches are responsible for making all travel arrangements (for teams that are eligible for traveling with the Club) for all official travel to training and competitions. Team SoHo staff make the best travel and lodging arrangements possible for the team as a whole, and follow best practices with regards to traveling with and supervising minors, including proper accommodations and logistics related to gender.

- Review your “Competition Schedule” to identify upcoming events. Any and all competition and travel schedules are subject to change.
- Head Coaches will announce upcoming competitions and indicate the RSVP date as well as an estimate on the trip cost. Trip costs include lodging, event fees, lift tickets/trail passes, transportation & coach expenses (per diem, lodging & transportation).
- After participation is confirmed, a trip announcement will be sent out with the details of the trip including departure time and anticipated return time.
- Please note the departure time on the trip announcement. At departure time, we want to have the vehicle packed and ready to move. Please help us by coming early to allow packing and loading time.
- All trip cancellations must be made 72 hours prior to trip departure. Any cancellations, for any reason including academic ineligibility, made less than 72 hours from trip departure will be subject to a

minimum of \$100 fee and any fees incurred by the team as a result of third party cancellation policies. For training camps, cancellations made **past the established deadline for the camp** will be subject to a minimum fee (non-refundable deposit) as dictated by the nature of the camp and any fees incurred by the team as a result of this cancellation.

- All trip fees must be paid at least 24 hours prior to departure. Trip fees include:

Entry Fees	<i>This will include any official entry fees charged for competition or training days at competitions.</i>
Trail Passes/Lift Tickets	<i>This will include any lift ticket or trail pass expenses for the athlete, as well as any additional fees associated with lanes or access to training.</i>
Athlete Lodging	<i>This will include any lodging expense specific to the athlete - note that if an athlete stays with the team's lodging on any night that athlete/family is responsible for their portion of all nights lodging for that trip.</i>
Transportation (Athlete and/or Coach)	<i>This will include the transportation cost for the athlete and the coaches - note that athletes not traveling with the team are still responsible for a portion of the coaches' transportation.</i>
Coaches' Expenses	<i>This includes all additional expenses supporting the coaches on the trip (primarily lodging and per diem) split between all the athletes on the trip.</i>
Banquet or Special Event/Expense	<i>This will include any additional event expenses associated with the trip such as banquets, team dinners purchased by the Club, a trip to the recreation center, etc.</i>
Recommended extra spending cash	<i>This will not be billed as part of the trip, but athletes may want to bring spending money with them. This is a recommendation only and is at the sole discretion of the athlete and family.</i>

- Parents of athletes not old enough to travel with the team are responsible for athlete's transportation, lodging, food, and costs associated with travel to the competition. All athletes attending the event share the coach(es) expenses (Coach lodging, per diem, event fees & coach transportation).

**Team SoHo Trips:**

1. *Younger athletes*, as determined by the coaches, typically do not travel with the team, or in Team SoHo arranged vehicles. The athlete will travel with and remain "in custody" of their parents or their parent's designee. The coaches will provide information as to where the coaches will be staying, the site of the venue, and other pertinent information, hold team meetings, and provide support to athletes and families.
2. Team SoHo provides vehicle transportation for *older athletes*, as determined by the coaches. Older athletes who are entitled to travel with the team but who do not, will incur a coaches' transportation expense. Older athletes may be unsupervised at various times during trips.
  - Most travel departs from the Soldier Hollow Day Lodge.
  - One ski bag, one duffle bag, and a rifle bag (if required) are sufficient for most trips.
  - It is the responsibility of the athlete and family to have school dismissal and/or absence pre-arranged.



- If Team SoHo staff decides that driving conditions, including time of day or length of travel, are unsafe, an overnight stay will be taken. Any additional expense for an overnight stop will be billed to the athlete's account.
  - Verbal parental permission must be provided for changes to the existing travel plan and approved by the coach.
3. Team SoHo does not encourage athletes of legal driving age to provide transportation to away competitions for themselves or teammates. In the interest of safety, Team SoHo prefers that all athletes travel in team vehicles or with parents. However, occasionally situations occur that make such independent travel preferable for the athlete, the families involved, or Team SoHo. In such cases the logistics must be clearly planned and coordinated well ahead of the departure date, and must include clear communication of the plan between the athletes, coaches, and parents. All other travel rules and policies remain in place, and in no cases do personally arranged logistics invalidate team rules such as curfew, Code of Conduct, or other rules of Team SoHo.

***Injury & Illness while traveling:***

Coaches will have in their immediate possession the emergency numbers and medical release information for each athlete.

In the event of injury or illness on a trip, coaches will seek medical attention and contact parents as soon as possible.

If an injury or illness requires that an athlete return home, parents understand that any expenses or logistics are their responsibility, and the club/coach will support making those arrangements in the best interest of the athlete.

# TEAM SOLDIER HOLLOW CODE OF CONDUCT

## **Introduction**

It is an honor to participate in the Team Soldier Hollow program. I recognize that my coaches expect me to always give my personal best and, as a result, I will experience personal growth and athletic improvement. I appreciate that membership on a Soldier Hollow team is a privilege, not a right. I acknowledge that, as a Team Soldier Hollow athlete, I also have significant responsibilities. I recognize that I am among the most visible young people in the ski community and the wider community, and that I am expected to behave as a respectful member of the ski community. Because biathletes and skiers are held to high standards of conduct, I understand the need to exercise good judgment and conduct myself with honesty, integrity, and respect for others at all times.

I agree to conduct myself in accordance with all rules and requirements of the US Ski Team, US Biathlon Association, the International Ski Federation and the International Biathlon Union. I also agree as follows:

### **1. Ski/Biathlon Community**

I will be a responsible and engaged member of the Utah Ski/Biathlon community. I will strive to represent my team on and off the trails, and show respect for all members of the Ski/Biathlon community and the broader community. I will lead by example. I will remember that both my own and my team's reputations are at stake when I participate in competitions, attend school, and socialize with friends and others in the broader community.

### **2. Academic Standing**

I will assume full responsibility for my academic progress and achievement. I will make every effort to stay in good academic standing at my school. I will attend all my classes unless excused for team travel and competition or some other legitimate reason. I will seek additional academic help, if necessary, to improve or maintain my academic standing.

### **3. Cyberspace**

I will not author, forward, or post vulgar or offensive notes, texts, photographs, or other content that reflect negatively on me, my team, other individuals, or that conflicts with the spirit or intent of this Code or the Code of Nordic/Biathlete Responsibilities. Whenever possible, I will discourage others from posting text or photographs that could be deemed unflattering or damaging to my, or others', reputation(s), or the reputations of the team or the broader Ski/Biathlon community.

### **4. Alcohol and Drug Use**

I will not consume alcoholic beverages on team trips or athletic events. I will not use or distribute banned substances, including illegal and "performance enhancing drugs," or take prescription drugs unless they have been prescribed for me by a medical professional.

### **5. Violence**

I will not engage in and will not be tolerant of violent acts, including assaults on persons or property, hate crimes, hazing (addressed more fully below), stalking, sexual violence, or any other conduct prohibited by law or team policy. If I witness such acts perpetrated by others, I will report them to my coach or another responsible adult immediately.

6. **Hazing**

I will not participate in hazing of any sort. I acknowledge that such acts, either in connection with membership on Team Soldier Hollow, participation in an informal or formal team activity, or for any other reason, are strictly prohibited.

7. **Remaining Informed of Expectations and Policies**

Bottom line, I am responsible for my own behavior. I understand that failure to conduct myself responsibly, as stated and implied by the conditions in this Team Soldier Hollow Code of Conduct, may result in sanctions, up to and including suspension or dismissal from the team.

**Expectations**

1. **Timeliness and Attendance**

I will attend practice as scheduled and be on-time. I realize that failure to be on-time interferes with the learning of others and is disrespectful to my teammates and coaches. If I must miss training or will be late, I will communicate with my coach(es) with as much lead time as possible.

2. **Respect**

I will respect myself, my teammates and my coaches and their decisions. If I have concerns with a coaches' decision, I will find an appropriate time to discuss my concerns in a respectful manner.

3. **Communication**

I will communicate with my coaches. I can expect that my coaches will do their best to communicate effectively with me as well. Good communication is the key to success at all levels.

4. **Support**

I will support my teammates in their goals, my coaches in their efforts, and others in their personal endeavors. Sometimes this means physical or emotional support, and sometimes this means being supportive by not hindering someone's effort.

5. **Coaches**

I can expect my coaches to always give their best, as I will give mine. I understand my coaches want the best for me as a person and as an athlete and I will help them to help me achieve my goals.

TRAINING, LOCKER ROOM, & SKI AREA RULES

***Training Rules:***

1. Show respect and support to teammates and staff and for each other's property.
2. Arrive on-time for scheduled training and meetings. Notify coaches if the athlete is going to be late or will miss practice for any reason. **Take responsibility for yourself!**
3. Arrive prepared for training. Equipment is critical to training. We often practice under adverse weather conditions. Please be prepared each day with appropriate clothing and gear.
4. Inappropriate and/or disrespectful language or actions, destruction of property, and/or other forms of abusive behavior will not be tolerated.
5. Stay for the complete training session. If you need to leave early, notify the coach prior to the start of practice.
6. Observe all safety instructions for the venue and when traveling.

***Locker Room/Facilities Rules:***

1. Team rooms and facilities are for Team SoHo athletes and Staff only. No others shall be invited in by athletes.
2. If you are provided with a door code, that should never be shared with anyone else.
3. Keep your personal locker and the locker room clean.
4. Respect your equipment, your teammates' equipment, and equipment that belongs to the Nordic Center. Do not use another teammates' equipment.
5. Respect the facility. Athletes will be responsible for any damage to facilities that they cause.
6. Current student-athletes can access the Team Rooms during the season:
  - a. Mondays-Fridays from 9am - 5pm
  - b. On weekends as determined by event and training schedule
7. Locker facilities are provided as a courtesy to Team SoHo athletes. Team SoHo is not responsible for missing gear. Please use your lockers to keep items out of site.

***General Ski Area Rules:***

1. Respect the rights of the general skiing public, who always come first. Be good ambassadors of Team SoHo with all Soldier Hollow Nordic Center employees and the public.
2. No "out of bounds" skiing during Team SoHo training sessions or competition unless led by a Team SoHo coach. This includes the snowmaking "Whales" which are off limits for skiing.
3. Obey all rules regarding skier safety and courtesy while on the ski trails, and while attending training or competitions at other areas.

By signing below I certify that I agree to abide by the Team Soldier Hollow Code of Conduct as well as the Training, Locker Room, and Ski Area Rules, Academic Policy, Travel Policies, Concussion Policy, the Drug & Alcohol Policy, and the Disciplinary Policies & Procedures. Furthermore, in addition to the sections cited above, I certify that I have read and understood the Team SoHo Parent/Athlete Handbook in its entirety.

Athlete Name \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_

Parent Name \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_

## PARENT RESPONSIBILITIES & INFORMATION

### COMMUNICATION

Communication between the Team SoHo, athletes, and parents is of critical importance. There are several ways of disseminating information.

**Orientation Meetings:** In the spring and fall, Team Soldier Hollow will host a Parent & Athlete meeting to cover program logistics, expectations and calendar.

**E-mail** and [www.TeamSoHo.org](http://www.TeamSoHo.org) are Team SoHo's primary communication tool. Coaches will update weekly training on [www.teamsoho.org/schedules](http://www.teamsoho.org/schedules) and e-mail any additional details for training, competitions, and travel. They will check their email regularly. Please make sure to include email addresses for the athlete *and* their parent(s) in registration.

**[WWW.TeamSoHo.org](http://WWW.TeamSoHo.org):** Updated calendars, program information, plus other parent and athlete resources are available on the website.

### Critical Communications Procedure

1. Incident occurs.
2. Staff and athletes directly involved stabilize and manage the situation on-site, including making direct and immediate contact with 911 services, Ski Patrol, or other support as necessary.
3. Immediately upon stabilization and securing the safety of those involved, follow the **chain of command**:
  - a. Notify **parents of any athletes directly involved** (*employ chain of command if support is needed in communicating with parents of athletes directly involved*), and immediately thereafter,
  - b. Depending on the severity of the incident, go up the chain of command as necessary...
    - i. Assistant Coaches report to Head Coaches
    - ii. Head Coaches report to Sr Sport Manager
    - iii. Sr Sport Manager reports to Venue GM
4. Team SoHo Staff involved will determine an appropriate emergency action plan and communication plan.
5. If deemed necessary, all Team SoHo employees will receive official notification of the incident as soon as all information is available.
6. Employees will refrain from making any additional comments about the incident until an official Team SoHo statement can be made.
7. Details of incidents will be recorded in Team SoHo's Incident Log.

### ELECTRONIC COMMUNICATION AND SOCIAL MEDIA

- The majority of communication from coaches or the Club will be done via group emails or texts including both athlete and parent emails provided through registration. Official email communication will be from an **@uolf.org** email address.
- Any communication directly between a coach and a minor athlete will be limited to addressing basic logistical, equipment, or scheduling type questions - all of which would be appropriate to share with the parents and the team. All digital communication between a coach and minor athlete will always have another adult, whether a parent or another coach, copied. "Private" communications not related to the Club or sport between a coach and an athlete via email, text, or any other platform are prohibited by Team Soldier Hollow.
- Parents have the right to see any and all communication between a coach and athlete at any time, and any concerns with athlete-coach communication should be brought to the attention of the Team Soldier Hollow administration.

- Coaches, staff, parents, and athletes may be connected via social media and other communication platforms. If this is the case, coaches, staff, parents, and athletes should be aware that the same rules apply on these platforms with regards to all Team SoHo policies.

## **GENERAL PARENT INFORMATION**

When children are involved in snow sports, their families are also involved. Team SoHo is a family and community organization. The relationship between athletes, parents, and coaches is critical and must be supportive and cooperative in order to provide the athletes with the best opportunities for growth and success. The responsibilities on the part of all three are equal and interdependent. Please be familiar with the role that each plays and recognize the importance of working together.

Here are some helpful resources describing the Responsibilities of the [Club](#), Responsibilities of [Coaches](#), and Responsibilities of the [Parents](#) which are also outlined below.

### ***Responsibilities:***

- Be familiar with the guidelines for long-term athlete development and age appropriate training for your athlete. See [U.S. Ski & Snowboard Training Systems](#).
- Read this entire handbook with your athlete; expect to abide by its policies, and direct questions to your child's coach or the Sr Sport Manager.
- Attend appropriate orientations and team meetings. At least one parent or guardian must attend the spring team meeting and fall team meeting.
- Support your child/athlete, and partner with the Team SoHo staff to ensure that they are prepared and have the opportunity to succeed.
  - Provide proper clothing and equipment: The athletes often practice in adverse weather conditions. Dressing properly and dressing in layers can make a big difference in their comfort and enjoyment of their sport. Properly fitting equipment makes it easier to focus on technique. If you have questions about clothing or equipment, ask the coaches for advice. Label your child's equipment with their name.
- Monitor your own expectations of your child's performance and progress, realizing that athletes who feel that they cannot meet their parents' expectations quickly lose motivation.
- Commit to the success of the Team SoHo fundraising programs. It is only with fundraising that this club can survive and flourish, thus providing your child with a platform for success.

### ***Around the Club:***

- While we highly encourage you to get to know the staff and your child's coaches, we also encourage you to set up appointments if you have questions or have something to discuss. Please remember that coaches/staff are very busy during training and competitions. These times are generally not the best time to talk with a coach.

### ***During Training and Competition:***

- Please feel free to observe your athlete's training, but please be discreet and do not interrupt the sessions by talking to your athlete or the coaches. Many athletes can be distracted if their loved ones are overly present at training. At competitions, a parent's role is to support the athlete while respecting the athlete's need for space and the coaches' job.
  - In case of emergency please contact your child's Head Coach who should have furnished a cell number and who can in turn locate a specific athlete as needed.
  - Volunteer and help with events.
  - Parents are our ambassadors at races and events. Support the coaches and athletes by respecting the event volunteers and offering your assistance when possible.

- Allow the coaches to coach. Please allow the athletes and coaches the space they need; For safety reasons, race and training venues are closed arenas.
- Respect the coaches' decisions. They are professionals and are trained to maximize your athlete's experience on each competition/trip. If you have questions, discuss with the coach at a later time.
- Be positive and supportive of all the athletes, coaches, and the team in general, regardless of any individual results on a given day. Please remember that on any given day the process and experience is of equal or greater value or significance than specific results.
- If you have questions or concerns about results, fairness, or any other issue at a competition, direct questions to your coach and they will contact the official who represents the athletes (when necessary) through appropriate channels.

Being a parent of a competitive athlete is not easy. Yet, as with all aspects of parenting, the behavior of a parent can profoundly help or hinder the child to achieve their ambitions. The following guidelines will help you to best support your child in their athletic endeavors.

Additional Sport Parenting information can be found at the following sites:

<http://changingthegameproject.com/parent-coaches/>  
<https://www.positivecoach.org/>  
<http://training.teamusa.org/brands/details?brandId=6>

## **PARENT CODE OF CONDUCT**

*Ten Commandments for Parents with Athletic Children*, taken from *The Young Athlete* by Bill Burgess

1. Make sure your children know that win or lose, scared or heroic, you love them, appreciate their efforts and are not disappointed in them. This will allow them to do their best without fear of failure. Be the person in their life they can most look to for constant positive reinforcement.
2. Try your best to be completely honest about your child's athletic capability, their competitive attitude, sportsmanship and actual skill level.
3. Be helpful but resist the temptation to coach them. It's tough not to, but it's a lot tougher for a child who is inundated with advice, pep talks, and often critical instruction.
4. Teach them to enjoy the thrill of competition, to be "out there" trying, to be working to improve their skills and attitudes. Help them to develop the feel for competing, for trying hard, for having fun.
5. Try not to relive your athletic life through your children in a way that creates pressure; there are always ups and downs along the way.
6. Don't compete with the coach.
7. Don't compare any attribute of your child with those of other team members, at least within hearing distance.
8. Get to know the coach so that you can be assured their philosophy; attitudes, ethics, and knowledge are such that you are happy to have your child under their leadership.
9. Always remember that children often exaggerate, both when praised and when criticized. Temper your reaction and investigate before over-reacting.

10. Make a point of understanding courage, and the fact that it is relative. Some of us can climb mountains and are afraid to fight. Some of us will fight but turn to jelly if a bee approaches. Everyone is frightened in certain areas. Explain to your child that courage is not the absence of fear, but a means of doing something in spite of fear or discomfort. The job of the parent of an athletic child is a tough one, and it takes a lot of effort to do it well. It is worth all the effort when you hear your youngster say, "my parents really helped, I was lucky."

### ***SafeSport***

As National Governing Bodies and steward of our sports, U.S. Ski & Snowboard and US Biathlon have partnered with the SafeSport program via the United States Olympic Committee to assist their clubs, coaches, parents, and team leaders in recognizing unacceptable behavior and acting to prevent or correct it. As a U.S. Ski and Snowboard and US Biathlon member club, we support and raise awareness for these resources and training.

Information and training can be found at: <https://safesport.org/>

All Team SoHo coaching staff has been advised of the [SafeSport guidelines](#) and program and are required to go through SafeSport training and a background check as part of the U.S. Ski and Snowboard and US Biathlon membership process. All staff are also made aware of mandatory reporting laws governing the state of UT.

### ***SafeSport REPORTING***

Visit <https://uscenterforsafesport.org/report-a-concern/> For more information on reporting.

## **VOLUNTEERING**

### ***Ski Races: Officials and Volunteers***

In order to host a successful event, we need many volunteers and certified officials.

- For example, U.S. Ski & Snowboard and US Biathlon sanctioned races require many volunteers and certified officials, also unpaid, to put on the race -- as many as 50-60 people or more for FIS and NorAm races. Unless the Club as race organizer provides a sufficient number of volunteers, including competent gate judges, the event risks termination.
- Ten to twenty volunteers are needed for each club race. Without this help, the quality of the event suffers.
- Nordic events, like the Super Qualifier, may require 40-50 people. Again, without these volunteers, the quality of the event suffers.

Through your participation as a volunteer and official, the quality of races improves. Additionally, you receive a great view of the race and the satisfaction of knowing that you have helped your child obtain his or her athletic goals by being a part of the race organization. At our highest-level races, you will have the opportunity to see some of the best skiers in the country and the world.

We aim to educate and organize as many parents as possible in race officiating. This will ensure quality and safe races for our community and athletes. Please speak with a Head Coach about opportunities and participation in clinics.

Your involvement in the U.S. Ski & Snowboard and/or U.S. Biathlon makes a difference. The U.S. Ski & Snowboard and U.S. Biathlon needs your support as a race official and volunteer to provide all our athletes with the quality competitive experiences they deserve. If you are a member of the U.S. Ski & Snowboard, you are



covered by their liability insurance anytime you are performing volunteer work at U.S. Ski & Snowboard sanctioned events. If you wish to become a member of the U.S. Ski & Snowboard, visit <https://usskiandsnowboard.org/>. If you wish to become a member of U.S. Biathlon, visit [www.usbiathlon.org](http://www.usbiathlon.org).

## **COACH RESPONSIBILITIES & BEHAVIOR**

Team SoHo is committed to providing excellence in both its coaching staff and program design and as such Team SoHo and its coaches commit to the following:

### **General:**

- Commit 100% to established athlete management plans. Follow program curriculum plans as established with Program Managers and Head Coaches.
- To the best of your ability, help each athlete in their quest to achieve athletic and personal success.
- Represent the athletes' best interest locally, regionally, and nationally.
- Behave according to the U.S. Ski & Snowboard/USASA/IFSA Coaching Code of Ethics.
- Be punctual, prepared, and maintain a professional appearance.
- Communicate with athletes on any and all aspects of their individual development following the guidelines and philosophies of [positive coaching](#) set by program directors.
- Communicate with parents on appropriate aspects of the team and individual athlete programs.
- Support team and program sponsors.
- Consistently look for ways to upgrade your skills and knowledge.
- Secure comfortable travel accommodations, appropriate for both genders and the age group. Plan appropriate travel for conditions and timing.

### **Team SoHo Coach Responsibilities:**

1. U.S. Ski & Snowboard and U.S. Biathlon conducts background checks on all members as a requisite for a Coaching License.
2. Be aware of [SafeSport](#) resources and [code](#). Be vigilant in reporting any signs of abuse.
3. Be aware of responsibility and laws regarding mandatory reporting of abuse.
4. Team SoHo staff must be familiar with the Parent/Athlete Handbook and their specific job descriptions.
5. Coaches will be familiar with and help maintain the facilities and equipment before, during, and after training sessions and competition and take steps to ensure deficiencies are corrected immediately.
6. Team SoHo coaches will stop or withdraw from any activity they believe poses unreasonable risks, including stopping a training session or removing the team or an individual athlete from a competition.
7. Coaches will have in their immediate possession the emergency numbers and letters of medical permission (waivers) for each athlete.
8. Coaches will remove any athlete from training or competition if they believe the athlete may be at risk of injury due to the absence of, or inappropriately adjusted or maintained, protective equipment (including helmets).
9. If a coach must leave the training site, that coach will be prepared to stop the training session if there is no other qualified person present who is able to take over the session.
10. Coaches will be attentive to the needs of the athletes and do everything possible to create and maintain a positive learning environment.