

Policy Name: Sanctioning Policy

Policy No: FA009

Approved: November 24, 2014

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1. GOAL

1.1 Football Nova Scotia (FNS) sanction to activities, competitions, and programs that meet the objective set of criteria as determined by FNS.

2. PRINCIPALS

2.1 The Board of Directors of FNS will develop and maintain a set of criteria for sanctioning. Activities, competitions, and programs of play that have been sanctioned by FNS may utilize working and the FNS logo indicating that the activities, competitions, or a program of play has been sanctioned.

3. POLICY STATEMENT

3.1 Each member organization may elect to have activities, competitions, and programs of play sanctioned by FNS. The Board of Directors of FNS will determine if the activities, competitions, or program of play has met the criteria to be sanctioned.

3.2 It is recognized that FNS is responsible for specific activities, competitions, and programs of play that fall directly under FNS jurisdiction (as opposed to a member organization jurisdiction). As such said activities, competitions, and programs of play will automatically be sanctioned by FNS.

3.3 Any activities, competitions, or programs of play involving a member of FNS and a member of another Provincial Sport Association (i.e. Football New Brunswick) will require said activity, competition, or program of play involving a member of FNS and a non-member, unless the non-member is a member of another province PSO.

3.4 Any activities, competitions, or program of play involving a member of FNS and a non-Canadian team or group will require said activity, competition, or program of play to be sanctioned by FNS and by Football Canada.

3.5 Non-members of FNS may only obtain sanction for the purpose of running a football camp. Any non-member of FNS requesting sanctioning of a football camp, whose participants are under the age of 18, must obtain written support from the FNS minor association member in desired jurisdiction. As the

minor football governing body for said region, they hold the first right to any FNS sanctioned activities, competitions or program of play.

3.5.1 If consent is given, the non-member then must complete the FNS Sanction Request Form and be approved by the FNS Executive Director

3.5.2 FNS will only grant sanctioning to non-members if they meet the criteria stated in this policy's procedures and the camp is 7 consecutive days or less.

3.5.3 If granted sanctioning from FNS all non-members must pay non-member insurance fee.

3.6 FNS reserves the right to sanction any member or non-member event that relates to special community projects, that meet the criteria outlined in this policy and may adjust any fees as the FNS Board of Directors sees appropriate.

4. PROCEDURES

An organization may request FNS sanction via the following procedures:

4.1 Written completion of the FNS Sanction Request Form (email is acceptable) made to FNS's Executive Director at least 30 days prior to the start of an activity, competition, or program of play.

4.2 Completion of the FNS Sanction Request Form will require the following information:

4.2.1 the name and contact information (phone number and email) of the person 'in charge' of said activity, competition, or program of play

4.2.2 a description of the activity, competition, or program of play

4.2.3 a copy of the insurance policy in place (if other than the insurance provided through Football Nova Scotia)

4.2.4 declaration of association, team or organizations not-for-profit status

4.2.5 a statement asserting that the activity, competition, or program of play falls within the Long Term Athlete Development (LTAD) model

4.2.6 list of coaches participating and their NCCP credentials

4.2.7 a copy of the organizations policy relating to participation safety

4.2.8 agreement to abide by all FNS policies and procedures including FNS's Screening Policy

- 4.4 Sanction will be required to be renewed on periodic bases with a one year maximum.
- 4.5 The association, team or organization requesting sanction shall provide to the Executive Director its designate answers to relevant questions regarding the activity, competition, or program that they are seeking approval for
- 4.6 The Executive Director will notify the person “in charge” that they have been granted sanction, granted a provisional sanction or declined sanction for any activity, competition, or program of play
- 4.7 The Executive Director may revoke sanction for any activity, competition, or program that it has previously sanctioned under the following conditions:
- 4.7.1 the member organizations that initially requested sanction ceases to be a member of FNS, or
 - 4.7.2 the Executive Director has reason to believe that the sanctioned activity, competition, or program has been modified such that it presents a unforeseen danger to the participants, or
 - 4.7.3 the Executive Director has reason to believe that the information completed and signed upon the Sanction Request Form by the team, group or association person “in charge” is not being followed as previously outlined, or
 - 4.7.4 the association, team or organization that initially requested sanction does not respond in a timely manner to questions related to the said activity, competition, or program

5. REVIEW AND APPROVAL

- 5.1 This policy was approved by the Football Nova Scotia Board of Directors on the 24 day of November, 2014.
- 5.2 Date of last review: November 24, 2014
- 5.3 Original policy development lead: Karen Ouellette, Executive Director



Sanction Request Form

This form must be completed in full and emailed to kouellette@footballnovascotia.ca

The FNS Executive Director a minimum of 30 days prior to an event. In accordance with our Sanctioning Policy, a copy of the requesting association, team, or organizations participant safety policy must be attached.

Requesting Association, Team, Organization: _____

Title of Event: _____

Address: _____ Postal Code: _____

Contact Person: _____

Position with Association/Team: _____

Email Address: _____

Phone: _____ Cell: _____ Fax: _____

Not for Profit Association: Yes/No (please circle)

Description of Event:

FOOTBALL

NOVA SCOTIA



FOOTBALL NOVA SCOTIA SANCTION POLICY

Sanction Request Form

Age Categories: _____

Gender: _____

Date(s) and Time(s) of Event: _____

Location(s) of Event: _____

Address: _____

Postal Code: _____

Insurance Information

Do you require Insurance: Yes/No (please circle)

If no, please provide insurance information:

If yes, Certificate of Insurance is to be sent to: _____

Contact Person: _____ Email: _____

Amount of liability coverage required by facility: \$ _____



FOOTBALL NOVA SCOTIA SANCTION POLICY

Sanction Request Form

Long Term Athlete Development Plan & NCCP Credentials

Description of function and how it aligns within the Long Term Athlete Development (LTAD) Plan:

Please provide a list of the coaches who will be participating along with their NCCP credentials

First Name	Last Name	Team/Club	NCCP Certification



Sanction Request Form

Agreement to abide by all FNS policies and procedures including FNS's Screening Policy: Yes/No (please circle)

I acknowledge that I have read and understood the FNS sanctioning guidelines. I hereby agree to and understand the guidelines as previously stated in the FNS Sanctioning Policy.

Signature of Association/Team/Organization Person in Charge

Date Submitted

Executive Director Use Only

Date Received: _____

Approval: Yes / No

Reasoning for decision:

Date submitted to Insurance company (if required): _____

Date approved: _____

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