GOLD COAST
ACADEMY OF SPORT

Athlete Handbook

GOLD COAST
ACADEMY OF SPORT
PO BOX 433, Ashmore City QLD 4214
info@goldsport.com.au
ABN 63 120 724 414
www.goldsport.com.au

CONTENTS

Page 1 Front Cover

Page 2 Contents

Page 3 Introduction / GCAS Contact Details

Page 4 SECTION 1: INDIVIDUAL PARTICIPATION AGREEMENT
Page 4 1.1 Code of Conduct

Page 5 1.2 Injuries and Medical Assistance
1.3 Dress and Uniform Policy

Page 6 1.4 Compliance with Rules
1.5 Attendance Policy

Page 7 1.6 Suspensions / Misconduct
1.7 Drug Policy
1.8 Athlete Team App

Page 8 1.8 Athlete Team App (continued)

Page 9 1.9 Promotional Material
1.10 Performance Rights
1.11 Media and Public Relations
1.12 Sports and Personal Injury Insurance
1.13 Privacy Policy

Page 10 1.14 Indemnity
1.15 Acknowledgements
1.16 Voluntary Participation and Agreement
1.17 Survival of Obligations
1.18 Integrated Agreement: Addresses

Page 11 GCAS Business Partners

INTRODUCTION

Welcome to the Gold Coast Academy of Sport (GCAS). As a GCAS athlete, there are a number of expectations and responsibilities that we require you to follow as outlined within this Athlete Handbook. These policies are set in line with the expectations of sporting agencies such as the QLD Academy of Sport (QAS) and the Australian Institute of Sport (AIS) in order to prepare you for the next steps in your athletic development pathway.

The GCAS was founded in August 2009 with the aim of providing opportunities for athletes, coaches, administrators, officials, sports science practitioners and other sports related parties. The GCAS is a major initiative for sport in the QLD Gold Coast region. The GCAS provides specialist support to athletic performance through the interaction of sports professionals in their field and provides sport education to athletes, coaches, administrators, officials, parents and other related persons.

The GCAS is a not-for-profit organisation that has been positioned to ensure the sports industry of the region has an opportunity to fully develop their skills, opportunities and expertise.

The opportunities and future developments for sport on the Gold Coast are unlimited and the GCAS is the vehicle to capture these opportunities and provide for the region's developing talents. With the announcement of the 2032 Olympics to be held in Brisbane and South East Queensland, the Gold Coast region has an opportunity to identify, develop and help to support athletes with dreams of reaching state and international representation.

I welcome you as a GCAS athlete and I trust that you will receive maximum benefit from your involvement within the academy program.

Yours in Sport

Glynis Nunn OAM Oly
Chief Executive Officer
Gold Coast Academy of Sport

Gold Coast Academy of Sport Ltd
ABN 63 120 724 414
Office Address - Sporting Hall of Fame, Mick Veivers Way, Southport. 4215
Phone:(mobile) Glynis Nunn 0414 912 345 or Annaleise Stoyko 0412 756 524

Email glynis@goldsport.com.au OR annaleise@goldsport.com.au

Postal Address
PO Box 433 **Website** www.goldsport.com.au
Ashmore City QLD 4214

Chief Executive Officer Glynis Nunn OAM Oly glynis@goldsport.com.au
Chief Operating Officer Annaleise Stoyko annaleise@goldsport.com.au
Programs Manager Joshua Hill programs@goldsport.com.au

SECTION 1:
INDIVIDUAL PARTICIPATION AGREEMENT

As a GCAS athlete, you are required to sign an electronic Individual Participation Agreement, which informs the GCAS that you have read the clauses contained within this Athlete Handbook and that you agree to abide by these policies and guidelines whilst representing the GCAS. A signed copy of the Individual Participation Agreement will be kept within your athlete file at the GCAS office and may be referred back to at any time if necessary.

1.1 Code of Conduct

The GCAS recognises that the success of the organisation's integrity requires that its athletes pursue the highest standards of ethical conduct at all times. The purpose of this Code of Conduct is to provide a detailed outline of the rights and responsibilities of GCAS program athletes. Whilst our staff will provide as much supervision as possible in attempting to fulfil their duty of care, athletes and parents should be aware that 24 hour supervision for all athletes is not always possible. Therefore, all GCAS athletes are accountable for their own actions at all times whether under direct supervision of GCAS staff (including sport program staff such as coaches and managers) or not.

As an athlete of the GCAS, you shall act in accordance with the following principles:

1. Respect the rights, dignity and worth of all fellow athletes, coaches, officials and spectators regardless of their gender, ability, cultural background or religion.

2. Contribute to a safe sporting environment and respectful culture, which is accepting of individual differences and free from all forms of harassment including sexual, racial and verbal harassment.

3. Respect the talent, potential and development of fellow squad athletes and competitors.

4. Care and respect any equipment provided to you as part of the program.

5. Be frank and honest with all coaching staff concerning illness and injury and your ability to train fully within the program requirements.

6. Conduct yourself in a professional manner - demonstrating appropriate language, dress, punctuality, and performance.

7. Maintain high personal behaviour standards at all times and conduct yourself in a manner that reflects positively on the reputation of the GCAS.

8. Understand that as an athlete of the GCAS, you are prohibited from engaging in any behaviour deemed inappropriate from the perspective of the GCAS.

9. Understand that consuming of illicit drugs of all kinds (including but not limited to alcohol, tobacco and cannabis) is strictly prohibited. The GCAS recognises that some substances may be used if medically prescribed and that the use of these drugs may be permitted on the provision of suitable medical evidence.

10. Adhere to the responsibility of behaving with dignity and good sportsmanship during practice and competition.

11. Be honest in your attitude and preparation to training. Work equally hard for yourself and your team.

12. Cooperate with coaches and GCAS staff in the development of programs to adequately prepare for competition at the highest level.

1.2 Injuries and Medical Assistance

As a GCAS athlete, you must agree to comply with all the rules and directions made or given to you by the GCAS in connection with the activity. If you fail to comply with the rules or instructions, you increase the likelihood of being injured or injuring someone else. Therefore, you will not be permitted to continue the activity and no refund of program fees, or part thereof, will be given. All accidents, injuries, loss or damage sustained need to be reported to the coaching staff or staff directly related with GCAS to ensure an 'incident form' is completed. If you suffer any injury or illness, you agree that the GCAS may provide or arrange first aid, evacuation and medical treatment at your expense.

1.3 Dress and Uniform Policy

The GCAS is aware of the many benefits that a favourable public perception can generate for both the athlete and the organisation. In an effort to ensure consistency across GCAS sport program squads, the following uniform policy has been developed. Should an athlete be unsure of any of the expectations below, please be encouraged to contact the GCAS office to obtain accurate and timely advice to your query from a GCAS staff member.

1. Training
    - Only GCAS issued training uniforms/clothes shall be worn. No clothing with conflicting advertising or sponsorship will be permitted at any GCAS training session or event.
    - Footwear is an exception to this regulation.

2. Official GCAS Functions (Including Educational Core Units)
    - GCAS sport program squads are identified by a unique polo shirt or training shirt. The issued GCAS polo shirt must be worn at all times at GCAS functions other than training. If for any reason this polo cannot be worn, athletes should wear their GCAS training shirt or a local club polo shirt relevant to their particular sport. Athletes have the option of wearing the uniform skort or a pair of long pants (navy blue or black). *Jeans, shorts, track suit pants, cargo pants or denim are not permitted.*
    - Shoes need to be navy or black. Sneakers, trainers or other sporting shoes are not permitted. Black casual shoes are acceptable.

3. TV Interviews and / or Photo Shoots
    - Should athletes be requested to be involved in an arranged TV interview or media photo shoot, the GCAS uniform is to be worn.

1.4 Compliance with Rules

Athletes are expected to participate in all Academy activities with integrity, sportsmanship and respect for fellow athletes, coaches and officials. All participants must comply with the rules and regulations set by the coach/instructor and GCAS for all training sessions, educational units, events and official functions. This includes adherence to all written and verbal instructions.

Failure to meet behavioural, attendance or participation standards may result in disciplinary action, including suspension or removal from the program at the discretion of GCAS.

Athletes participating in any GCAS program must also be registered with the appropriate governing body for their sport. This may include registration with a regional, state or national sporting organisation, where applicable.

In the event an athlete withdraws, is removed from, or does not complete the program for any reason (including illness or injury), financial outcomes will be managed strictly in accordance with the Academy's Refund Policy. This includes all conditions relating to written notification, eligibility for refunds or credits, administration fees, deposit payments and any required supporting documentation.

Where appropriate, GCAS may explore reasonable options for an athlete to remain engaged in educational components of the program; however, any refund or credit will be determined solely in line with the approved Refund Policy.

1.5 Attendance Policy

The GCAS expects athletes to be fully committed to the program. Athletes are expected to demonstrate this commitment by having a 100% attendance rate at specific training and educational core unit sessions (within reason).

The Attendance Policy and guidelines are in line with those of most state teams, and QLDIS guidelines. The GCAS sees its role as preparing athletes to compete at Regional and State level competition and part of this role is preparing athletes for the expectations that will be placed upon them.

1. Attendance at squad training sessions and educational core units is necessary for all GCAS athletes.

2. To be granted approval to miss a session (other than sickness or family emergency), an athlete must contact the squad coach/manager/coordinator as early as possible prior to the session.

3. Under certain circumstances, permission may be granted for an athlete to miss a session, provided approval is sought from the squad coach/manager/coordinator. Acceptable circumstances are as follows:

Illness or Injury: An athlete may be granted permission to miss a session due to illness or injury, but the athlete should be prepared to supply a medical certificate. The athlete may be asked to attend if it is felt that viewing the session will assist the athlete's skill development and will not be detrimental to her health.

Compulsory School Activity: This includes excursions, examinations, major assessment tasks and other school activities of a compulsory nature. The athlete shall be prepared to provide suitable documentation from her school.

Representative Sporting Honours: This includes representational commitments. It is recommended that the athlete supply documentation from the relevant sporting body or agency.

Family Commitments: An athlete need to attend a major family event (e.g. funeral, wedding, reunion). It would be appropriate for parent/guardian to contact the Academy advising of this reason.

4. If, on being selected for a place in the program, an athlete has made prior arrangement to participate in an event, family function or any compulsory school activity that could coincide with an Academy training or educational core unit session, they should advise the GCAS Programs Manager at the time of being accepted into the program.

5. Attendance registers are to be maintained by the squad coach/manager/coordinator. Should an athlete fail to attend a session without prior approval, the squad coach/manager/coordinator is to inform the GCAS Programs Manager, who shall contact the athlete to establish a reason for her non-attendance.

6. In the event of wet weather on a scheduled outdoor training session, the Programs Manager will advise all athletes if training is to be cancelled, postponed or moved to another facility.

1.6 Suspensions / Misconduct

You must make known to the GCAS of any suspension or ban imposed by any sport in which you are involved with. Your place in a program may be influence the GCAS due to any existing suspension.

1.7 Drug Policy

Consumption of illicit and banned drugs of all kinds (including but not limited to alcohol, tobacco and cannabis) are strictly prohibited. The GCAS recognises that some substances may be used if medically prescribed and that the use of these drugs may be permitted on the provision of suitable medical evidence.

1.8 Team APP

Your online TeamApp once established will be one of the main methods of communication between you, the athlete and family, and the GCAS. If you have any difficulty downloading this App, please do not hesitate to contact the Programs Manager for direction.

USING YOUR Team App

When you visit the GCAS website at www.goldsport.com.au, Team App is accessible via the far-right tab on the home page menu bar. This will take you to the Team App website where the top right hand side of the screen should display sign up and login in. You can login by using your personal details that you used to sign up. Team App can also be accessed and downloaded on your Apple or Android Device. For more information on how to access Team App please contact your program manager for further instruction.

On opening of you Team App, your dashboard should automatically display that you are a member of the Gold Coast Academy of sport. On Opening of the Gold Coast Academy of Sport page your screen will display a menu inclusive of, Teams, Schedule, Chat, Events, Documents etc. Schedule will be your most used tab as it will display your upcoming training dates, times, venue information and updates, together with any other important events that are due to be held in the near future.

Please remember that you should regularly check all pages of your Team App. Information and event updates are sent out via email from Team App and notifications are indicated by a red dot on the home screen. This is your responsibility and we are placing this accountability upon you the athlete.

We ask that you check the contents of your Team App regularly (at least every third day) as it will be the main contact between the GCAS staff, your coach, your manager, and you.

In addition to Team App, it is essential wherever possible, that we have a contact number for you as it is possible that we will be required to contact you on an urgent basis.

Please remember that your Team App account is your personal property. For no reason should you give your username and/or password to anyone else. Should you at any time have problems with your Team App, or indeed any other matter, please do not hesitate to contact the GCAS office. Should you at any time change your postal address, telephone number/s or email address, please notify the GCAS office immediately. If we cannot contact you, you will not know what is going on.

1.9 Promotional Material

The GCAS possesses the unconditional right to use, at its sole discretion, photographic and/or video images of athletes and personal information about athletes in any form for media (TV, print, paper, website, magazine, etc) art, advertising, trade, visual documentary, promotional material and merchandise or film coverage without any compensation or approval required by you.

1.10 Performance Rights

The GCAS and sponsors/partners may arrange publicity before, during and after the program period in the press, by live and recorded radio and television broadcasting, by filming and in electronic form. Athletes involved in the sporting program assents to references of them and pictures of them in practice and play appearing and being used for commercial purposes by the GCAS and its sponsors/partners. All rights for televising live, television recording or for visual or electronic reproduction are reserved only to the GCAS and become the sole property of the GCAS.

1.11 Media and Public Relations

The favourable public reputation of the GCAS, sponsors and official venues are valuable assets and create benefits for program athletes now and in the future. Accordingly, it is an obligation of athletes to refrain from comments to the media that attack, disparage or criticise the GCAS, the sponsors, the venues, the promoters, fellow competitors, or its program staff and executive staff.

Any contravention of this regulation shall constitute a breach of the Code of Conduct and the athlete may forfeit their place within the program. Such judgment will be made by the GCAS Executive Director or by a member of the GCAS Board of Directors.

To ensure maximum goodwill, it is essential that athletes make every effort to support all public relations and media activities, which among other things, include compliance with reasonable requests from the GCAS to attend media interviews and to co-operate with the media. Only GCAS approved merchandise will be worn when undertaking media/public relations meetings/training programs.

1.12 Sports and Personal Injury Insurance

*The GCAS recommends that you should obtain private medical, sports, personal injury, personal public liability and/or personal accident insurance (including coverage from death, permanent incapacity and income protection) and property insurance in connection with your participation in the sports programs.

1.13 Privacy Policy

All information obtained by the GCAS is a requirement of the programming sports. The forms are not meant to be in any way an invasion of your privacy, nor will it be given to any other person unless specifically given permission to do so. The GCAS takes its obligations under the Privacy Act seriously and will take all reasonable steps in order to comply with the Act to protect the privacy of the personal information that it holds. The only people who will have access to the supplied information will be the GCAS Administration Staff, GCAS Board of Directors, GCAS coaching staff and relevant medical authorities.

1.14 Indemnity

As a GCAS athlete, you agree to indemnify, protect, defend and hold harmless the GCAS, its directors, members, volunteers, employees, agents, sponsors, stakeholders, any sport, other participants and other supporters involved with the GCAS and each of them from and against any and all liabilities or claims, losses or expenses (including medical costs and legal fees) as a result of any of your actions or participation in the sports program.

1.15 Acknowledgements

a) Athletes acknowledge that they have read and understand the clauses within this Athlete Handbook and that they will be bound by such terms.

b) Athletes acknowledge and understand that participation in athletic events exposes an athlete to risks that include the potential for death; serious injury including but not limited to paralysis, spinal injury, brain damage, damage to internal organs; and serious injuries to bones, ligaments, joints and tendons, condition of athletes, facilities, temperature, weather, equipment, vehicular traffic and actions of other people including but not limited to participants, volunteers, spectators, coaches, event officials, and event monitors, and/or producers of the event.

c) Athletes must read the information above in order to recognise the risks associated with participation in the sports program and willingly and knowingly assume all such risks.

1.16 Voluntary Participation and Agreement

You certify and acknowledge that you have voluntarily entered into the Individual Participation Agreement and have carefully read all of the provisions of this Athlete Handbook and understand and acknowledge the terms set forth herein including all warnings, exclusions of liability, releases and indemnities and will fully and faithfully comply with such provisions.

1.17 Survival of Obligations

The Individual Participation Agreement shall survive the length of the sports program in which you are involved with the GCAS.

1.18 Integrated Agreement: Addresses

The Individual Participation Agreement constitutes the full, complete and exclusive agreement between the GCAS and you with regard to participation in the sports program. The Agreement shall not be modified unless in writing, signed by both yourself, your parent or guardian and a representative of the GCAS.

THANK YOU FOR THE TIME TO READ THIS HANDBOOK.

Gold Coast Academy of Sport Ltd
ABN 63 120 724 414
Office Address - Sporting Hall of Fame, Mick Veivers Way, Southport. 4215
Phone:(mobile) Glynis Nunn 0414 912 345 or Annaleise Stoyko 0412 756 524

Email glynis@goldsport.com.au
annaleise@goldsport.com.au
programs@goldsport.com.au

Postal Address
PO Box 433 **Website** www.goldsport.com.au
Ashmore City QLD 4214

Chief Executive Officer Glynis Nunn OAM Oly glynis@goldsport.com.au
Chief Operating Officer Annaleise Stoyko annaleise@goldsport.com.au
Programs Manager Joshua Hill programs@goldsport.com.au