

# **Heavenly Competition Training Center**

## **Athlete and Parent Handbook**



Revised November 2018

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# **Heavenly Competition Training Center – Athlete & Parent Handbook**

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## **Our Vision, Mission, Values & Goals**

### **Our Vision**

To be recognized as a leader in developing excellent alpine skiing, Freeski and snowboarding athletes.  
To be a program that enhances the development and growth of the sport and encourages life-long participation.

### **Our Mission**

To lead, encourage and support Heavenly Team athletes in achieving excellence in sport and life through skill acquisition and life lessons.

### **Our Values**

**Integrity** – Action based on values rather than personal gain

**Passion** – Motivation for doing what we love

**Fun** – A fresh, positive, creative culture

**Team** – Individual humility and collective pride

**Community** – Exceptional stewardship and lifetime inclusiveness

**Excellence** – Personal and collective wins every day

**Grit** – Courage, tenacity, and perseverance on the path to excellence.

### **Our Goals**

Achieve athletic excellence and academic success

Grow the visibility of our sport

Engage, lead and grow our community

Cultivate organizational excellence

Achieve financially responsible growth

### **I am a Youth Athlete – John Kessel**

*I am a youth athlete.*

*I am brave and strong and talented. But I'm still just a kid.*

*I am not perfect. I am a work in progress.*

*I need you to be patient while I test the limits of my body  
and work through the emotions that come with success and failure.*

*When I make a mistake, I wonder if you'll be disappointed.*

*When I reach my goals, I look to see if you are watching.*

*I am a youth athlete.*

*I love my sport. You call it competition.*

*I call it playing the game. I want to win and have fun.*

*I am a youth athlete.*

*I am YOUR youth athlete.*

*Winning feels great, but your praise feels infinitely better.*

*Please remember these things, and I promise to do my best to make you proud.*

## **Communication Plan**

Communication between HCTC, athletes, and parents is of critical importance. HCTC will make every effort to provide optimal communications, but please keep in mind there will always be communications challenges. There are several ways of disseminating information: General information on programming, policies, and procedures can be found on the Heavenly Mtn Resort website, and the Heavenly Competition Teams App to disseminate training schedules. HCTC also uses text messaging and e-mail via the TeamApp to inform parents and athletes of changes in schedules.

Heavenly Competition Teams uses TeamApp as the main communication platform for the program. This is a tool that is used to consolidate all communications to one location. On the TeamApp, you can find training schedules, competition schedules, events, and camps. You will also find handbooks and other useful information pertaining to the program that your child is participating in.

There are two ways to access the platform.

1. Go to the App. store on your phone and download the TeamApp.

Once you have the TeamApp on your phone, you can search Heavenly to locate our team app.

2. Access the TeamApp.com on your desktop.

Once you have the TeamApp on your phone, you can search Heavenly to locate our team app.

### **Critical Incident Communications Plan:**

In the event there is a "critical incident" (as defined below), the following communication procedures will be followed:

- 1) A critical incident is defined as:
  - a) A serious vehicle accident involving HCTC coaches and/or athletes.
  - b) An injury to a HCTC athlete or staff member involving serious bodily injury or death.
  - c) An act (alleged or confirmed) of abuse by HCTC personnel against a HCTC athlete or staff member.
  - d) A natural or unnatural disaster (i.e., avalanche, fire, earthquake, lighting, terrorist attack, other serious events) that occurs during a BSF event that may involve or have an impact on HCTC athletes, volunteers, staff.
- 2) All Internal primary contacts (Competition Services Manager, the Sr. Director of Skier Services and Coaches) will be contacted by email/phone and informed of the Critical Incident.
- 3) Internal primary contacts will assess the critical incident and determine content and extent of communication plan.
- 4) Based on the assessment, communication plan will be distributed by the Competition Services Manager, the Sr. Director of Skier Services and Coaches to some or all of the following contacts: current parents of HCTC athletes, staff coaches, and the general public.
- 5) There will be one spokesperson designated by the Sr. Director of Skier Services for all external media communications, and all other personnel needs to defer to that person.

Other non-critical, but important, communications will be handled as follows:

- 1) If there is a breach of the Code of Conduct by an athlete resulting in disciplinary action, the Competition Services Manager and Coaches of the athlete involved will send a confidential email or communication to the Sr. Director of Skier Services explaining the incident.
- 2) If there is a major infraction of the Code of Conduct resulting in disciplinary action, the Sr. Director of Skier Services will inform the Heavenly Vice President & COO.

## **Orientation Meeting**

Each fall, HCTC programs will host a Parent & Athlete Information Meeting. This is a good time to learn about specific program details, program goals and objectives, an overview of policies and procedures, and for parents and athletes to ask questions. This meeting is mandatory for all team members and at least one parent.

## **Scholarship Opportunities**

Please refer to the Heavenly Ski & Snowboard Foundation web page at <http://heavenlyfoundationtahoe.com> for current application deadlines and instructions.

Scholarships are also available for Far West US SKI & SNOWBOARD athletes. Refer to their Scholarship web page at [http://www.fwskiing.us/About\\_Us/Scholarship\\_Opportunities.htm](http://www.fwskiing.us/About_Us/Scholarship_Opportunities.htm)

## **Team Benefits**

Competition Team members are provided the opportunity to purchase a Team Pass product that is similar to the Tahoe Local Pass, yet has no blackout dates. This pass is beneficial when training or competition days fall on a blackout day. The price is typically a slight increase from the pricing of the Tahoe Value Pass. The price varies from season to season. We recommend purchasing the pass early.

Team athletes are also provided a 50% discount on Heavenly training camps.

## **Safe Sport Guidelines**

Consistent with the governing bodies of our sport-US SKI & SNOWBOARD, USASA, and U.S. Olympic Committee (USOC), providing a safe environment to protect the health and well-being of our athletes is a high priority for HCTC and at the center of all our programs. SafeSport is a valuable partnership between the US SKI & SNOWBOARD, USASA, and the USOC with a variety of SafeSport Guidance Resources.

HCTC follows all relevant guidelines and protocols of the US SKI & SNOWBOARD, USASA, Safe Sport program, found at [ussa.org/safesport](http://ussa.org/safesport), including, specifically:

- 1) SafeSport Guideline found at <http://ussa.org/ussa/ussa-safesport-guidelines>
- 2) Policy on Abuse, Molestation, and Sexual Harassment found at <http://my.ussa.org/ussa/policy-abuse-molestation-and-sexual-harassment>
- 3) Athlete Supervision, Housing and Travel Best Practice Guidelines for U-18 athletes found at <http://ussa.org/sites/default/files/documents/communications/2014-15/images/Athlete%20Lodging%20and%20Travel%20Best%20Practices.pdf>. \* On occasion due to limited numbers HCTC may make a slight adaptation to travel guidelines. Our goal is to communicate with parents when making adaptations.

## **Academics and HCTC Athletes**

Developing well-rounded, successful student-athletes is a core value at HCTC. Each athlete's academic success is as important as his/her athletic success. To this end, HCTC has built strong relationships with the local schools to help participants excel in both HCTC and school. Year after year HCTC skiers are recognized as some of the most disciplined, accomplished students in their schools. Through a proactive arrangement with local high school administrators, counselors, teachers, and parents, participants in the Alpine and Freestyle Programs pursue a rigorous academic curriculum that allows participants to meet their academic goals, while at the same time allowing for the flexibility to train in the afternoons and to travel to competitions.

Together with parents, teachers, and athletes, we work to ensure that all of our athletes are in good standing in their schools in order to participate in HCTC. Additionally, we strongly and continually encourage athletes to discuss any current academic issues with coaches as needed to ensure appropriate attention to academics.

Each year the Heavenly Ski & Snowboard Foundation awards scholarships to male and female student-athletes who have demonstrated excellence in academics, athletics, and sportsmanship.

The US SKI & SNOWBOARD Far West Division also gives out the Bobbie Sprock Memorial Scholarship to acknowledge athletes who will be U19+ or older, who excel in ski racing, have strong character, demonstrate academic excellence, and have a financial need.

## **Emergency Action Plans**

HCTC follows best practices with regard to the safety of its participants at all training, camps, and competition events. Each discipline has an Emergency Action Plan (EAP) designed to ensure the safety of all HCTC participants. To view individual EAPs, [click here](#).

## **Supplements Policy**

HCTC does not endorse or encourage the use of supplements by HCTC athletes. HCTC encourages proper diet, periodization, rest, relaxation and health education. As such, HCTC believes athletes do not need supplemental enhancements of any kind. Any use thereof is a decision between an athlete and his/her parents.

<http://ussa.org/alpine-programs/clubs/resource-center/child-protection>

## **Parent Responsibilities & Behavior**

Parents are expected to do the following:

- a. Read this entire handbook with your athlete.
- b. Abide by the policies and procedures of HCTC.
- c. Attend an orientation meeting in the fall. It is mandatory that at least one parent attend the meeting.
- d. Be supportive of your athlete and his/her coaches, teammates, and other competitors and not accompany your athlete in training or in the race venue, unless invited by a coach.
- e. HCTC believes the parents' role should be supportive in nature. HCTC programs and development standards are in line with US SKI & SNOWBOARD, USASA, and FIS standards. Parents are expected to be knowledgeable about those standards and the long-term athletic development of their son/daughter. Parents are expected to respect these programming guidelines.
- f. Naturally, you will be curious about your child's progress and we encourage you to talk to your child's coach. Many times, however, direct interventions (i.e. a parent tagging along for runs or skiing, or inspecting a racecourse with their child) create difficult situations, especially at competitions. Please feel free to talk to the coach before and after practice, should you have any concerns in this regard.
- g. Communicate effectively and respectfully with your child's coach or Competition Services Manager; set up an appointment with your child's coach(es) if you have questions, concerns, or something to discuss. While we highly encourage you to get to know the staff and your child's coaches, it is best to make time for a conversation and not approach a coach during a training or competition event. We also encourage your use of e-mail for communication.
- h. During races/competitions:
  - *Recognize that the team is on a tight schedule and has many responsibilities before and after the actual racing. The time available for you to spend with your child may be very limited.*
  - *Do not interfere with the coaches or athletes during course inspection or at the start.*
  - *Be respectful of the start and wax prep arena and the coaches' space in this arena as they work to prepare skis and athletes for competitions. Please stay out of this arena.*
  - *Do not try to coach your child before, during, or immediately after the competition. Allow the coaching staff to do their job.*
  - *Respect the coach's decisions. They are professionals and are trained to maximize your athlete's experience on each trip. If you have questions, discuss the situation with the coach at a later time.*
  - *Be positive.*
- i. 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.
- j. Support your child's goals and encourage and acknowledge success and achievement at the level of your child's potential.
- k. Commit to the success of the HCTC race event volunteer programs. It is only with your support that this team program can survive and flourish, thus providing your child with a platform for success.

Useful parent resources can be found at the US SKI & SNOWBOARD website ([www.ussa.org](http://www.ussa.org)) under "Resources for Parents."



## **Athlete & Parent Policies**

### **Non-Discrimination Policy**

Heavenly Mtn Resort, the Heavenly Competition Training Center, volunteers, program participants and employees shall not discriminate against any director, officer, agent, employee, or member or any other individual on the basis of color, religion, race, nationality, ethnic origin, age, sexual orientation, gender, class or disability.

Upon notification of violation of this policy, Heavenly Competition Training Center will take action immediately, and disciplinary action will be taken, up to and including termination of employment, dismissal from the volunteer roster, or termination of membership.

Heavenly Competition Training Center also works closely with the Heavenly Ski & Snowboard Foundation, to make Heavenly Competition Training Center as affordable and accessible as possible to all customers and individuals who wish to participate in Heavenly Competition Training Center programs, activities, and events.

## **Code of Conduct**

Each member of HCTC, including athletes and parents, will conduct himself/herself in a manner that exemplifies the standards of good personal behavior and sportsmanship and does not bring discredit upon HCTC.

While participating in HCTC activities, including training and traveling with HCTC, athletes and parents are expected to show respect for coaches, HCTC staff, teammates, race officials, volunteers, parents, chaperones, the general public, and all athletes and competitors. Verbal or physical abuse of anyone involved with HCTC-- staff, coaches, parents, teammates-- will not be tolerated.

While participating in HCTC training and athletic events, athletes and their parents are expected to respect coaches' decisions, and athletes are expected to participate fully in the training and racing plan designed by the coaching staff. This included dryland and on-snow training, competition, rest and recovery.

While participating in HCTC activities, including training and traveling with HCTC, athletes and parents are expected to show respect for HCTC property and all property involved with training and competition. Sharing of equipment, tools, etc., with teammates is not discouraged, but please ask permission first. If a teammate does not wish to share his/her personal property, please respect that decision.

HCTC is opposed to the use of prohibited and restricted substances and contact with individuals who are participating in the use of such substances. Substance use negatively impacts athletic and academic performance (and research indicates that early onset of alcohol use increases the occurrence of addiction in adulthood by four times). Alcohol and drug use interferes in learning processes, brain development, and increases the chance of physical injury while participating in athletic competition. As a result of these risks, and in addition to state laws and the mandates of US SKI & SNOWBOARD, USASA, FIS, WADA, and USADA re prohibited substances, HCTC prohibits the use of all illegal and restricted substances. See <https://ussa.org/alpine-programs/athletes/high-performance/sports-medicine/anti-doping>

Parents and athletes shall obey the regulations of the Heavenly Mtn Resort, and the rules of all other venues used during training and competition. Those athletes competing in US SKI & SNOWBOARD, USASA, sanctioned events will obey the US SKI & SNOWBOARD, USASA, Sportsmanship Guidelines as outlined in the most current Skiing Competition Guide, as well as the US SKI & SNOWBOARD Far West Division Code of Conduct.

## **Code of Conduct, Disciplinary Guidelines & Grievance Procedures**

All athletes and parents must agree to accept and abide by the rules of the Heavenly Competition Training Center.

Athletes and parents participating in the Heavenly Competition Training Center (HCTC) programs are exercising a privilege afforded them by HCTC. These athletes must exhibit maturity to be successful, and parents must exhibit the support and understanding of HCTC principles to allow their athletes to succeed. Thus, the following codes, rules, guidelines, and procedures shall apply in all activities within the HCTC programs.

## **Disciplinary Rules within the Code of Conduct**

1. Any violation of the Code of Conduct is cause for disciplinary action, including suspension and/or dismissal from HCTC or other disciplinary procedures.
2. Substance use and/or possession thereof, including alcohol, tobacco, illegal drugs, and banned substances governed by US SKI & SNOWBOARD, USASA, FIS, USADA, and WADA is cause for immediate suspension and/or dismissal from the program or other disciplinary procedures. If an athlete is suspended or expelled from school for a drug or alcohol-related incident, possession, or use, the athlete and his/her parents must immediately inform the Heavenly Competition Services Manager or Head Coach and the athlete may be subject to immediate dismissal or suspension from the program.
3. Persistent irresponsibility and disrespectful behavior is cause for suspension and/or dismissal from HCTC or other disciplinary procedures.
4. Unwelcome tampering with or destruction of HCTC property or others' personal property is cause for suspension and/or dismissal from HCTC or other disciplinary procedures.
5. Violation of state, federal, or international laws is cause for dismissal from HCTC. Any violation of law resulting in an arrest or conviction by civil authorities, even if not related to team activities, may result in disciplinary procedures.
7. Failure to comply with any and all event, team, or specific activity rules (curfew, attendance, schedules, etc.) may be cause for disciplinary action. Typically, discipline will be initiated with a verbal warning, followed by possible suspension from HCTC activities. Persistent failure will be cause for suspension and/or dismissal from the program for the remainder of the current season and could affect an athlete's future participation.
8. Please note: If suspension or dismissal from the program or an event occurs while traveling, the athlete may be sent home immediately at the parents' cost at whatever means is most convenient. No reimbursement of program or event fees will be made.

Adherence to these rules and guidelines as specified herein by HCTC and observance of state and federal laws are required for participation in this program.

## **Disciplinary Guidelines & Procedures**

Disciplinary issues, including any violation of this Code of Conduct, shall be addressed primarily by the Competition Services Manager and the Sr. Director of Skier Services, who shall recommend a course of action. When an issue or violation occurs in the absence of the Competition Services Manager or the Sr. Director of Skier Services, a coach may take immediate and necessary action, which will later be reviewed by the Competition Services Manager and the Sr. Director of Skier Services.

Competition Services Manager and the Sr. Director of Skier Services may initiate disciplinary proceedings based upon information obtained from reliable sources providing there is supportive substantial information to warrant this action.

HCTC differentiates between code violations and behaviors observed by coaches or staff and those that are reported by a third party. Unacceptable behavior observed by HCTC coaches or staff will be dealt with by HCTC staff, coaches and /or the Sr. Director of Skier Services. The behavior observed by a third party requires that an incident report be completed and referred to the Competition Services Manager or the Sr. Director of Skier Services for action.

In the event that a violation occurs and the offending athlete brings it to the attention of the staff of their own free will, considerations may be applied to the consequences as a show of good faith for self-reporting.

HCTC will make every effort to be fair and provide due process for individuals subject to HCTC Disciplinary Guidelines. If an individual is believed to have violated the Code of Conduct or a Disciplinary Rule, he/she will be given an opportunity to be heard relative to the violation(s).

## **Grievance Procedure**

If a skier or parent has an issue/grievance/complaint regarding any aspect of the HCTC program, the procedure for addressing the issue will be:

1. Approach the skier's age group coach about the situation.
2. If a resolution is not achieved, the issue may be brought to the attention of the Head Coach in charge of the age group involved.
3. If a resolution is not achieved, the issue may be brought to the attention of the Competition Services Manager.
4. If a resolution is not achieved, the issue may be referred to the Sr. Director of Skier Services.
5. If a resolution is not achieved, the issue may be brought before the Heavenly Mtn Resort Senior Team.
6. If the particular issue involves one of the individuals or entities listed in this protocol, you must first go to that individual and if a resolution is not achieved, then you may proceed to take the issue/grievance to the next appropriate level.
7. If an athlete or parent has a grievance or complaint, please make an appointment to talk with the appropriate individual. Grievances and complaints will not be addressed during training, camp, or competition days. Competition Services Manager, the Sr. Director of Skier Services and coaches cannot give adequate attention to your grievance without notice.
8. No issue shall be universally broadcast to the attention of any e-mail list serve or to the general club membership.
9. HCTC will make every effort to address, and take seriously parent/athlete concerns and grievances. From time to time grievances simply cannot be resolved to the satisfaction of the parent/athlete. If this is the case, the BSF Board apologizes and encourages the parent/athlete to seek alternative programs.

## **Program & Camp Fee Policy**

1. Program and camp fees vary depending on the program/camp option. See program and camp options on the Heavenly Development Program website for detailed pricing.
2. All programs, camp, and event fees must be paid in full or on installment prior to each training stage, camp, event, or new registration period.
3. If a participant's payment of fees and other expenses are not received by payment deadlines, that participant may have program/competition privileges revoked until the account is made current.

## **Refund Policy**

### **Program Fees Refunds:**

- A. Upon registration and initial payment of program fees, refunds may be requested through the Heavenly Ski & Ride School(SRS) office as follows: For voluntary and involuntary (documented illness, injury or family relocation) withdrawal Heavenly SRS will retain 30% of the program participant's program fee for administrative fees plus an additional pro-rated monthly fee for the period the participant was registered for the program. Refunds of program fees for voluntary withdrawals require a written request and must be submitted before November 30, 2016. Pass refunds are subject to Pass Office policy.
- B. For involuntary withdrawal (documented medical illness or injury or family relocation) refunds beyond published deadlines may be available. Request for refunds in this category must be made to the Competition Services Manager or the Sr. Director of Skier Services in a timely manner.
- C. Youth Ski League Refunds: Refunds of Tahoe League, Far West, US SKI & SNOWBOARD, USASA, FIS or similar leagues are handled independently by those organizations. Please contact them directly.
- D. There are no refunds given due to insufficient snow coverage or late openings of Heavenly Mtn Resort trails.

### **Camp Fee Refunds:**

If an athlete cancels participation in a camp, refunds are typically not allowed, but any refund request must be approved by the Competition Services Manager or the Sr. Director of Skier Services. Camp related expenses paid by HCTC in advance of a camp that are non-refundable to HCTC will not be refunded. If a refund is approved, HCTC will retain a \$100 administrative fee.

### **Race, Competition, and Training Event Fees Refunds:**

If an athlete cancels participation in a race, competition, or training event refunds typically are not allowed, but any refund request must be approved by the Competition Services Manager or the Sr. Director of Skier Services. Race, competition, or training event-related expenses paid by HCTC in advance of the event that are non-refundable to HCTC will not be refunded. If a refund is approved, HCTC will retain a \$35 administrative fee.

If an HCTC-hosted race or competition is canceled due to weather or natural conditions, registration fees may be refunded and will be determined by the Competition Services Manager or the Sr. Director of Skier Services.

See also US SKI & SNOWBOARD, USASA, FW US SKI & SNOWBOARD Division refund policies.

## **Travel Fee Policy**

### **For Race, Competition, and Training Events**

1. Prior to a travel event\* athletes will be emailed an estimate of expenses for the event. Estimates are approximated expenses. It is not possible to calculate exact costs prior to an event. Cost estimates are based on fixed and variable costs and vary from discipline to discipline. These costs may include, but are not limited to, race/event entries, lift tickets/trail passes, lodging, transportation (road and air), gas, meals, banquet fees, coaches' expenses & wages, wax surcharge, and administrative surcharge. The trip estimate will itemize cost categories.
2. Athletes are required to pre-pay in advance of the event the flat fee estimate of expense for the event. After the event, costs are reconciled and an athlete is charged the balance of the actual costs of the trip. If there was an over-estimate, the athlete will be refunded the difference.
3. Refunds for cancellations are typically not allowed, but any refund situation must be approved by the Competition Services Manager or the Sr. Director of Skier Services.

## **Travel and Lodging Policy**

- Travel and lodging policies vary from discipline to discipline and event to event.
- Travel and lodging policies are subject to change throughout the season and will be updated.
- If an athlete violates the HCTC Code of Conduct and Disciplinary Rules while traveling with HCTC or at an away event, the athlete may be sent home immediately at the parents' cost at whatever means is most convenient. No reimbursement of program or event fees will be made.

For winter events (excluding some camps) racers and families are generally responsible for their own travel and lodging at away events. The Heavenly Race Administrator will publish a race schedule with recommended accommodations. However, it is the responsibility of each family to make their own hotel reservations. Although it is not required, athletes usually stay with family members in a hotel where the team and coaches are all staying. With the approval of HCTC Head Coach, athletes not staying with family members may stay in a room with same-gender teammates. Coaches are not responsible for the supervision, chaperoning, or travel arrangements for any HCTC athlete when traveling to away races. At times, a coach may provide a ride for an athlete. It is assumed that athletes will be responsible for themselves. Parents are responsible to provide supervision for their children.

If HCTC chooses to travel and lodge at away events as a team rather than having individual families and athletes travel and lodge separately, coaches will announce the trip as an HCTC trip. On these HCTC trips, all lodging arrangements are made in advance by HCTC. HCTC attempts to find affordable, adequate lodging. HCTC groups athletes together in rooms and attempts to provide a full or shared bed for every athlete. HCTC Travel Fee Policies apply.

## **Transportation Policy**

1. Heavenly Mtn Resort is the owner of vehicles used by HCTC on a schedule to be determined by the Competition Services Manager or the Sr. Director of Skier Services.  
Please see the Competition Services Manager or the Sr. Director of Skier Services for schedule.  
Otherwise, the coaching staff will announce departure, time, and place. HCTC will use larger commercial buses and professional drivers where financially practical and appropriate.
2. While HCTC is attempting to provide transportation to out-of-town events, primarily for athletes 14 and older, depending on availability and distances, athletes may be responsible for their own transportation, as well as the cost of getting some coaches to the events. When HCTC provides transportation for athletes to an event, that transportation may include a rental vehicle, the use of a parent or coach vehicle, a Heavenly Mtn Resort vehicle, a commercial bus, or another form of transportation. HCTC will communicate to athletes when transportation is provided and in what form.
3. Fees related to HCTC-provided transportation vary depending on the event/competition for which the transportation is arranged. In general, when a Heavenly Mtn Resort vehicle is used for out-of-town travel, HCTC athletes will be charged an equal share of the total mileage of the trip, which is charged at .65 cents/mile. When a rental vehicle or a commercial bus is used, the shared cost of the rental or bus is charged to the athletes traveling.
4. All Heavenly Mtn Resort vehicles used shall be returned to Heavenly offices in a clean condition, and athletes who use the vehicles shall be responsible for picking up after themselves and cleaning.
5. Any damage to a Heavenly Mtn Resort or HCTC rented vehicle caused by an HCTC athlete will be the responsibility of the offending athlete.
6. Seatbelt use is mandatory on all HCTC trips. HCTC takes athlete safety very seriously, and HCTC coaches will enforce a seatbelt policy. We urge parents to have discussions with their children and reinforce the necessity of wearing a seatbelt.
7. HCTC expects team members not traveling in the van/bus to use other safe means of transportation to training and competitions. Any verified reports of unsafe operation of vehicles carrying club members to HCTC activities may lead to disciplinary action against those involved.

## **Concussion Policy**

Pursuant to state laws and US SKI & SNOWBOARD, USASA, Concussion policies, any HCTC athlete suspected of having sustained a concussion/ traumatic brain injury must be removed immediately from participation in any HCTC sporting event (e.g. sanctioned training, practice, camps, competitions or tryouts), by any HCTC agent or coach overseeing such sporting event.

The athlete will be prohibited from further participation until evaluated and cleared in writing to resume participation in HCTC by a qualified health care provider trained in the evaluation and management of concussive head injuries. The health care professional must certify to HCTC in the clearance letter (the "Clearance Letter") that he/she has successfully completed a continuing education course in the evaluation and management of concussive head injuries within three years of the day on which the written statement is made.

Upon removal of an athlete from participation for a suspected concussion/traumatic brain injury, the HCTC agent or coach making the removal will also inform US SKI & SNOWBOARD, USASA Competition Services in accordance with the US SKI & SNOWBOARD, and USASA Concussion Policy for US SKI & SNOWBOARD, USASA members. In addition to providing a Clearance Letter to HCTC, athletes who have subsequently been medically cleared to resume participation must also provide the Clearance Letter to US SKI & SNOWBOARD, USASA Competition Services in order to be permitted to participate in US SKI & SNOWBOARD, USASA, sporting events.

## **Return from Injury Policy**

Any HCTC athlete suspected of having sustained an injury must be removed immediately from participation in any HCTC sporting event (e.g. sanctioned training, practice, camps, competitions or tryouts), by any HCTC agent or coach overseeing such sporting event.

Upon removal of an athlete from participation for a suspected injury, the HCTC agent or coach making the removal will also inform the athlete's parent or guardian.

If the athlete seeks medical attention through the professional medical provider, the athlete will be prohibited from further participation until evaluated and cleared in writing to resume participation in HCTC sporting events by a qualified health care provider.

If an athlete does not seek medical attention from a professional medical care provider, the athlete's parent and HCTC coach along with the Competition Services Manager or the Sr. Director of Skier Services will evaluate return to sport.

## **Volunteer Program**

HCTC encourages parents to volunteer at events. Registered volunteers receive complimentary lift access for Heavenly Mtn. Resort event plus an additional complimentary lift voucher for future use. During all-day events, volunteers may be provided with a light meal or snack.

Heavenly Mtn Resort and the Heavenly Ski & Snowboard Foundation provide a US SKI & SNOWBOARD General Membership to all registered event volunteers. This membership provides secondary insurance coverage during US SKI & SNOWBOARD sanctioned events to assist coverage of high deductibles and extends beyond the typical insurance coverage most individuals carry. To register as a Heavenly Ski & Snowboard Foundation event volunteer, use the link provided at <http://heavenlyfoundationtahoe.com>

There are a number of volunteer positions at each event. A typical US SKI & SNOWBOARD event requires 35 officials and volunteers. Parents/volunteers looking to gain more in-depth knowledge of events are encouraged to become certified at free, local US SKI & SNOWBOARD Alpine Official clinics.