

**The following list is all of the required documents for the
Florida camp**

**All documents must be given to Elizabeth by
December 15**

- Camp code of conduct (Document #1)
- In-locus parentis and Consent letter for minors travelling aboard (Document #2)
- Boat transportation waiver (Document #3)
- Medical form (Document #4)

Other required documents

- Flight information via email to Elizabeth.Chaddock@pointe-claire.ca
- Copy of passport
- Copy of travel medical insurance

DOCUMENT #1

Camp Code of Conduct – Florida 2019

While attending the PCCC Florida training camp, I agree to respect the Code of Ethics and the following Code of conduct:

General Rules:	Training:
<ul style="list-style-type: none">▪ All Pointe-Claire Canoe Club policies and rules apply at camp;▪ Stay on camp property;▪ Obligation to participate to all activities, meetings, trainings requested by coach;▪ Respect nighttime procedure: athletes must be in their cabins by 9:00 p.m., have their lights and electronics out by 9:30 p.m., and asleep by 10:00 p.m.;▪ Follow cleaning routine as outlined by camp director and coaches;▪ No stealing or taking others belonging;▪ The opposite sex is prohibited in sleeping cabins, shower rooms or bathrooms (no girls in boys facilities, no boys in girls facilities);▪ Alcoholic beverages, including beer, wine and non-prescription drugs are strictly prohibited;▪ Any kind of violence, even in a game context, and camp pranks are strictly prohibited;▪ Are punctual for all camp events and meals;▪ Athletes must participate in daily/weekly chores;▪ Do not feed the wildlife;	<ul style="list-style-type: none">▪ Are punctual for practices and warm-ups;▪ Come prepared to practice with gear ready to go (Water bottle, shoes, paddle, sun screen, bungee etc.);▪ Respect training program or exercises required by coach;▪ Follow coaches advice to help improve, recovery, and/or maintain your capacity to train (by stretching, icing, balance drills, training specification etc);▪ Maintain a positive attitude towards trainings;▪ Maintain an open communication with coaches regarding your health and training capacity;▪ Athletes must respect the route the coach has assigned during practice;
Homework Rules:	Respect:
<ul style="list-style-type: none">▪ Attend and work during homework hour;▪ Do not use the Internet during homework hour, prepare the necessary documents or do the needed research at another time;	<ul style="list-style-type: none">▪ Respect all Pointe-Claire Canoe Club's and Good Counsel Camp property;▪ Respect all Pointe-Claire Canoe Club's and Good Counsel Camp staff and fellow athletes;

Warning system

If an athlete violates any of the above, a warning system will be used. All warning will be kept and documented for future reference. Upon the:

- **first violation**, the athlete will meet with the coach in charge to discuss the violation and the athlete will receive his/her first warning.
- **second violation**, the athlete will meet with the coach in charge to discuss the violation and will receive his/her second warning. The head coach, club administration and the parent will be informed.

Athletes may receive disciplinary measures from the coaching staff upon receiving of their first and second warning. These disciplinary measures may be:

- Removal from activities;
- Relocations of rooms;
- Assistant the camp staff with duties on site;
- Financial sanctions (due to damage to property);
- Suspension from future team trips;
 - **third violation**, Parent's will be contacted. The immediate return home at the athlete's expense will need to be organized.

Certain violations of camp conduct (i.e. fighting) will be treated more seriously than others and will result in immediate expulsion from camp. The coaching staff will use their judgment to evaluate each situation.

I _____ have read and understand the camp rules and warning system as stated above.

Athlete signature :

Date : _____

Parent 1 signature :

Parent 2 signature :

Date : _____

Original copy reserved for
administration

DOCUMENT #2

To whom it may concern,

We, _____ and _____, are the parents, legal guardians or authorized persons over:

Name	
Date of birth	
Passport number	
Date of issue of passport	
Issuing country of passport	

The aforementioned child will be travelling alone; we give him/her consent to visit:

Our Lady Good council camp
8888 Gobbler Rd
Floral City
FL, 34436

where the aforementioned child will be participating in a Sprint Canoe Kayak training camp under the care of _____ responsible coach at the camp and _____ assistant coach at the camp.

Date of departure from Canada: _____
Date of return to Canada: _____

Any questions regarding this consent letter can be directed to the persons giving consent at the following:

	Parent / Guardian #1	Parent / Guardian #2
Name		
Address		
City - Province		
Postal Code		
Country		
Telephone #1		
Telephone #2		
Email		

IN LOCUS PARENTIS

We, the undersigned, in our capacity as parents, legal guardians or authorized persons of the above-named minor child, do hereby authorize any one of the above-named coach (es), solely and personally, to act on our behalf, as our attorney and mandatory and we give him (her) the responsibility of our child during the camp training in Florida during the dates mentioned above.

Consequently, any one of the coaches may, during the training camp, represent myself (in locus parentis) towards any authority to give his (her) consent or authorization, in his (her) capacity as mandatory or attorney, in relation with any legal, judiciary, medical, surgical or other matters and to ensure the safety and health of my child.

	Other emergency contact #1	Other emergency contact #2	
Name			
Address			
City - Province			
Postal Code			
Country			
Telephone			
Email			

Travel Insurance company	
Insurance policy number	
Insurance telephone number	

We hereby accept, ratify and approve all acts and decisions made or authorized by our mandatory in accordance with the terms and conditions of this document.

Signatures of parents / guardians

Name: _____

Name: _____

Parent /Guardian

Parent /Guardian

Date

Date

Signature of official

Signed before me on _____

By _____
Parent /Guardian

Parent /Guardian

Name of commissioner of oaths, lawyer, notary

Signature of commissioner of oaths, lawyer, notary

Athlete's travel with original copy –
Administration must have copy

DOCUMENT #3

Spring Training Camp - Boat Transportation

I, the undersigned _____, residing at _____ will be using:

- My own personal boat.
- A boat belonging to the City of Pointe-Claire (continue directly to point 2.)

1. I authorize the City of Pointe-Claire to transport my boat:

Indicate OK to confirm the transportation of this equipment		From Pointe-Claire, Quebec to Floral City, Florida
		From Floral City, Florida to Pointe-Claire, Quebec

And I disclaim any responsibility from Pointe-Claire, employees, volunteers, and insurers as to transport my boat and any damage that might occur to my boat following an incident or accident during transportation.

2. Description of the Boat

Kayak / Canoe:		Colour:	
Manufacture:		Pattern :	
Model:		Year of purchase	

3. Any and all equipment that the employee(s) of the City of Pointe-Claire are transporting to the United States is for the purpose of the training camp will return to Canada in the same condition. No goods will be left or sold in the United States nor will the employee(s) earn any money while in the USA.

Indicate YES to confirm the packing of all personal items		All the equipment and personal belongings carried under my name has been packed by myself and respect both Canadian and American laws and regulations
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Signed at _____ on the YYYY / MM / DD.

Athlete signature: _____

Parent/Guardian signature (for minors) : _____

Original copy reserved for administration