

Must be/have:

- Completed a police check (valid within the last two years)
- Level 2 Certified or Competition 1 (Introduction) Trained in respective discipline
- Minimum 21 years of age

Prior to Departure/Training Camp (if applicable):

- Verify coach/athlete status with Program Manager
- create a positive “team” environment
- convene “team” meeting at start of camp
- create a “team” warm-up
- ensure rotation as a “team” from event to event
- convene a positive “team” meeting to conclude camp
- observe athletes’ routines on all events
- consult with personal coaches re: specific athlete needs
- determine order of passage
- designate named Team members for each event or all-around, as applicable

On-Site:

General:

- ensure that all team members are familiar with and comprehend the Gymnastics Ontario Rules of Conduct and Code of Ethics
- ensure that all coaches and athletes are aware of the list of banned substances and that a current list of banned substances is available for quick reference (Canadians).
- attend all on-site meetings during the event and convey all pertinent information to all members of the delegation
- ensure that all members of the group are well-informed
- ensure that the dress code is observed during all scheduled activities (i.e. during travel, March-In, training sessions, competition, cheering on other team, Opening Ceremonies, Awards Ceremony, Banquet etc.)
- Conflict between ‘team’ responsibilities and ‘club’ responsibilities will not be accepted. The ‘team’ responsibility will be the priority during all training and competitive sessions for training, warm-up and competition).
- Team coach must constantly display equal attention and concern for each team members
- obtain copies of official results to submit to the G.O. office (if not available online).

Training and Competition:

- actively participate in all scheduled team meetings, training sessions and competitions; be familiar with each athletes’ competitive needs.
- if applicable, ensure that all athletes have received their accreditation, athlete gift, competition number and that the numbers are attached in the appropriate manner.
- ensure that the coaches and athletes are aware of the order of competition, both apparatus rotational order and athlete competitive order (in some cases, the coach may be responsible for submitting the competitive order within the team; in other cases, this may be done by a draw)
- check march-in, march-out and awards procedures
- if applicable, be sure that athletes’ music has been handed in to the correct person (all music should be correctly labeled with the athlete’s name, competitive number, etc.) and back up is

- available (WAG only)
- comprehensive knowledge of technical rules in effect for competition, routine requirements etc.
 - find out score inquires and protest procedures before the start of the competition
 - manage/monitor tagging in or out of personal coaches (follow the 2 coach per province rule) during competition
 - if a team member becomes injured or ill while in your care seek medical attention and contact the athlete's personal coach if in attendance, and have the coach present, if possible, during treatment (the athlete's parents/guardians/emergency contact and/or personal physician should be contacted first)
 - an accident/illness report must be filled out for each and every occurrence.

Post Event:

- Submit a completed Event/Competition Trip Report (Forms Section) within fifteen (15) working days of returning from the event.
- Submit any mileage or meal expenses to Women's Program Manager for reimbursement as per the event bulletin.

AGREEMENT

I have read and understand my role and responsibilities as a Team Coach and agree to fulfill my role and responsibilities as outlined in the above document and Section F of the Technical Rules and Regulations.

If I do not fulfill my role and responsibilities as outlined, I understand and support the fact that this could prevent me from being named as an Ontario Team Coach for any traveling team for 13 months following the event and I am required to reimburse Gymnastics Ontario for all of the expenses incurred as Team Coach.

Name (print): _____

Event: _____

Date: _____

Signature: _____