

ARCTIC SPORTS NT

ARCTIC WINTER GAMES HANDBOOK



Greetings,

The Aboriginal Sports Circle of NWT (ASCNWT) are pleased to provide the Arctic Winter Games Policy Handbook as a guide for players, parents, coaches, volunteers and officials to follow.

The purpose of this document is to set out the process that will be used by ASCNWT to select athletes and coaches to represent team Northwest Territories at the Arctic Winter Games.

Dates and details for territorial trials will be posted on the Sport North website and advertised in print media within the NWT. The Aboriginal Sports Circle will post Team NWT information to their ASCNWT website and social media to help ensure we are reaching out to organizations, parents, athletes and coaches across the NWT.

If you have any questions or concerns, regarding the Arctic Winter Games Policy Handbook please contact the Aboriginal Sports Circle of NWT.

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1. Eligibility Criteria

To be eligible for selection, the athlete and coach must:

- Be in good standing with the Aboriginal Sports Circle NWT
- Sign Sport North Code of Conduct
- Be a resident of the Northwest Territories for at least six months prior to the Arctic Winter Games
- Have a Valid Canadian Passport if applicable.
- Submit a Criminal Records Check if over the age of 18

The Arctic Winter Games Arctic Sports Technical Package specifies that the junior and open divisions are as follows:

- Junior female (five athletes born in 2003 or later)
- Junior male (five athletes born in 2003 or later)
- Open female (four athletes)
- Open male (four athletes)

Two coaches will be selected by the ASCNWT for the Arctic Winter Games. If a coach from one gender is not available, then a chaperone of that gender must be substituted.

- **One male coach** for open and junior category
- **One female coach** for open and junior category

2. Applying to Coach

Individuals interested in coaching Arctic Sports at the Territorial Trials and Arctic Winter Games must submit a resume with their application to the ASCNWT to be eligible. The call for coaches will be advertised online: www.ascnwt.ca in September 2019.

One coach for male open and junior and one coach for open and junior female categories will be selected one month prior to the Territorial Trials selection camp. Coaches **MUST** attend the Territorial Trials to be eligible. For more information please contact:

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ASCNWT reserves the right to approach individuals outside of the pool if they do not have an experienced applicant to fill the role of coach by the deadline.

Applicants must declare all potential conflicts of interest at the time of application (e.g. relatives trying out for team). ASCNWT will seek to avoid conflict of interest when appointing coaches.

2.2 Selection Criteria for Coaches

Selecting an experienced coach is the first step to ensure Team NWT's athletes are developing valuable Arctic Sports skills and a better understanding of the Arctic Sports technical package.

Selection of coaches for open and junior male and open and junior female is based on, but not limited to, the following criteria:

- Coaching experience at the Regional, Territorial and AWG'S
- Competition experience at the Regional, Territorial and AWG, Youth Ambassador Program, World Eskimo Indian Olympics.
- Knowledge of the Arctic Sports and Northern Games
- Knowledge of Arctic Winter Games Technical Package
- Good understanding of score keeping and seeding for double elimination brackets
- Submitting a coach's application with references
- Coaches will need a current criminal record check with vulnerable sector check (Contact your local RCMP for details) – **Must be submitted with application**
- Commitment to implement the AWG program and abide by policies and procedures set forth by ASCNWT
- Eligible coaches Must be over the age of 18
- Valid passport or intention to acquire one (if applicable)

ASCNWT Arctic Sports Technical Committee will review criteria for each application and select the most appropriate coaches for its AWG teams.

Successful applicants must sign a contract reflecting their commitment, responsibilities and duties leading up to and during the AWGs.

2.3 Duties of the coach

COACHES MUST:

- Act as a responsible role model and chaperone at the Territorial Trials and the AWG's
- Oversee all training and preparation for AWG athletes
- Ensure communication with athletes, parents and ASCNWT is prompt and effective throughout the AWG process
- Be prepared to work as a team with their coaching colleagues and ASCNWT in the lead up to and during the AWG.
- Attend all meetings where required.
- Communicate with ASCNWT if there are any problems leading up to and during the AWG (e.g. removal of athletes, alternates, etc.)
- Work with ASCNWT to assist in ordering training/competition uniforms for the athletes
- Must ensure the athletes travel and billets are in order while traveling to and from AWG
- Monitor the athletes progress for training and maintaining fitness prior to AWG
- Proudly represent your community and territory by encouraging good sportsmanship and team spirit

3. Territorial Tryouts

Athletes must register and pay the fee of \$100.00 to Sport North no later than the Territorial Tryout registration deadline, which will be advertised on the Sport North Website.

Athletes are allowed to register in two Territorial Trials for two different sports as long as the dates for the two territorial tryouts do not conflict. If an athlete wishes to register for a second sport they are required to pay an additional \$100.00 registration fee again for that second sport to Sport North. Athletes that have made the AWG Team at the first Territorial tryout need to notify the ASCNWT and decide which sport they will choose.

All successful athletes selected to travel to the AWG must pay the fee to Sport North on or before the date specified. This fee (an amount set by Sport North) helps cover the costs Sport North incurs for facility and travel costs. Further information will appear on the Aboriginal Sport Circle website ahead of tryouts – see also Appendix 1.

Sport North covers the cost of travel to Territorial Tryouts from regional centers.

3.2 Team Selection Process

Athletes must participate at the Territorial Trials to be considered for Team NT. The Territorial Trials shall take the format of a competition conducted in the same manner as the competition at the Arctic Winter Games.

The following events make up the Arctic Sports:

Open Male

One Foot High Kick
 Two Foot High Kick
 Alaskan High Kick
 Kneel Jump
 Airplane
 One Hand Reach
 Head Pull
 Knuckle Hop
 Sledge Jump
 Triple Jump
 All Around

Open Female, Junior Female & Male

One Foot High Kick
 Two Foot High Kick
 Alaskan High Kick
 Kneel Jump
 Arm Pull
 Sledge Jump
 Triple Jump
 All Around

The Arctic Winter Games Arctic Sports is made up of the following:

- Junior female (5 athletes born in 2003 or later)
- Junior male (5 athletes born in 2003 or later)
- Open female (4 athletes)
- Open male (4 athletes)

The “all around” category is a combination of points from all of the Arctic Sport events the athlete has entered. All events are worth points; whom ever has the most points at the end of the Territorial Tryouts will determine who has made Team NT.

Open male athletes must enter a minimum of seven events to be considered for the “all round” category.

Open female, junior female and male athletes must enter a minimum of four events for the “all round”.

3.3 Alternates

The Athlete Selection committee shall designate alternate athletes in each category based on the points system accumulated for each event. Alternates may be selected if one or more of the original selected athletes are dismissed prior to the Arctic Winter Games.

Alternates may be contacted in the event that athletes become injured or unavailable to attend games. If alternates have not kept up their physical fitness or become unavailable or uninterested, the assigned coach may approach other players who were in attendance at Territorial Tryouts.

Alternates will be sized for uniforms at the Territorials but will not receive a uniform from Sport North, unless they are called to replace another athlete at the Arctic Winter Games.

3.4 Out of Territory Athletes

Students attending school outside of the Northwest Territories but otherwise eligible to take part in the selection process are encouraged to attend the Territorial Tryouts.

The Aboriginal Sports Circle reserves the right to request proof of residency. Financial support is not available for out-of-territory athletes to travel to Territorial Tryouts.

All out of territory athletes and coaches must respectively get themselves to the main centres to meet Team NT charters to travel to AWG. (ie. Student living in Edmonton must pay for their own travel back to the NT to meet charter in Yellowknife)

3.5 Contracts

All selected athletes will be asked to sign:

- ASCNWT Code of Conduct.
- Sport North Code of Conduct.

4. ASCNWT Roles and Responsibilities

- Collecting athlete information for AWG, ensuring their confidentiality and providing information upon request
- Arrange an evaluation and recommendation debrief at the end of Territorial Tryouts
- Booking facility time, securing equipment and arranging school or community Centre accommodation for all athletes attending Territorial Tryouts
- Preparing a budget for costs associated with the AWG process
- Ordering the team training/competition uniforms to use at AWG

4.2 ASCNWT Arctic Sports Technical Committee Responsibilities

- Identifying coaches in accordance with the criteria in this document
- Maintaining communication with ASCNWT
- Reviewing appeals and resolving any issues that come from it
- Dealing with the removal of an athlete or coach

4.3 Coaches Responsibilities

- Refer to section 2.3

4.4 Athletes Responsibilities

- Abide by the terms of the ASCNWT and Sport North code of conduct.
- Attend territorial trials
- Maintain communication with coaches
- Submit paper work given by coach or ASCNWT in a timely manner and before any deadlines
- Demonstrate respect to all event organizers, athletes, coaches and volunteers

Athletes may be removed and replaced after selection under certain circumstances. See Section 6 for more information.

5. Dispute Resolution and Appeals

An athlete or coach who believes that they have grounds for an appeal must submit an appeal with all the facts and deposit of \$50.00 to the ASCNWT for review within 48 hours of the selected athletes being named for the Arctic Winter Games.

ASCNWT will contact all affected parties and appoint an appeals committee within three (3) business days. All affected parties contacted have a right to participate in the process and receive all available related information. All parties participating in the process must ensure proceedings remain confidential until the process is complete.

The athlete/coach must submit the following criteria:

- A. \$50.00 appeal fee (fee will be refunded if appeal is upheld in favor of athlete or coach)
- B. Complete contact information (name, mailing address, email, phone, fax)
- C. The grounds of appeal
- D. A summary of evidence to support the appeal
- E. The requested remedy

Appeals will not be accepted after the 48-hour period.

The Appeals Committee will decide the following:

- A. If the appeal satisfies procedural grounds
- B. If the appeal criteria submitted by the athlete or coach permits the Arctic Sports Technical Committee to uphold the appeal

The Appeals Committee will make one of the following decisions:

- A. Uphold the appeal
- B. Reject the appeal

The Appeals Committee must make its decision within three (3) business days of accepting the appeal. It may issue a verbal decision or a summary written decision, with a full written decision (with reason) to follow.

The decision of the Appeals Committee may be appealed under Sport North's Appeal Policy. If the decision of the Appeals Committee affects an athlete, athletes or coach outside of the original party that made the appeal, the affected party has the right to make an appeal of their own.

6. Removal and replacement procedure

An athlete may be dismissed if the athlete:

- a) Fails to remain a member in good standing with ASCNWT
- b) Fails to meet performance expectations
- c) Fails to abide by the Sport North and ASCNWT Code of Conduct
- d) Shows disrespect to event organizers, officials, athletes, coaches and volunteers
- e) Fails to train towards, or meet the physical standards of the coach
- f) Is unable to perform due to injury, illness or other medical reasons

When necessary and appropriate, an athlete may be replaced by an alternate athlete.

A written letter to the athlete from the ASCNWT will communicate the reasons for removal.

7. Exceptional Circumstance Policy

If an athlete who believes that they have grounds to apply for exceptional circumstance, they must submit a letter within 24 hours of the completion of the Territorial Tryouts to the ASCNWT stating the exceptional circumstance for which they could not attend the tryouts.

Athletes must provide sufficient evidence to support their request accompanied by a \$200 deposit, to be refunded should the appeal be upheld.

Upon receiving the letter and deposit within 24 hours, ASCNWT will appoint an Exceptional Circumstance Committee and they will review the request to determine if they will accept or deny the request. All parties participating in the process must ensure proceedings remain confidential until the process is complete.

The Exceptional Circumstance Committee will meet in person or by teleconference and will review all available evidence. They will either uphold the exceptional circumstance and supply appropriate corrective action or reject the exceptional circumstance. The Exceptional Circumstance Committee will provide a decision within five (5) business days of receiving the exceptional circumstance application from athlete.

Examples of Exceptional Circumstance Include:

- a) Travel cancelled due to weather
- b) Death in the family
- c) Too sick to compete (including doctors note)

Exceptional circumstance will not be considered:

- a) Unable to attend tryouts due to other commitments (ie. sports, work, etc.)
- b) Unable to attend tryouts to a previous injury
- c) Unexcused absences

Decisions of the Exceptional Circumstance Committee are final.

APPENDIX 1: Estimated Player Fees

Sport North Registration Fees

- Territorial registration fee **\$100**
- Athletes registering for a second sport will have to pay an additional fee of **\$100**
- AWG registration fee (payable to Sport North – travel, accommodation and meals at the Games) - **\$350**

Aboriginal Sport Circle of NWT Uniform Fee

- Training Uniform (payable to Aboriginal Sports Circle) **\$50**

APPENDIX 2: Frequently Asked Questions

Is financial assistance available to cover the costs of participation?

The Aboriginal Sports Circle does not offer any financial support to cover the costs outlined in Appendix 1. However, other territorial organizations may be able to help. Contact your local municipal authority, band or recreation association for more details.

Please see links below if you require financial assistance:

- Kids Sport – sportnorth.com/Kidsport
- Jumpstart – jumpstart.candiantire.ca
- Mackenzie Recreation Association – mranwt.ca/funding

We just moved to the Northwest Territories. Can my child take part?

All athletes and coaches registering for the territorial tryouts need to meet the projected six-month requirement to be selected. A proof of residency may be requested.