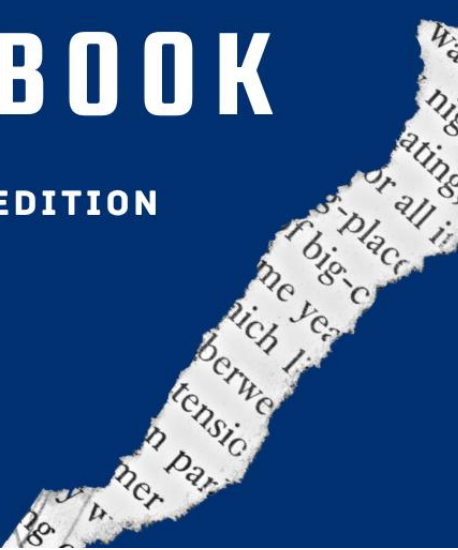


**NORTHLANDS
PARKWAY
COLLEGIATE**



ATHLETIC HANDBOOK

2023-24 EDITION



Athletic Department

Athletic Director -

Patrick Alexander
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Principal -

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Jeffrey Osinski
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School Information -

Northlands Parkway Collegiate
139 Northlands Parkway East
Winkler, MB
R6W 0E9
2043258200
npc.gvsd.ca

Philosophy

Northlands Parkway Collegiate recognizes that participation in extra-curricular sporting events can promote sportsmanship, good citizenship, team bonding, higher academic standing, and community responsibility. The experiences gained as a member of a team can assist in the development of a student-athletes social, emotional, and mental well-being. The ultimate goal of our program is to prepare our students to be better able to handle the challenges of life that they will meet when they leave our building.

Participation in any extra-curricular activity is voluntary and is a privilege. It is not an entitlement. The participants in our school programs represent the public face of our school. A higher than normal standard of behavior must be maintained to those student-athletes representing Northlands Parkway Collegiate throughout the province.

Specialization of activities is discouraged at Northlands Parkway Collegiate. We encourage multi-sport participation, as much as possible, to help develop the most well-rounded athletes possible. All students are eligible to participate on school teams provided they meet the general requirements set out by the programs.

Programs Offered to Our Students

Northlands Parkway Collegiate competes in a variety of Junior Varsity (grade 9-10) and Varsity (grades 11-12) level sports as part of both Zone 4 and Zone 2 Athletics in the province of Manitoba. Occasionally the school offers grade 9 teams if number warrant.

All student-athletes must meet Manitoba High School Athletic Association eligibility requirements (ie. age requirements; years of activity; etc). For more information on this please contact your Athletic Director.

Northlands Parkway Collegiate supports the following athletic activities:

Sport	Gr9Girls	JVGirls	VGirls	Gr9Boys	JVBoys	VBoys	COED JV	COED V
Golf			*			*		
Cross Country		*	*		*	*		
Soccer			*			*		
Volleyball	*	*	*	*	*	*		
Hockey						*		
Basketball	*	*	*	*	*	*		
Curling			*			*		*
Badminton		*	*		*	*	*	*
Baseball						*		
Fastpitch			*					
Track and Field		*	*		*	*		

Participation Fees

All extra-curricular activities at Northlands Parkway Collegiate are deemed pay-to-play. This means there will be a charge to each participant to cover some for the costs of each program. All fees are to be made payable to – GARDEN VALLEY SCHOOL DIVISION. All student-athletes must pay their fees in full or make arrangements for a payment schedule with the Athletic Director before they will be permitted to participate in any league games or tournaments. The collected fees help cover the cost of officials, tournament entry fees, coach expenses, transportation, and various other expenses.

Note: Once the season has begun (ie. game play in tournaments, league, or exhibition has started) **no Sports Fees** will be refunded to families should the athlete decided to quit the team.

Soccer - \$45

Cross Country - \$30

Golf (Fall) - \$10 plus green fees

Golf (Spring) - \$15 plus green fees

Grade 9 volleyball - \$85

Junior Varsity Volleyball - \$155

Varsity Volleyball - \$200

Hockey - \$475 + Hockey Manitoba Fee

Grade 9 Basketball - \$115

Junior Varsity Basketball - \$210

Varsity Basketball - \$250

Badminton - \$35

Curling - \$85

Baseball - \$105

Fastpitch - \$205

Track and Field - \$45

Uniforms and School Provided Equipment

All uniforms will be provided to the athletes on behalf of Northlands Parkway Collegiate (with the exception of the second uniform for hockey). Players are responsible for the care and maintenance of the uniforms while in their possession. Players will be responsible for the cost of replacement of any damaged uniforms or school owned equipment.

Transportation

Northlands Parkway Collegiate provides bus transportation to all regular season and tournament games. Student-athletes are expected to take the bus to all activities unless they are being brought to the game by a parent(s). Student-athletes are not permitted to get rides with other athlete's parents unless permission is granted by senior administration well before the activity is to take place. Students may never transport other students in vehicles (exception is made for games within the city of Winkler).

Volunteer drivers/private vehicles are used from time to time in the place of buses. These drivers/vehicles must meet all requirements as stated on the Volunteer Driver Form. Use of a volunteer driver/vehicle must have been made well ahead of the departure for the activity in question. SEE APPENDIX B.

Note: Volunteer vehicles will be compensated for use as per Garden Valley School Division policy.

Hazing

Hazing or other such negative initiation activities are prohibited at Northlands Parkway Collegiate. The planning, initiation of, or participation in such activities shall be dealt with under the school progressive discipline policy and may lead to suspension or removal from a team and/or school.

Social Media

All Garden Valley School Division policies regarding social media and internet usage will be followed by student-athletes, coaches, and other team members. Any violations of those policies will be dealt with under the school progressive discipline policy and may lead to removal of all internet access at school, suspension or removal from the team and/or school.

Use the following guideline before posting anything on the internet –

T- is it true?

H – is it helpful?

I – is it inspiring?

N – is it necessary?

K – is it kind?

Student-Athlete Information

Eligibility – To be considered eligible to participate in any school extra-curricular activity, all student-athletes must meet the requirements set out by the Manitoba High Schools Athletic Association. Please note that any student who transfers schools after their grade 9 year will not be eligible to compete in any sport that they have participate in at their previous school for a period of 1 year. This may be appealed to the Manitoba High Schools Athletic Association in specific situations.

Attendance – Student-athletes must be in attendance for all their classes in the day of a practice or game in order to participate in that event. Legitimate reasons for an absence which would allow a student-athlete to participate on the same day as an absence are as follows –

- Any school sanctioned activities.
- Previously arranged appointments with medical professionals.
- Emergency situations.
- Planned absence for personal or educational purposes that have been approved by the school senior administration.

Note: Student-athletes who are absent from classes for part of the day due to illness are not eligible to participate in any activities schedule that day. Also, any student-athlete who has an unexcused absence on days where no practices or games are scheduled will not be permitted to participate in the next scheduled event for that team.

General Conduct – All student-athletes are considered representatives and ambassadors of Northlands Parkway Collegiate and are expected to demonstrate strong examples of citizenship both on and off the field of play. School and School Division policies must be adhered to at all times. Any use of tobacco, drugs, e-cigarettes, vaping devices, or alcohol is prohibited.

Injury – All student-athletes are covered minimally by Garden Valley School Division's Student Accident Insurance policy. It is recommended that student-athletes carry some other form of medical insurance as well.

Any student-athlete that is injured on or off the field of play should notify their coaches immediately. If medical attention is required, the school Emergency Action Plan will take place. A note from a medical doctor must be presented to the Athletic Director prior to any return to activity or play in the case of an injury that required medical attention.

Commitment – Being a member of a Nighthawk team is a privilege and requires much dedication to ensure full benefit from the activity. Team success often can only be achieved if all participants are committed. Attendance at all practices, games, and team events is expected. Please provide the coach with as much advance notice of absence from a practice or game as possible and a reason for the absence.

Zone and/or Provincial Fines/Performance Bonds – Any team or student-athlete that defaults a scheduled league or play-off game will cause the school to lose its Zone performance Bond and may be assessed a fine as well (as per Zone 2 or 4 regulations). If the default is the responsibility of the school for whatever reason, the school will pay the fine. If the default is the responsibility of the student-athlete, the athlete(s) involved must pay the fine and will not be eligible for further Zone competition in any sport until said fine is paid.

Guidelines for Coaches

General – It is the responsibility of the coach at Northlands Parkway Collegiate to teach their student-athletes the sport-specific, mental, and other skills required to prepare them for competition while also developing the skills needed to be better citizens of our school, community, and province. Winning is a great experience but should not be the dominating factor behind the lessons and experiences the coach creates for the student-athlete. Coaches should always treat the student-athlete with respect. Coaches should never intentionally demean, shame, or embarrass a student-athlete. Coaches should hold themselves to the same high standard that is expected of their student-athletes. All members of the coaching staff must complete the Respect in Sport module prior to any team involvement.

Team Selection – All extra-curricular activities at Northlands Parkway Collegiate are open to the entire student populace. To be a Nighthawk a student-athlete will have to meet the criteria the coach for that activity sets out and the eligibility requirements set by the province. All teams must run an open try-out and may not make final cuts until after an appropriate time period has allowed for a proper evaluation of each participant. Final team selection should be based on attitude, coachability, and skill.

Communication – Clear communication between coach and player, player and parent, coach and parent, teammates, and coach and Athletic Director is critical to avoid any misunderstanding. All participants and their parents must attend an information meeting at the beginning of the season to receive all information about the program so the parent and student-athlete can make the proper decisions about the team. Coaches will send home a letter explaining the season, team expectations, fees, and any other necessary information. Only school-based forms of communication (ie. Microsoft Teams) should be used when sending information to team members.

The Role of the Parent

General Info - Northlands Parkway Collegiate considers parents as a key and extremely valuable member of our athletic programs. Supportive parents allow our coaches to coach, our officials to officiate, and our student-athletes to learn and grow through all the ups and downs of their season. We hope that our parents will model the high standard of behavior that we expect from of coaches and student-athletes and encourage our parents to be the best spectators and cheerleaders they can be.

Please familiarize yourself with the attendance policy (listed under student-athlete information) and what is and is not permitted at Northlands Parkway Collegiate. If you have any questions, please ask you Athletic Director for clarification.

Communication – Northlands Parkway Collegiate recognizes that from time to time things may not be going well for the student-athlete and as a parent you may wish to talk with the coach. Coaches make judgements and decisions based on what they believe to be the best for the situation and the student-athletes involved. All our coaches have the following expectations for discussions with parents – 1.) wait 24 hours before choosing to contact a coach with a concern. Often conversations in the heat of the moment do not resolve themselves well so take some time to think things through; 2.) Express your concerns privately and directly to the coach away from the field of play and/or the rest of the team.

Appropriate Topics to Discuss with a Coach include the following –

- The treatment of your child mentally or physically.
- Ways to help your child improve.
- Concerns about your child’s behavior.
- Any influence the sport is having on your child’s academic performance.

Inappropriate Topics to Discuss with Coaches –

- Playing time.
- Team strategy and other tactical decisions.
- Technical decisions.
- Other student-athletes.

Ideally if it is just a minor question or concern, the student-athlete should connect with the coach directly. If this is not possible and you do wish to connect with a coach, please set up an appointment to meet with them. If a resolution does not happen, your next step would be to contact the Athletic Director. If a resolution is still not reached the next step would be to contact the senior administration of Northlands Parkway. If there is still no resolution, then the last step would be to contact the Superintendent of the School Division. If you attempt to skip levels in the chain of communication, you will be directed immediately back to the step you missed.

APPENDIX A – SAMPLE SEASON INFORMATION LETTER



SENIOR BOYS VOLLEYBALL

20??-??

INFORMATION SHEET

Thank you for the interest your son has shown for this season with Nighthawk Athletics and the varsity boys volleyball team. Below you will find some dates, notes, and other information you might need about the up-coming season. If you have any questions about this paper or anything else, please call me at school (325-8200) or email me at ???????@gvsd.ca.

1. Sport fees for the Varsity Volleyball program are set at \$185.00 this year. This covers the team transportation, officials, and tournament entry fees for the current season. Please make all cheques payable to GVSD (memo – VBVball).
2. League games will take place on Mondays and Wednesdays this season (with a few exceptions). On Mondays the games are scheduled to start at 7:30pm and on Wednesdays they start at 6pm.
3. Our tournament schedule is as follows:
 - September 16th-17th – University of Winnipeg
 - September 30th – October 1st – DMCI Tournament in Winiipeg
 - October 22nd – NPC Home Tournament
 - October 28th-29th – MBCI Invitational in Winnipeg
 - November 3rd-5th – St. Vital Invitational in Winnipeg
4. The Nighthawk website will contain any new materials/information as it becomes available. The web address is: <http://www.npcnighthawks.com>.
5. We will be having a parent meeting in the next little while to discuss anything you might have questions about. Please let me know what your preferred times are, and I will see what works best for everyone. Please email me your preference (??????@gvsd.ca).
6. The NPC Athletics Handbook is available on-line at the school website for you to download. This may answer more of your questions. The web address is – www.npc.gvsd.ca.

I look forward to this season and working with you and your son. Go Nighthawks!!!!

APPENDIX B – Volunteer Driver Form

GVSD VOLUNTEER DRIVER AUTHORIZATION APPLICATION

To be completed when volunteer drivers are used

Driver's Name: _____ Phone Number: _____ Cell # _____
Address: _____ E-mail: _____
Driver's License Number: _____ Class: _____ Expiry Date: _____

Applications may be approved only when the driver possesses a valid, appropriate driver's license.

Vehicle(s): _____ / _____ / _____ / _____
 Make / Model / License Plate No. / Seating Capacity (Including Driver)
_____ / _____ / _____ / _____
 Make / Model / License Plate No. / Seating Capacity (Including Driver)

COMMITMENTS

By submitting this application to become a volunteer driver for the school board:

1. I undertake to ensure that the vehicle used to transport students is in safe operating condition.
2. I agree
 - a) to operate the automobile referred to herein in a safe manner
 - b) to abide by all applicable laws at all times while I am transporting students
 - c) to limit the number of passengers to the number of useable seat belts
 - d) to require proper use of occupant restraint systems (i.e., seatbelts, head restraints, airbags, seat position), and
 - e) to comply with the directions of teachers or agents of the school board.
3. I undertake to report to the school principal any suspension of my license or change in my insurance status which may occur after the date of this authorization while it remains in force.
4. I undertake to maintain, at all times, appropriate personal liability and indemnity insurance.
5. I understand that the board requires that the vehicle owner maintain, at all times, valid automobile **Third Party Liability Insurance** as required under Manitoba legislation in respect of liability for injury or death of any students who are passengers in vehicle the volunteer driver is operating.
6. I understand that in case of an insurance claim (i.e., third party damage and/or personal injury) the vehicle owner's automobile liability insurance applies **before** that of the school board.
7. I understand that additional automobile liability insurance protection is provided under the school board's comprehensive general liability insurance policy for authorized drivers transporting students in privately-owned vehicles on an approved school activity. insurance is **only** for an amount in excess of the limit of liability provided by the vehicle owner's liability insurance policy.
8. I accept the foregoing undertakings and certify that the information contained in this application is correct to the best of my knowledge:

Signature of Driver: _____

FOR OFFICE USE ONLY

The above-named driver is authorized to assist the school board during the current school year. The assistance is appreciated.

Signature of Principal/Designate: _____ Date: _____



GARDEN VALLEY SCHOOL DIVISION
Transportation by Personal Vehicle Declaration
2021/22 School Year

Name: _____
 Home Ph. #: _____ Alt. Ph. #: _____
 School: _____
 Position: _____

Pursuant to Section 318.1(1) of the Highway Traffic Act, I hereby disclose that I possess only one license. Its class and status are listed below:

<u>Manitoba</u>	_____	<u>Yes / No</u>
Jurisdiction	Class	Suspended? (Circle)

- i) I understand that I can only possess one driver's license.
- ii) I understand that I must immediately inform Garden Valley School Division of any changes in status of my driver's license.

A photocopy of your current license must be attached.

The vehicles I plan to drive for school purposes:

A photocopy of all current registrations for these vehicles must be attached

License Plate	Make	Model
_____	_____	_____
_____	_____	_____
_____	_____	_____

_____ Employee Signature	_____ Date
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_____ Principal Approval	_____ Date
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Schools should retain this form and the attachments for the entire school year. A new form must be completed each school year.

APPENDIX C – Risk Acknowledgement Form

GVSD OFF-SITE ACTIVITY(IES) CONSENT OF PARENT/GUARDIAN AND ACKNOWLEDGEMENT OF RISK

To be completed for: a) Day Field Trips – as determined by Administration;b) All Detailed Field Trips (Overnight or Longer)

Please read **both sides** of this Consent and Acknowledgement of Risk form. Clarify any questions or concerns with the teacher/leader BEFORE signing it.

If this form is not signed and returned to the school by _____, your child WILL NOT BE ALLOWED TO ATTEND.

PROGRAM/ACTIVITY INFORMATION – Specifics to be attached (ie. Team schedule)

ACTIVITY(S): NPC Nighthawks Sports Program

DATE(S): September 2023-June 2024

IN-CHARGE PHONE: (204) 325-8200

SCHOOL RESPONSIBILITIES

The school will make every reasonable effort to ensure or ascertain that:

- a. The staff, volunteers and/or service providers involved are suitably trained and qualified.
- b. The students are adequately supervised over all aspects of the program/activity.
- c. The location(s) used are appropriate and safe for the activity(ies) and group.
- d. Equipment used has been inspected and deemed appropriate and safe.
- e. A Safety Plan is in place to identify and manage known potential risks.
- f. An Emergency Plan is in place to deal with an injury or illness to one of the students.

POTENTIAL KNOWN RISKS

Potential risk of associated sport injuries and/or transportation risks

CONSENT AND ACKNOWLEDGEMENT OF RISK

1. Mode of Transportation: School Authorized Vehicles By: Division Authorized Drivers
2. **I acknowledge my right to obtain as much information as I require about this program or activity and associated risks and hazards, including information beyond that provided to me by the school or board.**
3. **I freely and voluntarily assume the risks/hazards inherent in the program/activity and understand and acknowledge that my child may suffer personal and potentially serious injury due to an unforeseen event related to his/her participation.**
4. My child has been informed that he/she is to abide by the rules and regulations, including directions and instructions from the school's and/or service providers administrators, instructors, and supervisors over all phases of the program/activity.
5. In the event my child fails to abide by these rules and regulations, disciplinary action may require his/her exclusion from further participation, or that I be contacted to have him/her transported home at my expense.
6. I acknowledge that it is my duty to advise the school of any medical/health concerns of my child that may affect his/her participation.

7. I acknowledge that the school may choose to cancel the trip for justified reasons (e.g., weather, health advisory, group behavior). I accept that the school will not be liable for any costs associated with such a cancellation.

8. I consent that the school and/or activity supervisors may secure such medical advice and services as they deem necessary for my child's health and safety, and that I shall be financially responsible for such advice and services.

9. Based on my understanding, acknowledgement, and consents as described herein, I agree that
 (Name of Student) _____ has my permission to participate in the Nighthawk Sport Program/ Activity.

Date: _____ Name (*Please print*): _____ Signature: _____

FIELD TRIP EMERGENCY MEDICAL INFORMATION (Write below or attach a separate page if more space is needed)

Student Name: _____ Birth Date: _____

Manitoba Health Registration No. (6-digits): _____ Manitoba PHIN (9-digits): _____

Student School Accident Insurance: Yes No

Allergies (e.g., specific drugs, certain foods, insect stings, hay fever) Specify:

Reaction(s) to above? _____

Carries Epi pen? Yes No Carries Ana Kit? Yes No

Medical/physical conditions that may affect participation in the stated program/activity (e.g., recent illness or injury, chronic conditions, phobias, etc.). Be specific:

Medication(s) taken (name, reason, dosage, storage, potential side effects/treatment of such):

Other Health/Medical/Dietary Concerns:

Emergency Contacts:
 1) _____ Phone: (H) _____ (W) _____ (C) _____
 2) _____ Phone: (H) _____ (W) _____ (C) _____