



PATINAGE QUÉBEC

Team Québec Code of Conduct		
Code:	POL-26	The present policy must be subject to an annual review.
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Public / Private	Public	
Recipients:	☐ Patinage Québec Participants	
	☐ Administrator Guide	

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In this document, terms referring to persons are used in a generic sense; they are intended to be inclusive of all genders.



1. PREAMBLE

Team Québec is comprised of a group of athletes of various levels:

- Pre-Novice to Senior in single, pairs and ice dance (couples and solo).
- Novice, Junior and Senior in synchronized skating.

These athletes qualify through provincial competitions to represent Québec at the national level at Skate Canada competitions and/or the Canada Games. Team Québec is managed jointly by the High Performance and Operations departments.

2. OBJECTIVES

The goal is to ensure that Team Québec athletes can participate in national competitions without having to worry about planning and managing their travel, accommodations or on-site logistics. Patinage Québec aims to provide athletes with the optimal conditions to perform at their best at national competitions.

It is equally important that athletes representing Québec feel proud of being part of Team Québec and serve as proud ambassadors of the province while prioritizing their well-being.

3. INDIVIDUALS CONCERNED

This policy applies to all Team Québec athletes, chaperones, team managers, parents, and coaches of athletes who are members of Team Québec.

4. PURPOSE

Clear guidelines for conduct are essential to maintaining a positive and respectful environment, ensuring that Québec is well represented at the national level, and allowing Team Québec athletes to perform to the best of their ability and in line with their development.

We also expect coaches and parents to set a positive example for their athletes. Finally, chaperones and team managers should be equipped to respond appropriately to questions and concerns and to ensure the well-being of all Team Québec members throughout the event.

Guiding Principles of the Code of Conduct

- The Code of Conduct ensures that Team Québec is represented with respect and professionalism;
- It supports athletes in performing at their best while ensuring the safety and well-being of everyone;
- It upholds the *Responsible Coaching Movement* and the Rule of Two, as outlined in the applicable policy.



5. GENERAL RULES FOR ATHLETES, CHAPERONES, MANAGERS, COACHES AND PARENTS

Given the range of levels and ages of team members, some rules apply to all members, while others are more specific to certain groups. The following applies to all Team Québec members.

A. RESPECT

All members must maintain exemplary behaviour at all times with their teammates, support staff and managers, athletes from other delegations, coaches, officials, volunteers, and any other individuals. Any inappropriate behaviour demonstrating a lack of civility and respect toward others is considered a violation of the Team Québec Code of Conduct.

The following behaviours are deemed as unacceptable:

- Harassment (in any form);
- Physical violence;
- Verbal abuse and insults;
- Theft of equipment or damage caused intentionally or recklessly;
- Violation or non-compliance with a provision of a law or regulation.

“I respect my sport and my delegation on and off the ice!”

B. COURTESY

Create an environment that encourages courteous exchanges by showing consideration, politeness and using appropriate language.

C. TEAM SPIRIT

All individuals must demonstrate, at all times, good team spirit and the qualities befitting a true sportsperson. It is encouraged to support all athletes in the competition, whether they are from Team Québec or another delegation. Officials' decisions must also be respected, regardless of whether they are favourable or unfavourable to you.

D. ALCOHOL

Alcohol consumption is prohibited for athletes under the legal drinking age. Excessive alcohol consumption is not permitted for athletes of legal drinking age. Please note that the legal drinking age may vary depending on the laws of the province where the event is being held.

Chaperones, team managers, parents and coaches may consume alcoholic beverages in moderation, provided they remain available to respond to emergencies 24/7.

It is prohibited for chaperones and managers to consume alcohol:

- In the presence of athletes;
- During scheduled work periods, including between two work periods;
- Inside the Team Québec suite and at competition venues.



E. TOBACCO, CANNABIS AND ILLEGAL DRUGS

The use of tobacco, cannabis and illegal drugs in all its forms, including vaping, is formally prohibited throughout the period during which athletes are part of Team Québec. The use of illegal drugs in all its forms, is formally prohibited, for parents, coaches, support staff and managers in the presence of athletes.

Chaperones, managers, parents and coaches may consume tobacco and cannabis in moderation, keeping in mind their availability to respond to emergencies 24/7.

It is prohibited for chaperones and managers to consume tobacco or cannabis:

- In the presence of athletes;
- During scheduled work periods, including between two work periods;
- Inside the Team Québec suite and at competition venues.

F. RESPONSABLE COACHING MOVEMENT RULE

Every coach, parent, chaperone and manager must respect the *Rule of Two* when in the presence of an athlete. No exceptions will be tolerated.

G. SIGNING THE RULES OF CONDUCT

For athletes in Singles-Pairs-Dance: Upon online registration for Team Québec, parents and athletes must read and accept the policy to acknowledge that they have read and understood the terms of the policy and the rules of conduct for the parent and/or the athlete.

For athletes in Synchronized Skating: At the time of the Team Québec photo session, the team manager provide the Team Québec Coordinator with a completed APPENDIX 4 - SYNCHRONIZED SKATING DECLARATION signed by all parents and athletes acknowledging that they have read and understood the terms of said policy and the rules of conduct for the parent and/or athlete.

6. RULES SPECIFIC TO TEAM QUÉBEC ATHLETES

Specific rules have been established due to the demanding nature of the competitions in which Team Québec members participate, and are based on the following seven (7) core values:

Team Québec Values

- ✓ Respect for others;
- ✓ Well-being, safety and protection for all;
- ✓ Fair and equitable treatment for all;
- ✓ Compliance with laws and regulations;
- ✓ Team spirit;
- ✓ Accountability and self-discipline;
- ✓ Performance and pursuit of excellence.



All Team Québec athletes must, without exception, comply with the following rules or face sanctions.

A. DRESS CODE

Athletes must proudly wear their delegation's colours at all times:

Athletes in Singles-Pairs-Dance: it is mandatory to wear training jackets and winter coats during participation in national competitions. Athletes in singles, pairs, and dance having competed in national and international competitions cannot, under any circumstances, wear Skate Canada apparel during national competitions.

Athletes in Synchronized Skating: it is mandatory to wear training jackets and winter coats during participation in national competitions. Synchronised skating athletes who have participated in national and international competitions must wear the Team Québec winter jacket during national competitions.

Sanctions will be imposed on athletes/teams who do not comply with this rule according to the frequency of warnings (see the document on the rules of conduct).

No modifications, alterations or additions may be made to Team Québec apparel, with the exception of the addition of the Patinage Québec logo patch.

Team Québec apparel

Athletes in Singles-Pairs-Dance are required to purchase a winter coat and training jacket. Other items such as leggings, pants, tank top, short/long-sleeved shirts and vests are optional. Athletes must purchase mandatory clothing items upon Team Québec registration.

Winter coat:	\$200.00	(plus taxes and administration fees);
Training jacket:	\$71.00	(plus taxes and administration fees);
Legging/Pants:	\$55.00	(plus taxes and administration fees);
Tank top:	\$39.00	(plus taxes and administration fees);
Long-sleeved shirt:	\$65.00	(plus taxes and administration fees);
Short-sleeved shirt:	\$40.00	(plus taxes and administration fees);
Vest:	\$119.00	(plus taxes and administration fees);

Only athletes who already have the current Team Québec clothing featuring the most recent logo will be exempt from purchasing the clothing.

Synchronized skaters must purchase a winter coat.



B. MEDICATION

The possession or consumption of illegal drugs is strictly forbidden. Only medication prescribed by a physician and authorized by Skate Canada is permitted. Athletes are urged to inform their Team Québec support staff or managers of any medication they may be taking. Please consult the World Anti-Doping Agency list:

<https://www.wada-ama.org/en/prohibited-list>

The use of any substance intended to artificially enhance an athlete's performance is strictly forbidden. Any athlete who tests positive for any substance will be immediately expelled from the team until the appropriate tests have been carried out by the proper authorities.

C. CLEAN SPORT

All athletes who qualify for the Junior or Senior Team Québec are required to complete the *True Sport Clean* training offered by the Canadian Centre for Ethics in Sport (CCES).

This training is designed for athletes, parents, coaches and chaperones to raise awareness of the importance of values in sport and their responsibilities under the Canadian Anti-Doping Program.

This training must be completed before departure for the Skate Canada Challenge. The certificate must be sent by email to the following address: patinage@patinage.qc.ca.

Please complete your certification via the following link: <https://cces.ca/course-outline>

D. CURFEW

Curfew (the time by which athletes must return to their hotel room) is determined based on the athletes' age and the competition schedule. The curfew must be respected in order to maximize both individual and team performance, and to be considerate of athletes whose competition is not yet finished. Below is the detailed chart:

Before and during competition		After the competition	
13 years and under	9 p.m.	13 years and under	11 p.m.
14 to 15 years old	10 p.m.	14 to 15 years old	Midnight
16 to 18 years old	11 p.m.	16 to 18 years old	1 a.m.
19 years and over	Midnight	19 years and over	2 a.m.



E. AUTHORIZATION TO LEAVE THE HOTEL

Athletes may participate in social activities outside the hotel, provided they request permission beforehand, inform a Team Québec chaperone when leaving and upon their return and comply with the curfew and all applicable rules. When leaving the hotel, athletes must provide a phone number where they can be reached at all times.

F. VISITORS

Team Québec chaperones and team managers may, at their discretion, limit the number of visitors, the frequency of visits and visiting hours in hotel rooms in order to maintain order and ensure an appropriate environment.

When visitors are present, the athlete receiving the visitor must use the door latch to keep the hotel room door partially open.

G. PUNCTUALITY

It is important to be present at the time indicated for events (practices, competitions, transportation). If you are unable to respect the requested time, please notify the person in charge as soon as possible.

H. APPLYING SANCTIONS

Any violation of the *Team Québec Code of Conduct* may result in one or more sanctions, as determined by Patinage Québec management and the lead chaperones. The nature of the sanction(s) will depend on the number and severity of the violations. Possible sanctions include:

1. **A warning letter** with a note in the athlete's file for the next season;
2. **Penalty** to be paid according to the frequency and nature of the violation of the Rules;
3. **Exclusion from financial support programs** – The athlete may be excluded, in whole or in part, from any financial support program offered for the current year by a Québec or Canadian organization;
4. **Expense refund** – The athlete may be required to reimburse Patinage Québec an amount representing all or a percentage of the transportation and accommodation expenses incurred during the competition in which the athlete participated;
5. **Automatic removal**– The athlete may be sent home at his own expense;
6. **Expulsion from the team** – The athlete may be temporarily or permanently excluded from the Québec team.



TEAM QUÉBEC SANCTIONS TABLE (1)

The following sanctions table will serve as a guide to the various reprisals that can be taken in the event of a breach of the code of conduct.

Disciplinary sanctions code (The severity of the sanction will depend on the seriousness of the situation, at the discretion of the committee.)	Minor	Letter of warning
	Moderate	Will result in a fine ofn \$100.00 or \$200.00, depending on the seriousness of the act.
	Severe	Will result in a fine of \$300.00 or more, exclusion or expulsion depending on the seriousness of the act.
Penalty severity levels	Scaled from 1 to 6	

The sanction will remain on the athlete's file for one year, i.e. for the next season.

Example: if the sanction is received during the 2020-2021 season, it will remain on file for the 2021-2022 season, and the file will be revised based on behaviour during the 2022-2023 season.

TEAM QUÉBEC SANCTIONS TABLE (2)

Severity sanctions scale	Sanctions	Problematic situations										
		Respect	Team spirit	Curfew	Authorisations	Visitors	Medication	Responsible coaching mouvement rule	Injury	Alcohol	Tobacco	Cannabis
1	Notice letter	1	1	1	1	1						
2	\$100 fine	2	2	2	2	2	2	2	2			
3	\$200 fine	3	3	3	3	3	3	3	3			
4	\$300 fine	4	4	4	4	4	4	4	4	4	4	4
5	\$400 fine	5	5	5	5	5	5	5	5	5	5	5
6	Exclusion to financial assistance programs	6	6	6	6	6	6	6	6	6	6	6

Note 1: If the athlete's behavior does not improve, sanctions will continue according to the scale of sanctions.

Note 2: The monetary sanction could be refunded to the athlete demonstrates exemplary behaviour over the next season.

Procedure for contesting a sanction

Any athlete may dispute one or more sanctions imposed by submitting a request for review to the Patinage Québec Ethics and Dispute Resolution Committee no later than 30 days following the date of the sanction(s). The review request must be submitted in writing to Patinage Québec's general management and must clearly state the facts and the reasons for the review. Upon receipt of the request for review, Patinage Québec's Ethics and Dispute Resolution Committee will study the request for review and evaluate its merit. The decision rendered is final and without appeal.



7.5 SPECIFIC RULES FOR COACHES AND MANAGERS

A. ACCREDITATION

Please refer to the Skate Canada Coaching Accreditation Policy at the following link:

<https://info.skatecanada.ca/index.php/en-ca/policies/127-coach-accreditation-policy-for-skate-canada-qualifying-events.html>

Coach Accreditation

In Singles-Pairs-Dance-Solo Dance: A maximum of two coaches per entry will be accredited. You must adhere to the two-coach limit when accompanying your skater at practices and during the competition.

In Synchronized Skating: A maximum of two coaches, in addition to one team manager, will be accredited per entry, for a maximum of three accreditations per team.

Team managers are responsible for Team Québec synchronized skating athletes during national competitions. Each team manager is responsible for overseeing and supporting their synchronized skating team throughout the competition.

Patinage Québec requires managers to complete the "[Respect and Sport for Activity Leaders](#)" certification and provide proof of an updated criminal background check.

Failure to comply with the accreditation rules may result in sanctions.

B. ADDITIONAL CONSIDERATIONS

Non-resident coaches who do not work with a Skate Canada club or skating school may be considered for accreditation, provided they submit a valid background screening from their country of origin at the time of competition registration and on-site at the event.

To receive accreditation privileges, non-resident coaches who are not registered and in good standing with Skate Canada must submit valid proof of background screening from their country of origin to safesport@skatecanada.ca before attending a Skate Canada national event.

Please refer to Skate Canada's Accreditation Policy for complete details.

C. INJURY

In the event that a Team Québec athlete incurs an injury, the coach must immediately notify Patinage Québec's High Performance Director. A medical certificate from a doctor, physiotherapist or other specialist will be required. This document should indicate the type of injury and the length of recovery required, as well as the treatments recommended and offered to the athlete.



Patinage Québec reserves the right to have the athlete evaluated by a specialist of its choice before making the decision as to whether the athlete can accompany the team and compete in the competition (Challenge, Trophy and/or Canadian). Patinage Québec reserves the right to substitute an athlete if he or she is not fully fit to compete.

8. SPECIFIC RULES FOR PARENTS

This policy applies to parents of Team Québec athletes. Parents must review the Athlete Code of Conduct and ensure that their child is aware of and understands the rules.

Parents also have rules of conduct to follow. The document is appended to the policy.

A. TEAM QUÉBEC REGISTRATION

Singles-Pairs-Dance-Solo Dance: When registering for Team Québec, a parent or guardian must accompany a skater under the age of 18 to complete the medical questionnaire and the liability waiver.

B. RESPECT IN SPORT FOR PARENTS

To support and educate parents on how to interact respectfully with their children, officials, coaches, and volunteers, Patinage Québec has made the *Respect in Sport* certification for parents mandatory. This training must be completed by either one parent of the athlete or by the athlete themselves if they are under 21 years old. Only one certification is required per athlete's family.

Please complete your certification via the following link:

https://skatecanadaparent.respectgroupinc.com/koala_final/

The cost of this program is \$12.00.

This certification is valid for 3 years.

C. DISCLAIMER

If a parent is unable to be present during transportation and/or accommodation as required under sections 10 and 11 of this policy, they must complete and return the Parental Legal Authorization form found in Appendix 3 of this policy to Patinage Québec.

The parent who is unable to be present must designate another responsible adult, who must also sign the form. The completed and signed authorization must be emailed to patinage@patinage.qc.ca before the athlete's departure.

9. SPECIFIC RULES FOR TEAM LEADERS

Team Québec chaperones are responsible for supporting and overseeing athletes during national competitions. Each chaperone is assigned a specific number of athletes to supervise throughout the competition.



Chaperones report to the High Performance Director. Patinage Québec is responsible for their accommodation and local transportation. Chaperones are provided with a per diem to cover their meals.

A. TEAM QUÉBEC TEAM LEADERS

A Team Québec Team Leader is someone who will create an inspiring team environment with a culture of open communication. This person will provide effective guidance and will be able to supervise, manage and motivate team members on a daily basis. This is the point of reference for all Team Québec members.

Criteria:

- An up-to-date criminal background check;
- Must be a Skate Canada member in good standing;
- Have signed Skate Canada's Code of Ethics;
- Have Respect in Sport certification;
- Must be 18 years of age or older;
- Be proactive and an excellent communicator;
- Must not be a national-level official;
- Not be a coach of athletes or teams participating in a Québec Team qualifying event (subsection, section championships)
- Not be a parent of a Team Québec athlete;
- Not be the brother or sister of a Team Québec athlete.

B. CLOTHING

Team leaders must always wear Team Québec apparel (training jacket or winter coat) when travelling by bus or plane. Only neat black pants may be worn. Evening wear is required for the Canadian National Skating Championships.

C. RENTAL CAR

A vehicle is available for use during emergencies or to purchase supplies for the Team Québec hospitality suite.

D. CELLULAR TELEPHONES

Personal cell phone numbers (athletes, chaperones, managers) must be provided to the Team Québec Coordinator so that you can be contacted if required.

For national competition assignments, ensure that your telephone package includes Internet data and text calls/messages throughout Canada.



10. TRANSPORTATION

This section applies only to transportation provided by Patinage Québec.

A skater under the age of 14 must **be accompanied by a parent** when travelling by air or by bus. However, once at the destination, local transportation (e.g., between the airport and hotel or between the hotel and the unofficial practice arena) may take place without a parent if the athlete is deemed sufficiently independent.

Parents are responsible for ensuring that their athlete has valid travel insurance.

When transportation is provided by bus, a parent who wishes to have their child return home with them rather than use the transportation provided by Patinage Québec must complete the liability waiver. The completed form must be given to the chaperone responsible for transportation.

11. ACCOMMODATION

Patinage Québec is responsible for booking accommodation for athletes participating in singles – pairs–dance– solo dance events.

Any parent with a child under the age of 18 (except for an athlete meeting the exception clause mentioned later in this section) **must accompany** their child for the entire duration of their stay except for travel. If the parent does not travel with the team, they must commit to arriving on the same day as their child, leaving on the same day as their child, and designating a responsible adult in case of need for the period during which the athlete will be alone.

If two athletes under the age of 18 decide to share a room, they must still have the presence of a parent or responsible adult in the room for the entire duration of the athletes' stay.

Athlete accommodation is arranged on a double occupancy basis, except for national team members who may, upon request, have a single room.

Exception clause: An athlete who is at least 16 years of age by July 1 and having participated in Junior or Senior international competitions and having exhibited impeccable behaviour will be able to share a room with another athlete without the presence of a parent in the room.

Coaches: If a coach wishes to stay at the official competition hotel, they are responsible for notifying Patinage Québec before the applicable deadline. The coach must complete the room reservation form available on the Patinage Québec website and submit it by the specified deadline to the chaperone responsible for accommodation, as indicated on the form.



Synchronized skating: For national competitions, the team manager is responsible for making reservations through the services provided by Skate Canada. Team Québec synchronized skating teams must follow the following travel guidelines at all times:

- Encourage accommodation with a member of their team or organization;
- The manager must ensure that all rooms in the hotel are on the same floor and nearby;
- During evening surveillance rounds, ensure that they are carried out by two adults to respect the Rule of Two.
- Team or athlete meetings must not take place in the coach's room. We encourage teams to rent an independent room in the hotel for such meetings.
- To optimize performance and sleep, each athlete must have their own bed at their accommodation. The rule of one skater per bed must be respected, in full compliance with safe sport regulations.

11. TEAM QUÉBEC REGISTRATION FEE: SINGLES-PAIRS-DANCE-SOLO DANCE

Fees charged by Patinage Québec include accommodation and transportation*, access to the Team Québec suite, snacks provided in the suite**, as well as the support of chaperones assigned to assist athletes.

Details regarding the use of the Team Québec suite and the snacks provided will be communicated before the competition.

*These fees cover only accommodation at the competition venue and transportation between the designated meeting point in Montréal and the competition venue. For athletes who train outside the province or more than 350 km from the designated meeting point, individual accommodation and/or transportation arrangements must be made. These arrangements may not exceed the amount normally allocated for accommodation and/or transportation.

**Please note that snacks are primarily provided for athletes as a supplement and are not intended to replace a meal.

A. PRE-NOVICE AND NOVICE CATEGORIES

In accordance with Patinage Québec Policy no. 30, a fee of \$575.00 (plus taxes and administrative fees) is due at the time of registration.

B. JUNIOR AND SENIOR CATEGORIES

In accordance with Patinage Québec Policy no. 30, a fee of \$850.00 (plus taxes and administrative fees) is due at the time of registration.



C. NOVICE, JUNIOR AND SENIOR SOLO DANCE CATEGORIES

In accordance with Patinage Québec Policy no. 30, a fee of \$575.00 (plus taxes and administrative fees) is due at the time of registration.

If a skater qualifies in two different categories, only one Patinage Québec fee is payable, based on the higher of the two applicable fees. However, the skater must pay the Skate Canada competition registration fee for both categories.

D. SENIOR NATIONAL TEAM

Members of the Senior National Team are not required to pay Team Québec registration fees or national competition registration fees (section 12). In addition, Team Québec apparel is provided free of charge to athletes who have won a medal at a Senior World Championship.

E. OPTIONAL CATEGORIES

Should the number of eligible athletes for the Canadian National Skating Championships not be reached, Skate Canada will make certain categories optional for the Skate Canada Challenge. If a skater decides not to participate in the Skate Canada Challenge because his or her category is optional, he or she must notify Patinage Québec within 48 hours of the official announcement of the optional categories and pay the same Patinage Québec fees as the others. There is no discount for optional categories.

12. SKATE CANADA FEES

A. SKATE CANADA CHALLENGE – SKATE CANADA TROPHY

Registration fees for these competitions must be paid when registering for Team Québec. Fees are set annually by Skate Canada and will be communicated as soon as possible.

Junior and Senior Singles, Pairs and Ice Dance: At the 2027 Québec Sectional Championships – Junior and Senior.

Pre-Novice and Novice Singles, Pairs and Ice Dance, and Novice, Junior and Senior Solo Ice Dance: At the 2027 Québec Sectional Championships – Sans Limites to Novice.

B. CANADIAN NATIONAL SKATING CHAMPIONSHIPS

For Single-Pairs-Dance athletes: If the skater qualifies for the Canadian National Skating Championships at Skate Canada Challenge, the entry fee must be paid online. Fees are determined annually by Skate Canada and will be communicated to you as soon as possible.

For Synchronized Skating athletes: Registration fees for this competition must be paid directly to Patinage Québec. Fees are determined annually by Skate Canada and will be communicated to you as soon as possible.



13. ACCOMMODATION INVOICE MANAGEMENT (SINGLES – PAIRS – DANCE-SOLO DANCE)

A. SHARING WITH ANOTHER SKATER:

If a skater decides to share a room with another skater, he/she must provide the name of the other skater when registering for Team Québec, and the room fee will be covered entirely by Patinage Québec.

B. SHARING WITH A FAMILY MEMBER OR OTHERS:

If an athlete chooses to share a room with a family member, Patinage Québec will cover 50% of the room cost. Depending on the hotel's billing arrangements, the portion covered by Patinage Québec will be charged to the master account.

**** Expenses other than lodging that appear on the invoice will be at the parent's expense.**

C. REIMBURSEMENT BY PATINAGE QUÉBEC

If Patinage Québec is unable to charge the 50% portion of the accommodation cost to its master account, the athlete must pay the full amount and submit a copy of the invoice by email to the Team Québec and Programs Coordinator within 30 days of the event.

14. OTHER REFERENCE DOCUMENTS

This policy is supported by the following documents:

- Athlete and Coach Guide;
- Chaperone and Manager Guide (in French only).

15. APPLICATION AND RESPONSIBILITIES

The High Performance and Operations departments are responsible for implementing this policy. The Operations department is responsible for communicating the policy to athletes, parents, coaches, chaperones and team managers, while the High Performance department is responsible for raising awareness of the rules and ensuring compliance with this policy. Finally, the General Manager is responsible for overseeing the handling of complaints and the retention or destruction of complaint records.



APPENDIX 1 – COMPLAINT FORM

I hereby wish to file a complaint against:

Name(s) of person(s) about whom complaint is made

Role or status

Incidents:

Date: _____

Time: _____

Location: _____

Is this the first incident? Yes ☐

No ☐

Frequency: _____

Date: _____

Describe the facts as accurately as possible: _____

If space is insufficient, please complete on a separate sheet.

In light of these events, I consider myself to be a victim of harassment.

Signature: _____

Date: _____



APPENDIX 2 - PARENTS' LEGAL POWER OF ATTORNEY TO PATINAGE QUÉBEC

I/ We, _____
full name(s) of parent(s) of the applicant(s)
Address: _____
street/ city

province / state, country
Phone and _____
E-mail address: telephone _____ e-mail address _____

I/we am/are the parent(s), guardian(s), authorized person(s) having the right of custody, guardianship, right or parental authority of the following athlete:

Name: _____
Complete name of athlete
Date and _____
Place of birth : day/mm/yr _____ city, province / state

I/We authorize the athlete to travel with:

Name and _____
Relationship to athlete: _____
full name of accompanying person relationship with athlete
Phone and _____
E-mail address : phone _____ e-mail address _____

I/We authorize the athlete to travel to the following location(s):

- ☐ 2026-2027 Skate Canada Challenge (JR-SR) – November 26 – 29, 20256 (Winnipeg, Manitoba)
☐ 2027 Canadian National Skating Championships – January 12-17, 2027 (Mississauga, Ontario)
☐ 2027 Skate Canada Trophy – February 3-7, 2027 (Dartmouth, Nova Scotia)

This document must be signed in the presence of a witness who has reached the age of majority.

Signature(s) of the person(s) giving consent Date

Signature of person present during trip Date

Signature of the witness Date



APPENDIX 3 – PARENT CODE OF CONDUCT

Patinage Québec recognizes the important influence parents have on Team Québec athletes, as well as the significant role they play in supporting their athletes. To set a positive example and help ensure the smooth operation of national competitions, parents are also required to comply with a Code of Conduct.

Parent Code of Conduct

Parents have a significant influence on athletes' experiences at competitions and in their training environment. The relationship between an athlete and their parent, as well as the way parents conduct themselves in a skating environment, directly affects the quality of the athlete's experience.

For parents, the athlete's well-being and personal development must take priority over performance and winning.

- Parents must not have unrealistic expectations of their athlete. They recognize that athletes are not professionals, but are developing athletes;
- Parents must make an effort to understand the requirements of skating core programs to ensure that a lack of knowledge does not influence their judgement of coaches' and officials' decisions;
- Parents must conduct themselves in a positive and responsible manner. They should communicate to their child/athlete that the same standard of behaviour is expected of them;
- Parents must respect Team Québec athletes, parents, coaches, team managers and chaperones, as well as officials and individuals from other provinces. They must act courteously and never ridicule an athlete who makes a mistake during a competition. Instead, they should make positive comments that motivate and encourage continued effort;
- Parents must respect all decisions made by officials and encourage athletes and coaches to do the same;
- Parents must refrain from blasphemous, insulting, disruptive, sexist, racist, offensive or disrespectful behaviour or comments. Interactions must be free from hostility or violence, whether physical or psychological;
- Parents, coaches and athletes are considered members of the same team, whose primary focus is the athlete's overall progress and development. The parent's role within this team is



to encourage and support the coach's decisions, support their athlete through their development, and provide whatever is needed to help the athlete succeed;

- Parents must respect the rules established for athletes concerning authorizations for social activities, visitors and the Rule of Two during national competitions;
- The parent will set an example and encourage the athlete to maintain a good balance between skating and their life, make balanced and healthy food choices and subscribe to an active and healthy lifestyle;
- Parents will set a positive example and encourage their athlete to maintain a healthy balance between skating and other aspects of life, make healthy and balanced food choices, and adopt an active and healthy lifestyle.
- Parents must never provide illegal drugs, tobacco or cannabis. Only prescription medications that are permitted by Skate Canada are authorized. Athletes are encouraged to inform Team Québec chaperones or the team manager of any medications they are required to take. Please refer to the World Anti-Doping Agency's Prohibited List: [World Anti-Doping Agency – Prohibited List](#).
- The use of any substance intended to artificially enhance an athlete's performance is strictly prohibited. Any athlete who tests positive will be immediately removed from the team until the appropriate assessments have been completed by the competent authorities.
- Parents must respect the athlete's curfew (the time by which they must return to their hotel room), which is determined based on the athletes' ages and the competition schedule. Curfews must be respected during national competitions to maximize each athlete's individual performance and to respect athletes whose competition has not yet concluded.
- Parents must openly support this Code of Conduct and take steps to ensure that other parents respect and support it as well.
- Parents must comply with the rules established by Skate Canada, Patinage Québec and both levels of government regarding any pandemic-related measures to ensure the safety and well-being of athletes, coaches, volunteers and parents.



APPENDIX 4 – SYNCHRONIZED SKATING DECLARATION

By signing this document, all Team Québec athletes, parents, team managers, chaperones and coaches acknowledge that they have read and understood the Team Québec Policy, including its appendices, and agree to comply with its provisions.

This document must be signed, dated and submitted to the Team Québec and Programs Coordinator when registering for Team Québec at the Sectional Championships.

We, _____ (name and category of the team) hereby acknowledge having received, read and understood the **Team Québec Policy** and its appendices, and pledge to abide by them for the duration of the competition in which we are participating.

Date:

Athlete's name:

Athlete's signature:

Parent's signature:

Athlete's name:

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Athlete's name:	Athlete's signature:	Parent's signature:
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Manager's name:	Manager's signature:
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Chaperone's name:	Chaperone's signature:
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Chaperone's name:	Chaperone's signature:
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Coach's name:	Coach's signature:
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Coach's name:	Coach's signature:
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APPENDIX 5 – CODE OF CONDUCT FOR TEAM QUÉBEC ATHLETES SELECTED FOR CANADA GAMES

The Canada Games Team Rules of Conduct have been established to reflect the demanding nature of the competitions in which Canada Games Team members participate and to support the following seven (7) values:

Canada Games Team Values

- ✓ Respect for others;
- ✓ Well-being, safety and protection for all;
- ✓ Fair and equal treatment for all;
- ✓ Complying with laws and regulations;
- ✓ Team spirit;
- ✓ Accountability and self-discipline;
- ✓ Performance and pursuit of excellence.

1. Scope:

All Team Québec skaters selected for the Canada Games must, without exception, comply with the following rules and may be subject to sanctions for any violation. Their parents, chaperones and coaches who are members of the Team Québec delegation selected for the Canada Games must also review and comply with this Code of Conduct.

2. Respect:

All members of the delegation must conduct themselves in a manner that demonstrates respect for their teammates, chaperones, skaters from other delegations, coaches, officials, volunteers and all other individuals. Any inappropriate behaviour that demonstrates a lack of courtesy or respect toward others will be considered a violation of the Team Québec Canada Games Code of Conduct.

The following behaviours are deemed as unacceptable:

- Harassment (in any form);
- Physical violence;
- Verbal abuse and insults;
- Theft of equipment or damage caused intentionally or recklessly;
- Violation or non-compliance with a provision of a law or regulation.

3. Team spirit:

All members of the delegation are expected to demonstrate strong team spirit and good sportsmanship at all times. Everyone is encouraged to support and cheer on all athletes competing at the event, whether they are representing Team Québec or another delegation. The decisions of officials must also be respected, regardless of whether they are favourable or unfavourable.



4. Dress Code

The Team Québec tracksuit jacket or winter coat must be worn at all times during competition-related activities.

5. Medication:

The use or possession of illegal drugs is strictly forbidden. Only medications prescribed by a physician and authorized by Skate Canada are permitted. Athletes are required to notify the Canada Games Team Manager of any medication they may be taking.

6. Alcohol, tobacco and cannabis:

Alcohol consumption is prohibited for all athletes. The use of tobacco and cannabis in any form is strictly forbidden for all athletes.

7. Curfew:

The curfew (the time by which athletes must return to their hotel rooms) is determined in accordance with the Québec delegation's rules. The curfew must be respected to maximize each athlete's individual performance and to ensure consideration for athletes whose competition ends on Wednesday or Thursday.

8. Reprimands:

In the event of a violation of the present Team Québec Canada Games Code of Conduct, the athlete will be met by on-site team officials. If the athlete is a minor, he or she will be accompanied by a parent or guardian. The athlete is then advised that a letter of reprimand or a monetary penalty of up to one hundred and fifty dollars (\$150.00) may be sent to him or her upon return, without further formalities.

9. File submission:

When meeting with the team manager, the athlete is advised that his or her file will be forwarded to the Canada Games Team Committee, which will determine, within a maximum of thirty (30) days, whether to convene the parties in order to determine and apply additional sanctions, in accordance with the circumstances.

10. Additional sanctions:

In addition to the letter of reprimand or monetary penalty, any violation of the Team Québec Canada Games Rules of Conduct may be subject to one or more additional sanctions, which will be determined by the Canada Games Team Committee members, after duly summoning the athlete and notifying him or her that he or she may be heard at the hearing date. The nature of the sanctions will be determined according to the number of violations committed and their seriousness. Possible sanctions include:



- a) Exclusion from financial assistance programs - The athlete may be excluded, in whole or in part, from any financial assistance program offered for the current year by a Québec or Canadian organization.
- b) Expense reimbursement - The athlete may be required to reimburse Patinage Québec for all or a portion of transportation and accommodation expenses incurred during the competition in which the athlete participated.
- c) Automatic dismissal - The athlete may be sent home at his own expense.
- d) Expulsion from the Team - The athlete may be temporarily or permanently excluded from Team Québec.
- e) Any other sanction deemed appropriate based on the facts in the case.

11. Appeal process:

Any athlete may appeal one or more sanctions imposed by the Team Québec Canada Games Committee by submitting a request for review to the head of the Team Committee or to the President of Patinage Québec, no later than thirty (30) days following the date of the sanction(s). The application for review must be submitted in writing and must clearly set out the facts and the reasons for the revision. Upon receipt of the request for review, a three-person committee, including the head of the High Performance Committee, will be formed to study the petition and assess its merit. The decision of the Committee is final and cannot be appealed.

12. Injury:

In the event of injury to an athlete selected for the Canada Games, the coach must immediately notify the Patinage Québec High Performance Director. A medical certificate issued by a doctor, physiotherapist or other specialist will be required. This document should indicate the type of injury, estimated recovery time required, as well as the treatments recommended and offered to the athlete. Patinage Québec reserves the right to have the athlete evaluated by a specialist of its choice before making the decision as to whether the athlete is able to accompany the team and compete at the games. Patinage Québec reserves the right to substitute the athlete if he or she is not 100% fit to compete.

Note: The Canada Games Team Rules of Conduct form must be signed and dated by the athlete and submitted to Patinage Québec's High Performance Director. If the athlete is under 18 years of age, the signature of a parent or guardian is required.

I, _____ (name of the athlete) hereby acknowledge that I have received, read and understood the Team Québec Canada Games Code of Conduct and agree to abide by all rules included therein for the entire duration of the Games.

Signature - Athlete	Date
Signature - Parent or Guardian	Date