

# COACH'S PACKAGE

## KALAMALKA ATHLETICS

### INFORMATION FOR COACHES:

1. Team selection is an individual decision for each coach. As 'playing up' rules are now different it will need to be coordinated with the lower and higher level coach during playoffs. If you plan on using lower grade players please discuss with me first. We also have a general no-cut policy at the grade 8 level.
2. Please collect player fees and then you can give them to me, or our head secretary Jan with a team list. Permission forms, athletic fees, team fees, and clothing fees can all be on one cheque. However, the uniform deposit cheque needs to be separate as it will be returned, if requested, or shredded.  
***\*\*I will give you uniforms once fees are paid***
3. When you have made your team selections, please provide me with a list of players ASAP as all students need to be registered online with BC School Sports before being eligible to play.
4. Athlete's package is online. Go over all policies with parents and players. It is a good idea to have a parent/player meeting early to go over several items including your coaching philosophy, playing time, expectations for the season. Of particular concern are policies regarding quitting and alcohol/drug suspensions (these are strictly enforced).
5. Coaches can submit receipts to Jan for reimbursement at any time for hotels and mileage. Coach's expenses in excess of your allotment will have to come out of team funds. If you plan on attending numerous out of town tournaments you will need to estimate your hotel costs, mileage and per diem food. Please see attached forms.
6. **Tournament fees will come out of the team account.** Please keep your team account in order. If you need any assistance in establishing your individual team fee (which covers tournaments and extra coaches costs), I'm happy to help.
7. Transportation is no longer included. Teams must fund their own transportation to and from games. Buses are incredibly expensive, please try to get parent drivers.
8. Please provide me with your email and a tournament schedule ASAP. I will have league schedules and will forward you any changes or information by email as well as update the website schedule frequently.
9. If you plan on hosting a tournament you need to inform me of your scorekeeping/refereeing requirements. You need to ensure that your tournament fee will cover these costs.
10. At the end of the season please try to collect all uniforms at the last game and I will wash them at the school. Also turn in all your equipment and medical kits. I will also provide you with an Athletic Award sheet to fill in.

11. I check my email regularly if you need anything non-urgent (jbourgeois@sd22.bc.ca). Contact my cell for any issues that may arise, but please try to use it only for that which is urgent. (778-686-2422).

### **KALAMALKA SECONDARY FEE CATEGORIES**

#### MAJOR SPORTS

Senior Girls and Boys Volleyball	\$200
Senior Girls and Boys Basketball	\$200
Junior Girls and Boys Volleyball	\$150
Junior Girls and Boys Basketball	\$150

#### MINOR SPORTS

Grade 8 Boys and Girls Volleyball	\$125
Grade 8 Boys and Girls Basketball	\$125
Senior Boys Soccer	\$100
Senior Girls Soccer	\$75
Junior Girls Soccer	\$50
Junior Boys Rugby	\$75
Grade 8 Rugby	\$50
Grade 8 Rugby	\$50
Tennis	\$50 plus sharing of bus costs
Golf	\$Green fees & coaching costs
Ultimate	\$50
X-Country	\$Cost of meets
Track and Field (community)	\$100 training + meet fees
Mountain Biking	\$75

## **COACH'S EXPENSES**

The following information indicates the allocation of funds for your team and your expenses based on one coach. Any expenses over the funds will be paid out of your team account and you will need to collect team fees accordingly. **The amounts are for coaches, not parents.**

Meals	-\$35/day maximum per diem
Accommodation	-Show receipts for full reimbursement
Fuel	-based on a rate of 25c/km

\*\*Note on accommodations - As you will be collecting money from your team for hotel costs, you can book a hotel and have them forward the bill to Leslie and she will pay for all the rooms (players/coaches) on the school VISA.

MAJOR SPORTS - \$600.00

MINOR SPORTS - \$400.00

## **RULES OF CONDUCT FOR COACHES**

Please read the attached form from BC School Sports.

## **MILEAGE CLAIM**

Use the following chart as a guide to determine how much mileage to charge.

KALMALKA SECONDARY TO:

CITY	RETURN KMS
Armstrong	60
Lumby	50
Kelowna	100
Kamloops	250
Penticton	225
Revelstoke	300
Salmon Arm	130
Vancouver	900