

JUNIOR CURLING **PROGRAM**

Policies & Procedures

Serving Drayton Valley, Brazeau County and surrounding areas.

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This manual is to be used by the Drayton Valley Curling Club members, staff and Board of Directors as a guide.

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Document History
Revision History

Revision Number	Revision Date	Summary of Changes	Author
1	October 2025	New manual, DVCC	Board 2025-2026

This document requires the following approvals:

Name	Date
2025-2026 DVCC Board	October 8, 2025

This document has been distributed to:

Name	Date
Board & Junior Membership, Website	October 2025

Policy Review & Amendments

This policy is reviewed annually by the Drayton Valley Board of Directors. Amendments must be approved by the Drayton Valley Board of Directors. Participants will be notified of any changes in writing.

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1. Purpose & Scope

This document outlines the policies and procedures governing the Drayton Valley Junior Curling Program. It is designed to ensure a safe, inclusive, and enjoyable environment for all youth participants, coaches, parents/guardians, and volunteers.

Applies to all participants in junior programs, including recreational leagues, developmental camps, and competitive teams, typically ages 8-17.

2. Definitions

- **Junior Curler:** A participant under the age of 18 enrolled in the junior program.
- **Coach:** An adult with recognized training and clearance to instruct junior curlers.
- **Guardian/Caregiver:** Legal guardian/caregiver responsible for the child’s registration and conduct.
- **Club:** Drayton Valley Curling Club (DVCC).

3. Eligibility & Registration

- Participants must be aged 8-17 as of December 31
- Registration must be completed online at dvcurling.ca by October 1, 2025.
- All forms, including waiver forms, must be submitted before participation.

4. Fees & Equipment Costs

- Fees are set annually and cover ice time, coaching, equipment usage, and insurance.
- Program fees must be paid in full by October 30, 2025, unless alternate arrangements are approved.
- Optional equipment (brooms, sliders, shoes) may be borrowed.
- Payment plans are available upon request.
- Refunds may be issued within 2 weeks of the start date, minus the membership fee, which is non-refundable
 - Medical/health issues or relocation of the member away from the area will be considered on a case-by-case basis
- For those participating and having paid full season fees, refunds will be 75% of the remaining fee if they request in the first four weeks of the season and 50% of the remaining fee if they request before the Christmas break.

5. Junior Curling Structure

Start Dates/Times will be determined at the beginning of each season and will be communicated via email to registered participants.

Monday Skills

- All participants learn and practice the basic skills of curling, as well as game play, etiquette and rules.
- Juniors will be following a set program on skill development and progression.
- Juniors are placed in one of the following sessions:
- Beginner Juniors
 - Intro to the game of curling and basic skills; Learn to Curl focus
 - Brand new and beginner level curlers
- Intermediate Juniors
 - Refinement of skills, strategy
 - 2+ years of curling experience
 - Commitment to Wednesday Junior League

Wednesday Junior League

- Must be registered in Monday Skills
- Begins 1-2 weeks after Monday Skills
- Focus is on game play and applying skills attained on Mondays
- Participants can register as a team of 4 or as an individual player
 - Teams:
 - Must have 4 committed players
 - Must have one parent committed to being in attendance and on the ice each Wednesday (no curling experience necessary)
- Individual Participants:
 - Will either be listed as spares for Wednesday League or be grouped into teams of 4 depending on registrations
 - If your child is grouped into a team, that team must have at least one committed parent to be in attendance and on the ice each Wednesday (no curling experience necessary)
 - If there are no parent volunteers, the registrants will remain listed as spares

6. Code of Conduct & Fair Play

All participants (including athletes, coaches, parents, and volunteers) are expected to:

- Demonstrate respect, sportsmanship, and courtesy always.
- Follow the "Spirit of Curling" and fair play principles.
- Refrain from bullying, harassment, or discriminatory behavior.
- Respect coaches, officials, peers, and the curling facility.
- Consequences for misconduct may include warnings, suspension, or removal from the program.

7. Safety & Equipment

- **Helmets** are mandatory for all curlers under the age of 12.
- Appropriate footwear (grippers, clean indoor shoes) must be worn on the ice.
- Brooms, sliders, and safety gear must be in good condition and used correctly.

- The club reserves the right to refuse unsafe equipment or attire.
- An adult supervisor must be present at all junior sessions.
- Any injury must be reported immediately to the coach or staff, with an incident form completed.

8. Coaching, Supervision & Ratios

- All coaches must be screened, trained, and have a Criminal Record Check (including a Vulnerable Sector Check) and Child Intervention Check completed
- All volunteers are to be screened and have a Criminal Record Check (including a Vulnerable Sector Check) and Child Intervention Check completed.
- A minimum supervision ratio of 1 adult to 8 participants is required.
- No curler is to be left alone with an adult in a private setting.
- Parents are encouraged to stay during practice sessions unless otherwise notified.
- Coaches must follow Safe Sport guidelines and maintain professional conduct.

9. Program Schedule & Ice Time

- Practices, games, and clinics will follow the published calendar.
- Ice times must start and end promptly.
- If a curler cannot attend, coaches must be notified in advance.
- In the event of cancellation (e.g., weather, ice issues), families will be notified via email.
- Make-up sessions are not guaranteed.

10. Competition & Game Play Rules

- Modified rules may apply (e.g., 4–6 ends for younger age groups, use of lighter rocks).
- Teams should arrive 15 minutes before game time.
- Coaches may assist younger curlers during games, but only between ends or from the sidelines (unless otherwise permitted).
- For league or bonspiel play, substitutions and absences must be communicated ahead of time.
- Game scores and standings may or may not be kept depending on age/division.

11. DVCC Junior Bonspiel Support Policy

To encourage the growth of our club and provide opportunities for junior curlers to participate in competitive events, the Drayton Valley Curling Club (DVCC) offers up to \$100 per junior curler per season to assist with bonspiel registration fees.

Eligibility & Application:

- Open to junior curlers registered with DVCC.
- The support is limited to \$100 per curler per season.

- A request must be submitted in writing to the DVCC Junior Coordinator, including:
- Names of the junior curlers
- The name, date, and location of the bonspiel

Payment Process:

- DVCC may choose to pay the registration fee directly to the hosting curling club or reimburse the parent/guardian, depending on the circumstances.

This initiative is intended to reduce financial barriers and support our juniors in gaining experience and enjoying the sport beyond regular league play.

12. Health, Safety & Well-Being

- All guardians/caregivers must sign the required waiver and advise the Junior Coordinator of any medical issues.
- If a child is unwell, they must stay home.
- At least one adult on the ice must be trained in basic first aid; serious injuries will be referred to emergency services.
- Any head injury will result in immediate removal from play and a concussion protocol assessment.
- The club follows Safe Sport policies and the UCCMS (Universal Code of Conduct to Prevent and Address Maltreatment in Sport). It is recommended that athletes (18+), parents, coaches, volunteers complete the Free Safe Sport Program. For further details visit the site at curlingalberta.ca/safe-sport/

13. Discipline & Dispute Resolution

Purpose

The DVCC Junior Program supports the development of young curlers by promoting teamwork, respect, and communication. This policy applies to junior players, coaches, and parents, and outlines how conflicts should be handled in a constructive and age-appropriate manner.

Process for Junior Curlers and Parents

Step 1: 24-Hour Cool Down

- Players and parents must wait **24 hours** after a conflict or concern before initiating any conversations about it with a coach, player, or volunteer.
- No texts, emails, or in-person discussions should happen during this time unless it is an urgent safety matter.

Step 2: Speak to the Coach (if appropriate)

- After 24 hours, players or their parents may bring the concern to the coach in a respectful manner.

- Coaches will guide the discussion or arrange a short meeting if needed between the involved parties.

Step 3: Contact the Junior Program Coordinator

- If the issue is not resolved with the coach, it may be brought to the **Junior Program Coordinator** for mediation and support.
- The coordinator may include:
 - The player(s)
 - Coach(es)
 - Parent(s)
 - A neutral club representative

Step 4: Submit a Formal Complaint

- If further action is required, a written complaint may be submitted to the **DVCC Board** within 7 days.
- The situation will be formally reviewed, and appropriate steps will be taken.

Expectations for Junior Curlers

- Show respect to teammates, coaches, and opponents at all times.
- Use calm, respectful words when resolving disagreements.
- Ask for help from a coach or adult if a problem cannot be solved.

Expectations for Parents

- Always support and model respectful behaviour.
- Avoid coaching from the stands or becoming involved in player disputes.
- Follow the 24-hour rule before raising concerns.

Support Available

- Coaches, coordinator, and volunteers are available to support junior curlers through team building, communication, and mediation as needed.
- The club encourages positive dialogue and learning from conflict.

Summary

The Drayton Valley Curling Club takes a respectful, measured, and values-based approach to resolving conflicts. We believe conflict can be an opportunity for learning and growth—when handled appropriately. This policy helps ensure that all members, including our youngest curlers, are supported and respected on and off the ice.

14. Insurance, Waivers & Liability

- All participants must sign a liability waiver before participating.
- The club carries general liability and accident insurance for organized activities.
- The club is not responsible for lost or damaged personal property.

15. Communication

- All program communication will be sent via email.
- Program updates, changes, and reminders will be issued regularly.
- Families must provide up-to-date contact information and check messages frequently.
- Any concerns may be directed to the Junior Program Coordinator.



For additional Policies and Procedures of the Drayton Valley Curling Club please refer to the main DVCC Policies and Procedures Manual.

