



HCA Parent Acknowledgement Form

Please ensure the HCA Athletic Permission Forms (Waiver) is signed in addition to this form

The following information includes important policy to review prior to each sporting season. We ask that parents of student athletes review and sign their acknowledgment and acceptance of the following policies to ensure proper communication of these expectations. A copy of this document can be found on the school athletics website for future reference.

By signing the Athletic Permission Forms you and your student athlete agree and accept the guidelines and policies outlined in the Athletic Handbook. A copy of this is available on the school website. This form however outlines important details that may be overlooked in the larger policy document. It has been summarized here for ease of communication.

☐ **Forms(Waiver)**

Parents agree to sign the HCA Athletic Permission Forms each school year. This form must be completed before your child may participate on an athletic team. It is available on School Cash or as a paper copy from the coach/staff sponsor

☐ **Communication:**

Parents agree to communicate effectively with coaches/staff sponsors for the duration of the sport season. This includes:

- Providing an updated email address
- Checking the email address for schedule/game changes and information
- Alerting coaches/staff sponsors of conflicts that would result in their child missing and game or practice
- Alerting coaches/staff sponsors of unforeseen travel delays that result in a late pick up

Below are the expectations around what is acceptable and unacceptable communication between student (or parent) and coaches:

In general the correct line of communication surrounding any issues will be:

- 1. Team staff sponsor, HCA Athletic Director, HCA administration**

****Outside Organizations such as CISAA, ASAA, or Host Schools (tournaments) should never be contacted directly by parents or students. All league/tournament related communication MUST be made by the school Athletic Director.**

Communication Coaches expect from student athletes:

- concerns expressed privately and directly to the coach
- of any schedule conflicts well in advance
- specific concerns in regards to a coach's expectations and/or philosophy

Communication Coaches expect from Parents:

- concerns expressed privately and directly to the coach away from the court setting following a minimum period of 24 hours after an incident occurs
- notification of any scheduling conflicts well in advance
- specific concerns in regard to a coach's philosophy and or expectations

Appropriate Concerns to Discuss with Coaches:

- the treatment of your child mentally or physically
- ways to help your child improve
- concerns about your child's behavior
- any influence that the activity is having on your child's academic performance

Issues Not Appropriate to Discuss with Coaches:

- Playing time (as long as policy for 7/8 and 8/9 is being followed within reason)
- Team strategy (Including players positions)
- Play calling
- Other student athletes

There are situations that may require a conference between the coach and the parent. The following procedures should be followed to help promote a resolution to the issue of concern:

- call and set up an appointment with the **staff sponsor**
- resolution, not confrontation is the best approach
- please do not confront a coach before or after a game or practice - these can be emotional times for both the parent and coach, and our coaches are instructed to walk away from such situations. Consider a minimum period of 24 hours after an incident occurs

The Next Step:

- call and set up a meeting with the Athletic Director, who will involve the school administration if deemed necessary and/or Principal to discuss the situation at this meeting if a resolution cannot be reached, the next step can be determined

The coaches/staff sponsors at Heritage Christian Academy recognize the importance of extra-curricular activities. We provide a program that strives to provide your child with a positive and meaningful experience.

☐ **Parent Misconduct:**

Parents and student athletes who verbally or physically assault a coach/staff sponsor/agent of the board/referees/or other teams players, or do not follow the above guidelines, including the 24 hour rule, can be asked to leave the venue and further action may be taken. In cases where the coach, Athletic Director and administration feel it is appropriate, students may be removed from the team as a result of their parents actions.

This ban or expulsion from Heritage Christian Academy athletic teams can be applied during the students' entire attendance at Heritage Christian Academy. Coaches and staff sponsors have been directed to not engage with parents who are being hostile and not following the above guidelines. The safety and wellbeing of our coaches and staff sponsors are taken very seriously by Heritage Christian Academy.

☐ **Student Eligibility**

Student athletes must be in attendance for the full day of a practice or game in order to participate in that practice or game. Legitimate reasons for an absence, which would allow a student to participate on the same day as the absence are listed in the athletic handbook.

Students who are absent from classes (ex. Phys. Ed class) for a portion of the day for any reason including illness or injury, are not eligible to participate by simply making it to the remaining portion of their classes. **A one game penalty will be enforced for any player who participates when ineligible.**

☐ **Missing Jersey Pieces**

Players or their families will be responsible for the cost of replacement of any uniform damaged or lost while in their possession. **A \$150 fee will be billed to families at the end of the playing season for any missing uniform pieces.**

☐ **Late Pick Up**

Parents need to provide advanced notice of **any late pick ups (30 minutes after game end time)**. Student athletes who consistently are picked up late from practices or games will be at risk of being removed from the team. As a school community, we acknowledge that staff sponsors and coaches have volunteered their time to support our teams and adding on extra supervision due to late pickup of student athletes is unfair and disrespectful of their service and time.

☐ **Participation Fees (\$)**

Fees are billed to family accounts and need to be paid at the beginning of the season **before any competition (before your child may participate in games or tournament)**

Out-of-town tournament accommodation and transportation fees are **NOT** included (as well as any Provincial/Zone tournament fees, hotel, transportation costs)

☐ **Transportation Policy**

Parents agree that it is their responsibility to drive their son/daughter to athletic activities. Parents may not drive other students from HCA to another school for an athletic event unless they are a registered volunteer driver. See handbook for further details.

By signing below you agree to all of the above policies and guidelines as referenced from the Athletic Handbook. You accept that any failure to abide by these policies may result in actions such as limited participation, removal of your child(ren) from athletic teams, and additional fees.

Signed _____ day of _____ month, _____ year

Signature of Parent/Guardian

First name _____ Last name _____



HCA Athletic Forms 2025-2026

To complete this form, you must be over 18 and be the legal parent/guardian of the students listed in Section VIII.

To complete this form, you will need the following information:

- A copy of the HCA Athletic Handbook accessible on the HCA website under "Athletics"
- Contact information for yourself and an emergency contact
- Health history information about the students listed within Section VIII (general information only).
- If you want to transport students to games (other than your children), you will need Vehicle Information, Driver's License and Vehicle Insurance Information

This form will take approximately 15-20 minutes to complete and only needs to be filled out once per family provided that all participating students are listed. This form along with payment for the activity needs to be completed prior to a student commencing competition with school extra-curricular activities.

There are six sections of this form including:

- I. Acknowledgement of Rules for Participation
- II. Parental Consent & Waiver Form
- III. Parent & Emergency Contact Information
- IV. Student Health Information
- V. Parental Transportation Consent
- VI. ASAA/CISAA Agreement

I. Acknowledgement of Rules

HCA Athletics requires that families agree to the rules and conditions of policies within the Athletic Handbook. A student may not participate on any extra-curricular team until these rules and conditions are satisfied.

By signing below, we have reviewed the Athletic Handbook and understand the rules and guidelines. We will support these rules and guidelines in spirit, attitude and action. We will abide by all of Heritage Christian Academy's athletic rules and guidelines in word, action and deed. We agree that the transportation of the above student is the responsibility of our family. In the event that we are unable to transport the student to and/or from a competition or practice, we will make appropriate arrangements ahead of time and offer to compensate other families who frequently drive. We also agree to be responsible for the care and safe return of all athletic equipment and uniforms issued by the school to the students registered in this form. I agree to replace any item that is damaged or lost while in our possession.

II. Parental Consent and Waiver Form

1. I am the parent/guardian of, and have full legal responsibility for decisions regarding, my minor child/children listed later in this form.

2. It is my wish that my child participate on athletic teams operated by Heritage Christian Academy for the 2024-2025 school year and I acknowledge that I have read and understand the contents of the Heritage Christian Academy Athletic Handbook and have attended or will attend the Parent Meetings, which together set out the details of the season and rules and guidelines for students and parents in regards to Heritage Christian Academy Athletic Teams, and I consent to and give permission for my child to participate on these teams and related activities.

3. I hereby acknowledge and agree that educational activities, such as participating on athletic teams, involve an element of risk and that loss, damage, injury or death can occur while participating in these activities.

4. I further acknowledge and agree that loss, damage, injuries or death can occur without any fault of the student, Heritage Christian Academy, the Heritage Christian Education Society, the Palliser Regional School District, its Directors, employees, volunteers or agents. I hereby freely accept and assume all risks associated with the participation of my child on athletic teams operated by Heritage Christian Academy. In consideration for my child's voluntary participation on these teams, I hereby waive any and all claims, expenses, demands, costs, suits, liabilities and causes of action against Heritage Christian Academy, the Heritage Christian Education Society, the Palliser Regional School District, its Directors, employees, volunteers or agents, which may arise out of such injury or loss or damage, including those arising from their negligence, and I release Heritage Christian Academy, the Heritage Christian Education Society,

the Palliser Regional School District, its Directors, employees, volunteers and agents from any liability in that regard, whether caused by their negligence or otherwise.

5. I accept and agree that it is my child's responsibility to abide by all laws and obey all rules set out for the season, including the Heritage Christian Academy Code of Conduct, while participating on the these teams and any related activities. I agree that the supervisors of the these teams may require my child to return home if a breach of those rules occurs and I agree to be responsible for and pay any and all costs which may arise as a result.

6. In consideration for my child's voluntary participation on these teams and any related activities, I further agree to indemnify and save harmless Heritage Christian Academy, the Heritage Christian Education Society, the Palliser Regional School District, its Directors, employees, volunteers and agents from any and all expenses, costs (including legal costs) or financial obligations arising from any suits, demands, claims, actions of any kind which may be brought against its Directors, employees, volunteers or agents for which they may become liable by reason of any loss, damage, injury or death resulting from, or occasioned to or suffered by any person or any property as a result of any act, neglect or default of myself or my child.

7. I acknowledge that it is my responsibility to advise Heritage Christian Academy of any medical and/or health concerns which may affect my child's participation on these teams and related activities.

8. I acknowledge and agree that a teacher chaperone, supervisor and/or designate may take any actions deemed necessary by the teacher chaperone, supervisor and/or designate for my child's health, safety and well-being during the season including the securing of medical treatment and transporting my child home (at my expense).

9. [If travelling outside of Alberta] I acknowledge that it is my responsibility to obtain any additional insurance (including, but not limited to, health care, trip cancellation, property or personal effects insurance, accidental death, disability or dismemberment or medical expense insurance) on behalf of my child.

10. I acknowledge and understand that Heritage Christian Academy, the Heritage Christian Education Society and the Palliser Regional School District is unable to provide insurance coverage for death, injury, damage or medical expenses arising directly or indirectly, in whole or in part, out of terrorism or out of any activity or decision of a government agency or other entity to prevent, respond to or terminate terrorism. In consideration for my child's voluntary participation on these teams, I hereby waive any and all claims of every kind that I have or may have in the future and hereby release and hold harmless Heritage Christian Academy, the Heritage Christian Education Society, the Palliser Regional School District, its Directors, employees, volunteers and agents from any liability for any death, bodily injury,

property damage or personal injury to my child or myself that may arise, directly or indirectly, in whole or in part, on account of terrorism or decisions of a government agency or other entity to prevent, respond to or terminate terrorism, regardless of any other contributing or aggravating cause or event.

11. In consideration for my child's voluntary participation on these teams, I further agree to indemnify and hold harmless Heritage Christian Academy, the Heritage Christian Education Society, the Palliser Regional School District, its Directors, employees, volunteers and agents from any and all expenses, costs (including legal costs) or financial obligations arising from any suits, demands, claims, actions of any kind which may be brought against its Directors, employees, volunteers or agents for which they may become liable by reason of any injury, loss, damage or death resulting from, or occasioned to or suffered by any person or any property as a result of any Act of God, strikes or government restrictions and for acts or omissions of any persons or agencies not directly controlled by Heritage Christian Academy, the Heritage Christian Education Society and the Palliser Regional School District, including, without limitation, airlines, bus companies, railways, travel agencies, shipping companies, hotels or guides.

12. I hereby acknowledge that I have read and understand the foregoing and do hereby approve and consent to all of the above. I hereby give permission for my child to participate on the athletic teams operated by Heritage Christian Academy for the 2024-2025 school year.

13. Photo/Video Release: By accepting a spot on any athletic team you and your child are giving Heritage Christian Academy permission to share or post photo and/or video of athletic activity. This content may be used in the yearbook, on the website, social media, or other marketing/community activities representing Heritage Christian Academy. If this is not agreeable please contact the main office at 403-219-3201 to request an exemption.

III. Parent and Emergency Contact Information

Parent/Guardian 1 Name: _____

Parent/Guardian 1 Phone Number: _____

Parent/Guardian 1 Email Address: _____

Parent/Guardian 2 Name: _____

Parent/Guardian 2 Phone Number: _____

Parent/Guardian 2 Email Address: _____

Emergency Contact Name: _____

Emergency Contact Phone Number: _____

IV. Student Health Information (Include all children you will be signing for)

Child's Name	Grade	Past Health History or Injuries

V. Parent Transportation Consent

The requirements for an approved driver:

1. The volunteer driver must be at least twenty-one (21) years of age and not over sixty-five (65) years of age.
2. The volunteer driver must be the owner and operator of the motor vehicle and be in possession of a valid Class 5 Alberta driver's license.
3. The volunteer driver must notify his/her insurance company of his/her intention to use their automobile and act as a volunteer driver for the Palliser Regional Schools activity. A minimum of two million dollars (\$2,000,000) public liability and property damage insurance coverage must be in force on the automobile before the vehicle can be used to transport students.
4. The volunteer driver shall complete the Volunteer Automobile Driver Authorization Form available in the Athletic Handbook.
5. The volunteer driver shall provide a current driver's abstract and criminal record check, including a vulnerable sector check. No further renewals are required unless the volunteer is aware of a change, in which case the volunteer driver has the obligation to inform the school principal.
6. The principal shall be the approving authority for this type of transportation arrangement.
7. Students are not permitted to transport other students or to act as "trip drivers."

- ☐ I give permission for my child/children to ride to school-sanctioned events with volunteer drivers (parents or staff) that have been registered with the school?

VI. ASAA/CISAA Agreement

HCA Athletics participates under the jurisdiction of the Alberta Schools' Athletic Association (ASAA) and the Calgary Independent Schools' Athletic Association (CISAA). As such, student athletes must comply with bylaws and policies of the ASAA and CISAA in order to represent HCA Athletics. Please check the question beneath to agree that all students will comply with these bylaws and policies.

ACKNOWLEDGMENT AND AGREEMENT

WHEREAS the Alberta Schools' Athletic Association ("ASAA") is a voluntary, non-profit organization that has been established to coordinate a program of worthwhile athletic activities for the young people of Alberta in an educational setting;

AND WHEREAS Heritage Christian Academy is one of more than 370 member high schools which together ultimately determine the policy of the ASAA through representation on the Board of Governors of the ASAA;

AND WHEREAS Heritage Christian Academy is also a member of Calgary Independent Schools' Athletic Association (CISAA) which also has Bylaws, Rules and Policies which govern the participation of Heritage Christian Academy in athletic activities

AND WHEREAS it is not in the best interests of any of the student athletes who are served by the work of the ASAA and CISAA for them to spend resources responding to court applications brought by individual student athletes, their parents or guardians;

We, [Student and guardian], acknowledge and agree as follows:

1. We have had an opportunity to review the Bylaws and Policies of the ASAA and CISAA which are available for our review at:

-- <http://www.asaa.ca>

-- <http://leaguelineup.com/welcome.asp?url=isaasr>

2. We will accept the outcome of any appeal process available through the ASAA or CISAA regarding any matter concerning me or any other athlete registered as a student at Heritage Christian Academy as final and binding on us.

3. We acknowledge that any application for a review of an outcome of an appeal process of the ASAA or CISAA by a Judge in a court of law must be brought by the administration of Heritage Christian Academy and not by us.

4. Heritage Christian Academy's Membership in the ASAA and CISAA is a privilege and not a right.

5. We, authorize Heritage Christian Academy to provide a copy of this document to the ASAA and CISAA to use or publish in any manner they see fit.

Name of Parent _____

Name of Student 1 _____

Name of Student 2 _____

Name of Student 3 _____

Name of Student 4 _____

We agree to follow the ASAA and CISAA bylaws and policies as listed on their websites when representing Heritage Christian Academy.

I hereby acknowledge that I have read and understand the foregoing and do hereby approve and consent to all of the above. I hereby give permission for my child to participate on the athletic teams operated by Heritage Christian Academy for the 2024-2025 school year.

First name : _____ Last name : _____

Signature: _____

Date : _____ day of _____ month, _____ year

Thanks for filling out the forms for participation in Athletics!

Go Hawks!

