

## TABLE OF APPENDICES

APPENDIX I	Gender Equity Awareness
APPENDIX II	EOSSAA Code of Ethics For Coaches To EOSSAA Championships
APPENDIX III	Rules of Behaviour For Participants To EOSSAA Championships
APPENDIX IV	Rules of Behaviour For Participants To EOSSAA Championships - Signature Form
APPENDIX V	EOSSAA Code of Conduct For Spectators
APPENDIX VI	EOSSAA Warning Letter For Spectators
APPENDIX VII	EOSSAA/OFSAA Uniform Sponsorship Policy
APPENDIX VIII	EOSSAA Policy For Blood and Body Fluids
APPENDIX IX	EOSSAA Letter of Intent
APPENDIX X	EOSSAA Entry Form
APPENDIX XI-A	EOSSAA Form For Motions, Resolutions and Notices of Motion
APPENDIX XI-B	EOSSAA Form For Motions, Resolutions and Notices of Motion - Blank Form
APPENDIX XII	OFSAA Leadership in School Sport Award
APPENDIX XIII	The Pete Beach Award
APPENDIX XIV	EOSSAA Retirement Award
APPENDIX XV	EOSSAA Secretary's Duties
APPENDIX XVI	EOSSAA Treasurer's Duties
APPENDIX XVII	EOSSAA Statement of Expenses
APPENDIX XVIII	EOSSAA Release of Liability Form
APPENDIX XIX	EOSSAA Championship Convenor's Duties
APPENDIX XX	EOSSAA Website Coordinator's Duties

## GENDER EQUITY AWARENESS

Equity does not necessarily mean that all persons must be treated exactly the same. Where discrimination exists, people may need to be treated differently in order to be treated fairly.

(CAAWS, 1993)

Equality focuses on creating the same starting line for every one.

Equity has the goal of providing everyone with the same finish line.

- Bruce Kidd

## SCHOOL SPORT PROGRAMS CHECKLIST

### SCHOOL

Has a need's assessment/evaluation of the sport program been completed recently to assess if the needs of the students are being met?

Does the sport program offer equitable sport opportunities for males and females?

Is the access to facilities available on an equitable basis for both males and females (for example, are the "good" facilities shared equitably between males and females for league games and play-off games)?

Are the facilities shared equitably in terms of access for practices?

Are the championship games and information about games and programs advertised/promoted similarly within the media, school newsletter, etc.?

Are both males and females given access to prime time facility usage (morning, after-school and evening practices)?

Are both male and female teams given equitable practice hours?

Do both the male teams and female teams have equitable access to competition, eg., similar season length, participation in tournaments?

Do the boys' and girls' teams have comparable uniforms and equipment?

Does the administration support both male and female coaches (supply teacher coverage, etc.)?

Is the mode of transportation to league games and invitationals comparable (van, bus, cars, etc.)?

### BOARD OF EDUCATION

Is the male and female sport program funded equitably?

Does your Board have a gender equity policy?

Are statistics on gender participation in sport collected on schools in your Board?

Does your Board have a harassment policy?

Does your Board offer in-services on gender equity training?

Is there a person or committee responsible for gender equity within your Board?

## EOSSAA CODE OF ETHICS FOR COACHES TO EOSSAA CHAMPIONSHIPS<sup>1</sup>

### I. Respect for Participants

The principle of *respect for participants* challenges coaches to act in a manner respectful of the dignity of all participants in sport. Fundamental to this principle is the basic assumption that each person has value and is worthy of respect.

Acting with *respect for participants* means that coaches:

- (i) do not make some participants more or less worthy as persons than others on the basis of gender, race, place of origin, athletic potential, colour, sexual orientation, religion, political beliefs, socioeconomic status, marital status, age or other conditions;
- (ii) have a responsibility to respect and promote the rights of all participants;
- (iii) interact with others in a manner that enables all participants in sport to maintain their dignity; and
- (iv) build mutual support among fellow coaches, officials, spectators, athletes and their family members.

### II. Responsible Coaching

The principle of *responsible coaching* carries the basic ethical expectation that the activities of coaches will benefit society in general and participants in particular and will do no harm. Fundamental to the implementation of this principle is the notion of competence - responsible coaching (maximising benefits and minimising risks to participants) is performed by coaches who are “well prepared and current” in their discipline.

In addition, *responsible coaching* means that coaches:

- (i) act in the best interest of the athlete’s development as a whole person;
- (ii) recognize the power inherent in the position of coach;

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<sup>1</sup> The EOSSAA Code of Ethics for Coaches to EOSSAA Championships was adapted from the Coaching Association of Canada’s “Coaches Code of Ethics - Principles and Ethical Standards”

- (iii) are aware of their personal values and how these affect their practice as coaches;
- (iv) acknowledge the limitations of their discipline; and
- (v) accept the responsibility to work with other coaches and professionals in sport.

## APPENDIX II - Page 2

### **III. Integrity in Relationships**

Integrity means that coaches are expected to be honest, sincere and honourable in their relationships with others. Acting on these values is most possible when coaches possess a high degree of self-awareness and the ability to reflect critically on how their perspectives influence their interactions with others.

In being faithful to the principle of *integrity in relationships*, coaches would adhere to the following ethical standards:

- (i) explore mutual expectations with athletes in an honest and open manner, giving due consideration to the age and experience of individuals;
- (ii) accurately represent personal coaching qualification, experience, competence and affiliations in spoken and written communications, being careful not to use descriptions or information that could be misrepresented;
- (iii) make athletes and others clearly aware of coaching qualifications and experience;
- (iv) notify other coaches when working with those coaches' athletes;
- (v) honour all promises and commitments, both verbal and written;
- (vi) act with enthusiastic and genuine appreciation of sport.

### **IV. Honouring Sport**

The principle of *honouring sport* challenges coaches to recognize, act on and promote the value of sport for individuals and teams and for society in general.

*Honouring Sport* means that coaches:

- (i) act on and promote clearly articulated values related to coaching and sport;
- (ii) encourage and model honourable intentions and actions in their coaching practice; and
- (iii) show high regard for and promote the value of sport in Canadian society and around the world;
- (iv) accept both the letter and the spirit of the rules that define and govern sport.

## APPENDIX III

## RULES OF BEHAVIOUR FOR PARTICIPANTS TO EOSSAA CHAMPIONSHIPS

Any EOSSAA Championship must attempt to achieve a standard of organizational and educational excellence that will serve to place it beyond reproach in either area.

A school athlete jointly represents both school and Local Association when attending an EOSSAA Championship. This consequently confers a responsibility upon him/her during the time of absence from school. This responsibility assumes greater meaning when individual teacher-coaches instruct their competitors in the degree of importance attached to it. The following principles and rules will therefore apply to all EOSSAA Championships and are in addition to the EOSSAA Playing Regulations and Governing Rules of athletic contests.

1. The teacher-coach must prepare participants with regard to the behaviour expected of them at the Championship.
2. The teacher-coach bears the responsibility for supervising his/her athletes for the entire period during which they are absent from school or home. If the coach of a team is of the opposite sex, a suitable adult chaperon of the same sex, as approved by the principal of the school, must be present and on-site for the duration of the Championship.
3. The consumption of any alcoholic beverage by student participants, whether of legal drinking age or not, at any time the responsibility of abstaining - a responsibility which in value far outweighs any immediate gain that an individual might perceive as accruing to himself or herself as a result of exercising this right.
4. Drugs, other than medication prescribed by a medical doctor for a specific competitor, are expressly forbidden.
5. All participants will deport themselves in a manner becoming representatives of their school, Local Association and EOSSAA while attending and Association Championship. Attention must be paid to:
  - . Respect for others; all participants have the right to freedom from harassment (as defined by the
  - . Respect for property;
  - . Conduct (refer to taunting and malicious behaviour, By-Law 5, Section 2 (g));
  - . Language;
  - . Dress.
6. Participants staying in tournament accommodation are expected to respect the right of others to undisturbed rest. Those who create disturbance in rooms or corridors after a reasonable hour will be subject to disciplinary measures. Student-athletes are expected to observe any curfew imposed by the EOSSAA at the Championship.
7. All schools entering an Association Championship shall, by signature of the school principal on the Championship Entry Form, acknowledge responsibility for making restitution for damage resulting from misconduct by their participants. (Reference By-Law 5, Section 2 (a)).

### Procedure

Actions contrary to these Rules shall be referred to the Competition Committee which shall investigate the matter and decide on the penalty, if any, to be assessed. A report of the matter in question and penalty, if any imposed, shall be sent to the Principal of the school and the appropriate Local Association Representative. The report will also be forwarded to the Board of Reference - Sanctions where they may take farther action and/or penalties imposed.



# EOSSAA

## **CODE OF CONDUCT FOR SPECTATORS**

CHEER IN A POSITIVE MANNER

RESPECT OFFICIALS' DECISIONS

DO NOT INTERFERE WITH THE COMPETITION

KEEP OFF THE PLAYING AREA

BE COURTEOUS AND RESPECTFUL

Failure to comply with this Code of Conduct may lead to ejection.

# EOSSAA

## WARNING

This event is sanctioned under the policies and regulations of the Eastern Ontario Secondary School Athletic Association (EOSSAA).

EOSSAA requires that all spectators adhere to a code of conduct (attached).

I regret to inform you that in the opinion of the organizers of this event you are in breach of the EOSSAA Code of Conduct for Spectators.

The purpose of this letter is to inform you that you are in violation of the EOSSAA Code of Spectator Conduct and that should further violation occur, I will have no alternative but request that you leave the premises.

Convenor \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_ Site \_\_\_\_\_

Event A, AA, AAA, AAAA (Circle)

Girls Boys Coed (Circle)

Activity \_\_\_\_\_  
(Championship)

## APPENDIX VII

**EOSSAA/OFSAA UNIFORM SPONSORSHIP POLICY**

All competitors are expected to dress for EOSSAA/OFSAA Championships in uniforms that are neat and clean, conform to uniform requirements outlined in the Playing Regulations and which maintain the integrity of the school's/Local Association's name, colours and logos. No sport club insignia on uniforms shall be permitted. A sport club is defined as a community, provincially or nationally based organization whose primary purpose is participation in organized competition in single or multi sport programs.

A uniform is defined as a top, a bottom, warm-up T-shirt and a track suit.

a) **Commercial Sponsorship Criteria:**

Commercial sponsorship may be recognized on athletes' uniforms at EOSSAA/OFSAA Championships/events provided the following criteria is met:

- i) the product and/or service provided by the sponsor must be commensurate with the philosophical practices and policies of EOSSAA/OFSAA, the school, the Local Association and the local Board of Education;
- ii) only the same singular sponsor may be recognized on a team's set of uniforms;
- iii) the manufacturer of the uniform may be recognized as the sponsor. If the manufacturer is not the sponsor, then the manufacturer's logo must be displayed very discreetly (i.e. smaller than 64 sq. cm. and not longer than 10 cm.);
- iv) this criteria must be met both on and in the immediate vicinity of the competitive area.

b) **Commercial Sponsorship Placement Guidelines:**

i) Singlets/Vest/Jerseys

Where uniform tops have sleeves, recognition of the sponsor must appear on one of either the left or right sleeve. The maximum area to be covered by the advertising on the sleeve is 64 sq. cm. (maximum length 10 cm.).

Uniform tops without sleeves may display sponsorship on the left or right breast of the uniform top. The maximum area to be covered by the advertising on the uniform top without a sleeve is 24 sq. cm. (maximum length 8 cm.).

ii) Shorts/Bottoms

One piece of advertising, similar in nature to that permitted on the top of the uniform, will be permitted on the left or right thigh. The maximum area to be covered by the advertising on the shorts/bottoms is 64 sq. cm. (maximum length 10 cm.).

iii) Warm-up T-shirt/Track Suits

The permitted advertising on warm-up T-shirts and track suits will conform to the criteria for uniform tops and bottoms.

Schools may choose whether to recognize sponsors on the sleeve or breast area of the uniform

top.

If the manufacturer's logo is discrete (i.e. smaller than 64 sq. cm.), then the sponsor's name

may be

c) **Failure to abide** by all aspects of this Appendix may result in disqualification from the Championship.

## APPENDIX VIII

## EOSSAA POLICY FOR BLOOD AND BODY FLUIDS IN THE ATHLETIC SETTING

### 1. **Prevention Policies:**

- a) Prior to participation in a competition, any wound including abrasions or rashes, on athletes, coaches and officials must be securely covered.
- b) If a bleeding injury occurs to any participant during the course of the competition, the individual must be removed from the competition until the bleeding has been stopped. The wound must be cleansed with an antiseptic solution and securely covered before the individual can re-enter the competition. Note: If an official is bleeding, the game shall be held up until that official is ready to resume unless it appears that the delay will take too long, at which time the other official(s) may decide to continue the competition.
- c) Should blood appear on any part of a participant's uniform or protective equipment which is exposed to other participants, the uniform/equipment must either be changed or cleaned before participation can resume.
- d) The athlete may change into a uniform bearing a different number. The opposing coach and official scorers must be made aware of this change prior to the resumption of play.
- e) Athletes will be permitted to wear a practice T-shirt or singlet bearing the athlete's uniform number in the same dominant colour as the official team uniform.
- f) All equipment or playing surfaces which come in contact with blood shall be cleaned with a solution of one part household bleach and one hundred parts water - 10 ml. bleach to 1 litre of water. This solution must be freshly prepared before every competition.

### 2. **Recommended Practices:**

- a) Any personnel dealing with body fluids or open wounds should wear rubber or latex gloves. Gloves must be disposed and replaced after each individual is treated.
- b) Stop the bleeding, cover the wound and change the uniform if contaminated with signs of blood.
- c) Remove gloves and wash hands with soapy water after treating a bloody wound or cleaning blood stained surfaces.
- d) Clean any surface or equipment with appropriate disinfectant and clean clothes or skin with soap and water or appropriate antiseptic.
- e) Use proper disposal procedures for equipment and contaminated clothing.
- f) Use ventilation device for emergency resuscitation.
- g) Personnel with open skin conditions should not have direct contact with bleeding athletes.
- h) Dispose of infected clothes and/or towels.
- i) Encourage athletes involved in contact sports to wear protective equipment that may prevent bloody injuries during competition (eg. mouth guards).
- j) Keep instruments designed for piercing skin sterile, use them only once. **Do not share.**
- k) All participants must use individual water bottles. Encourage athletes not to share personal items which may pierce the skin or mucous membranes (i.e. razors, nail clippers).
- m) Encourage athletes to render first aid to themselves and cover their own wounds whenever possible. A

APPENDIX IX

**EOSSAA LETTER OF INTENT**

To be used in all Senior/Open Girls and Senior/Open Boys Team Sport Championships

The following motion was passed in June 1991. It is included in the EOSSAA Constitution in Eligibility:

“All teams submitting an entry for an EOSSAA team championship must indicate on submission of the entry form whether or not they are prepared - in every sense of the word - to represent EOSSAA at the OFSAA championship. Furthermore, all teams participating at an EOSSAA team championship must bring to the championship a letter attesting to this commitment over the signatures of the coach, the AC/PAR Leader, and the Principal. Furthermore, this letter is to be received by the convenor prior to play beginning. The letter must be received to qualify for the OFSAA Championship.”

EOSSAA Championship \_\_\_\_\_

Date (D,M,Y) \_\_\_\_\_

Site \_\_\_\_\_

Convenor \_\_\_\_\_

OFSAA Championship \_\_\_\_\_

Date (D,M,Y) \_\_\_\_\_

Site \_\_\_\_\_

Convenor \_\_\_\_\_

Do you intend to represent EOSSAA at this OFSAA Championship?

Yes \_\_\_\_\_ No \_\_\_\_\_

School \_\_\_\_\_

Coach \_\_\_\_\_ (typed) \_\_\_\_\_ (signature)

AC/PAR Leader \_\_\_\_\_ (typed) \_\_\_\_\_ (signature)

Principal \_\_\_\_\_ (typed)  
(signature)

Date (D,M,Y) \_\_\_\_\_

APPENDIX X

**LOCAL ASSOCIATION & EOSSAA ENTRY FORM**  
**Basketball, Field Hockey, Ice Hockey, Rugby, Soccer, Volleyball**

**EVENT:** \_\_\_\_\_

School: \_\_\_\_\_ Local Association: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City/Town Postal Code

School Telephone # \_\_\_\_\_ Fax # \_\_\_\_\_

Teacher/Coach's Name: (Print) \_\_\_\_\_ Home Phone # \_\_\_\_\_

Coach: (Print) \_\_\_\_\_ Home Phone # \_\_\_\_\_

School Colours: Top: \_\_\_\_\_ Bottom: \_\_\_\_\_ Predominant Colour: \_\_\_\_\_

Team Name: \_\_\_\_\_ Current year's Record: Won: \_\_\_\_\_ Lost: \_\_\_\_\_

**PLAYER INFORMATION:**

	Surname/Given	Uniform #	Year In		D.O.B
			Dark/Light	School	
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____
6.	_____	_____	_____	_____	_____
7.	_____	_____	_____	_____	_____
8.	_____	_____	_____	_____	_____
9.	_____	_____	_____	_____	_____
10.	_____	_____	_____	_____	_____
11.	_____	_____	_____	_____	_____
12.	_____	_____	_____	_____	_____
13.	_____	_____	_____	_____	_____
14.	_____	_____	_____	_____	_____
15.	_____	_____	_____	_____	_____
16.	_____	_____	_____	_____	_____

Manager(s): \_\_\_\_\_

\*Student-athletes in year 1 through 4 must be registered and in attendance in a minimum of 6 full day school credit courses over the school year or 3 full day school credit courses per semester.

\*Student-athletes in year 5 must be registered and in attendance in a minimum of 4 non-semestered full day school credit courses over the school year or two full credit courses per semester.

\*Only the above named persons may enter and be present in the competition area.

\*Must be eligible under the EOSSAA/OFSAA Transfer Policy.

\*Any suspension or disciplinary actions in Local Association play shall be carried forward into EOSSAA and OFSAA competition. The Local Association Convenor shall be responsible for reporting such players and the nature of the disciplinary action with the EOSSAA /OFSAA entry.

Name of Player	Nature of Disciplinary Action
_____	_____
_____	_____

\*This is to certify that all players listed above are duly registered in this Local Association of EOSSAA and are eligible to participate in this year's EOSSAA/OFSAA \_\_\_\_\_ Championship under the rules and regulations of this Local Association and those of EOSSAA/OFSAA. **Note:** "A teacher from the same school must accompany and be responsible for the behaviour or his/her team members for the duration of the Local Association Play and the EOSSAA/OFSAA Championship."

Before acceptance, this form must be signed by the following people. We certify that all students herein listed are eligible according to all of \_\_\_\_\_ & EOSSAA/OFSAA Constitution, By-Laws, and Playing Regulations. All schools entering

Local Association play and EOSSAA/OFSAA Championship shall, by signature of its school principal on this Entry Form, acknowledge responsibility for making restitution resulting from misconduct by his/her participants.

**Signatures:**

Teacher Coach: \_\_\_\_\_

Coach:

Par Leader/AC: \_\_\_\_\_

Principal:

Add the following signature for EOSSAA: Local Association Convenor:

Add the following signature for OFSAA: EOSSAA Convenor or Representative:

Name of Supervising Adult (maybe same as above):

April

2002  
APPENDIX X- Contd.

**EOSSAA/OFSAA TRANSFER POLICY**

EOSSAA and OFSAA recognize the right of all students to choose which school they attend and which subjects they study. EOSSAA/OFSAA, however, is charged with the responsibility of drafting, implementing and enforcing rules of eligibility for those who seek the privilege of participating in EOSSAA/OFSAA sponsored events. The overriding purpose of these rules is to ensure fair and equitable competition. The EOSSAA/OFSAA Transfer Policy applies to all students transferring into Ontario high schools.

The following section must be completed in accordance with the EOSSAA/OFSAA Transfer Policy which appears above.

SCHOOL: \_\_\_\_\_

Have any of the students listed under "Player Information" transferred schools in the past twelve (12) months.

Yes \_\_\_\_\_ No \_\_\_\_\_

To have been included under "Player Information", such players must have been **declared** eligible. Please list these players below and fill in the required information.

Name of Transfer Student	Date of Entry	Category Granted Eligible	Approval Granted By
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

APPENDIX XI - A

<h1 style="margin: 0;">EOSSAA</h1>	<p style="text-align: right;">FOR CONSIDERATION BY: (Please check appropriate)</p> <p style="text-align: right;">Bd. of Dir. _____</p> <p style="text-align: right;">Leg. Council _____</p>

FORM FOR MOTIONS, RESOLUTIONS, AND NOTICES OF MOTION  
(Please type or print)

REFERENCE (List all Articles, By-Laws and Playing Regulations to which this will apply) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

WHEREAS, \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

AND WHEREAS, \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

AND WHEREAS, \_\_\_\_\_

\_\_\_\_\_

BE IT RESOLVED THAT \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

AND BE IT FURTHER RESOLVED THAT \_\_\_\_\_

\_\_\_\_\_

MOVER \_\_\_\_\_

SECONDER \_\_\_\_\_

DATE SUBMITTED \_\_\_\_\_

SCHOOL \_\_\_\_\_

LOCAL ASSOC. \_\_\_\_\_

SCHOOL \_\_\_\_\_

LOCAL ASSOC. \_\_\_\_\_

ACTION: \_\_\_\_\_ DATE \_\_\_\_\_

Passed \_\_\_\_\_

Defeated \_\_\_\_\_

Withdrawn \_\_\_\_\_



## APPENDIX XII

**OFSAA LEADERSHIP IN SCHOOL SPORT AWARD**

The OFSAA Leadership in School Sport Award is presented annually at each OFSAA Championship to a teacher-coach who best exemplifies the values of OFSAA - fair play, good sportsmanship, enjoyment of sport, personal growth and achievement, and education through school sport.

**Criteria for Selection of Nominees and Recipients**

The following criteria should be given consideration when selecting nominees for this award. It is expected that every candidate will fulfil most, but not all, of these criteria:

- has had a longstanding career as a teacher-coach (15 - 20 years)
- is a good role model for students
- is respected by students, colleagues and fellow coaches
- has qualities exemplifying the values of fair play and good sportsmanship which are reflected in the behaviour of those coached by the individual
- treats the student-athletes with respect
- has demonstrated expertise, experience and leadership in the specific sport for which the nomination is given
- has demonstrated commitment to the overall school sport program through coaching a variety of sports, working with the intramural programs or being involved with other sport initiatives
- has shown leadership in the sport program by convening events, hosting clinics, and/or conducting developmental activities for students
- has been involved in an administrative capacity at the Local, Association and/or OFSAA level as a member of a Board, Executive or committee
- has been involved in other areas of the school sport program such as staff committees or task forces

**All recipients will have the support of their Association through the Association representatives to OFSAA.**

APPENDIX XII

## NOMINEES FOR OFSAA LEADERSHIP IN SPORT AWARDS

To assist in the selection of the recipients of the OFSAA Leadership in Sport Awards, each Local Association is asked to confer with the sport convenors and provide the name or names of teacher-coaches within the Local Association who you wish to have considered. Kindly fill in your nominees in the spaces provided and return to the EOSSAA Secretary by September 30th.

**LOCAL ASSOCIATION:**

SPORT	NOMINEE	SCHOOL
Cross Country		
Field Hockey		
Boys' Volleyball		
Girls' Volleyball		
Boys' Basketball		
Girls' Basketball		
Alpine Skiing		
Nordic Skiing		
Gymnastics		
Swimming		

Girls' Ice Hockey		
Boys' Ice Hockey		
Curling		
Boys' Wrestling		
Girls' Wrestling		
Badminton		
Girls' Rugby		
Boys' Rugby		
Girls' "A/AA" Soccer		
Girls' "AAA" Soccer		
Boys' "A/AA" Soccer		
Boys' "AAA" Soccer		
Track & Field		
		April 2002

APPENDIX XII

**OFSAA LEADERSHIP AWARD NOMINATION FORM**

SPORT \_\_\_\_\_

Association: \_\_\_\_\_

Nominee: \_\_\_\_\_

School: \_\_\_\_\_

Approximate number of years as a Teacher-Coach: \_\_\_\_\_

Areas of involvement/leadership in this sport: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other sport involvement (coach, development, etc.): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other areas of leadership/involvement (local, Association, OFSAA): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

General Comments (i.e., nominee's coaching philosophy): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature of Association Representative

Date: \_\_\_\_\_

## THE PETE BEACH AWARD

The Pete Beach Award is named in honour of Mr. N. A. Pete Beach, a former Executive Director of OFSAA, who died in 1984. Mr. Beach recognized, early in his career, that school sport possessed a substantial and verifiable trait of the capacity to contribute beyond sport to a young person's future career and life. For the next fifty years, he devoted his energy to the organizational development of school sport and thus to the service of young people.

In view of the complexity of the developmental process, it is a rare educator indeed who has the capacity to utilize the medium of school sport in such a way as to positively and sufficiently influence students in the remainder of their lives. That educator is one who consistently provides an impression of stability and optimism, one who enjoys the company, and the respect, of young people; one who embodies, and initiates by example, the highest traditions of the sportsperson; one who best typifies the true function of the teacher-coach - a source of discipline, a mentor and a friend.

### CRITERIA FOR SELECTION

1. During his / her career the nominee has been:

- a) Active as a teacher coach
- b) Active as a Local Association, EOSSAA, Regional and/or OFSAA convenor
- c) Active in administration of EOSSAA activities, i.e., SAC, CBA, CGA, Board of Directors,
- d) Influential in the development of their student-athletes as a source of discipline, as a mentor and as a friend

NOMINEE \_\_\_\_\_ LOCAL ASSOC.

#### A. CONTRIBUTIONS AS A TEACHER-COACH

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#### B. CONTRIBUTIONS AS A CONVENOR

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#### C. CONTRIBUTIONS IN ATHLETIC ADMINISTRATION OF EOSSAA ACTIVITIES

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#### D. PERSONAL ATTRIBUTES

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**PETE BEACH AWARD SELECTION PROCESS**

1. a) The Nomination forms shall be sent to all Local Association Presidents by the EOSSAA Secretary prior to the Fall Board of Directors meeting.
  - b) If a Local Association has a nominee, the completed nomination form must be received by the
  - c) Nominee may be active, retired or deceased teacher-coaches.
  
2. a) The President shall review the nominees with the Board of Directors at the Spring meeting.
  - b) After EOSSAA having considered the merit of the nominees, the Board shall select a recipient at
  - c) The EOSSAA Secretary shall inform OFSAA of the name of the recipient no later than May 15th.
  - d) The recipient shall be presented with the award at the annual meeting of the EOSSAA Legislative
  - e) The recipient shall be the guest of EOSSAA at the annual meeting luncheon.

**PREVIOUS WINNERS**

		2007	Jack Weststrate	LGSSAA
2006	Holly Wykes		LGSSAA	
2005	Mark Lewis		LGSSAA	
2004	Norie Spence		LGSSAA	
2003	Pat Patterson		LGSSAA	
2002	Dale Huddleston		KASSAA	
2001	Betty Ann Nolan-Steacy		LGSSAA	
2000	Bruce Black		KASSAA	
1999	Bob Vedan		PRSSAA	
1998	Tom Marshall		LCIAA	
1997	Elaine Pritchard		UOVHSAA	
1996	Ron Hungerford		LGSSAA	
1995	Stan Fraser		SD&GSSAA	
1994	Barry O'Connor		KASSAA	
1993	Betty Mulville		LCIAA	
1992	Wanda Mitchell		SD&GSSAA	
1991	John Metcalfe			
1990	Doug Fraser		KASSAA	
1989	Jackie Fraser		SD&GSSAA	
1988	Mary Anne Edgeworth		KASSAA	
1987	Donat Poirier		SD&GSSAA	
1986	Bob Fazackerly		LGSSAA	

# EOSSAA RETIREMENT AWARD

An EOSSAA Retirement Award is presented annually at the Legislative Council meeting to each teacher-coach who best exemplifies the values of EOSSAA -- fair play, good sportsmanship, enjoyment of sport, personal growth and achievement, and education through school sport.

## CRITERIA FOR NOMINATION BY LOCAL ASSOCIATION

During his / her career the nominee:

- a) has had a longstanding career as a teacher-coach in EOSSAA Championship events
- b) has demonstrated expertise, experience and leadership in EOSSAA Championship events
- c) has qualities exemplifying the values of fair play and good sportsmanship
- d) has shown leadership by convening EOSSAA events
- e) has been involved in EOSSAA in an administrative capacity as a member of the Board, Executive, or Committee

NOMINEE \_\_\_\_\_ LOCAL ASSOC. \_\_\_\_\_

Dates of Service \_\_\_\_\_ Date of Retirement \_\_\_\_\_

Communication Officer

(Signature)

### A. CONTRIBUTIONS AS A TEACHER-COACH

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### B. LEADERSHIP AND INVOLVEMENT IN EOSSAA

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### C. PERSONAL ATTRIBUTES

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### D. EOSSAA CHAMPIONSHIPS CONVENED

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### E. EOSSAA ADMINISTRATIVE INVOLVEMENT

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**EOSSAA RETIREMENT AWARD SELECTION PROCESS**

1.
  - a) The nomination forms shall be given to Local Association Presidents by the EOSSAA Secretary at the Fall Board of Directors meeting.
  - b) If a Local Association has nominees, the completed nominations forms must be received by the
  - c) The nominee must be retiring.
2.
  - a) The Board of Directors shall review the nominees at the Spring meeting.
  - b) After EOSSAA having considered the merit of the nominees, the Board shall select recipients at
  - c) The recipients shall be presented with their award at the annual meeting of the EOSSAA

APPENDIX XV

## **EOSSAA SECRETARY'S DUTIES**

1. Attend Board of Director's Meetings (Fall, Winter, Spring).
2. Take minutes for the Board of Director's Meetings.
3. Prepare and circulate agendas for all Board Meetings and Legislative Council.
4. Creation and circulation of minutes from all Board meetings.
5. Order plaques for EOSSAA Retirees and Pete Beach winners.

## **EOSSAA TREASURER'S DUTIES**

1. Establish a bank account for EOSSAA.
2. Collect Local Association fees from 6 Local Associations by third week of November.
3. Pay bills as presented by EOSSAA Executive members
4. Pay travel for EOSSAA Executive and EOSSAA SAC members to extraordinary meetings.
5. Pay travel for EOSSAA Executive members to EOSSAA meetings at Fall and Spring meetings, also lunch and hall rentals.
6. Collect profits from EOSSAA Championships.
7. Present a Treasurer's report at fall and spring meetings.
8. Prepare and present a Treasurer's report for the Annual General Meeting.

APPENDIX XVII

**EOSSAA STATEMENT OF EXPENSES**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

(Street)

(City/Town)

(Postal Code)

Meeting:	Date:
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ITEM	PARTICULARS	TOTALS
Travel: (\$.30) per km.		\$
Meals: (\$6 Bkft., \$6 Lun., \$15 Din.		\$
Accommodation:		\$
Other: (Specify)		\$

TOTAL REQUEST: \$

SIGNATURE: \_\_\_\_\_

**RECEIPTS MUST BE ATTACHED**

Forward Completed Form To:

Joe Marriner  
 EOSSAA Treasurer  
 School: 613-267-3051  
 Fax: 613-267-4539  
 Home: 613-267-5888  
 Email: [calvin.marriner@ucdsb.on.ca](mailto:calvin.marriner@ucdsb.on.ca)

**Perth D. C. I.**  
 13 Victoria Street  
 Perth, Ontario K7H 3C7

APPENDIX XIII

**EOSSAA RELEASE OF LIABILITY FORM**

**THIS IS A RELEASE OF LIABILITY  
READ BEFORE SIGNING**

In consideration of being allowed to participate in any way in the Eastern Ontario Secondary School Athletic Association's (EOSSAA) athletic/sports program, related events and activities, I and my child (the undersigned), acknowledge, appreciate, and agree that:

1. The risk of injury from activities involved in this program is significant, including the potential for permanent paralysis and death, and while particular rules, equipment, and personal discipline may reduce this risk, the risk of serious injury does exist; and,
2. I KNOWINGLY AND FREELY ASSUME ALL SUCH RISKS, both known and unknown, and assume full responsibility for my/my child's participation; and
3. I willingly agree to comply with the stated and customary terms and conditions for participation. If, however, I observe any unusual significant hazard during my presence or participation, I will remove myself/my child from participation and bring such to the attention of the nearest official immediately; and,
4. I HEREBY RELEASE AND HOLD HARMLESS THE EASTERN ONTARIO SECONDARY SCHOOL ATHLETIC ASSOCIATION (EOSSAA), their officers, convenors, officials, agents and/or employees, sponsoring agencies, sponsors and advertisers (Releasees"), WITH RESPECT TO ANY AND ALL INJURY, DISABILITY, DEATH, or loss or damage to person or property.

**I AGREE AND UNDERSTAND THAT I HAVE JUST ENTERED INTO A RELEASE AND HOLD HARMLESS AGREEMENT AND FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I MAY HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT INDUCEMENT.**

\_\_\_\_\_  
Participant's Name (Print)

\_\_\_\_\_  
Participant's Signature

\_\_\_\_\_  
Parent/Guardian's Signature

\_\_\_\_\_  
Date Signed

APPENDIX XIX

## **EOSSAA CHAMPIONSHIP COORDINATOR'S DUTIES**

1. Prepare Calendar of EOSSAA Events
2. Provide Summary of EOSSAA Champions
3. Summary of OFSAA Championship Convenors
4. Creation and circulation of EOSSAA convenor packages.
5. Provide assistance and answer questions for EOSSAA Convenors.
6. Attend Board of Director's Meetings (Fall, Winter, Spring).
7. Collect convenor's reports and unused medals as championships occur.
8. Serve as Transfer Appeal Board Members
9. Communication with S.A.C. Chairpersons.

APPENDIX XX

## **EOSSAA WEBSITE COORDINATOR'S DUTIES**

1. Find a reliable company to provide website hosting services and register the domain name [www.eossaa.ca](http://www.eossaa.ca).
2. Post up-to-date information about all EOSSAA championships on the website.
3. Keep timely backups of all the information stored on the website.
4. Work with the executive, local association reps and ADs to ensure EOSSAA contact information is accurate and up-to-date.
5. Monitor the security of the website.
6. Report to the executive regularly about issues regarding the website.