

Parkland Athletic Club Billet Program Outline

Responsibilities

PAC

- Maintain a list of qualified billet families
- Match billets up with most appropriate family
- Act as a support for answering questions and resolving potential issues
- Arrange a discount program for billet families (Ex. 10% off at Save On Foods)

Billet Family

- Complete Billet Family Intake Questionnaire
- Provide a Criminal Record Check + Vulnerable Sectors Check for all Adults in the household
- Provide a safe, inclusive, healthy and family-oriented environment
- Provide billet with own bed, area to store clothing & personal effects, space for completing schoolwork
- Communicate with parents regarding any concerns
- Provide nutritious meals and snacks taking into account any dietary restrictions or allergies
- Ensure player is completing required schoolwork & attendance at all school events
- Arrange rides to all team events, school, required medical appointments
- Assist player with accessing emergency medical services when required, act as the player's guardian until the parents can be present
- Have a knowledge of billet's medical conditions and provide assistance where required (ex. treatment of low blood glucose for player with diabetes)
- Ensure billet's equipment is in good condition, assist with urgent equipment replacement needs. Ensure routine skate sharpening as per player's preference.
- Escalate any concerns to PAC

Billet (i.e. Player)

- Participate in billet family activities
- Be respectful of billet home & possessions
- Participate in household chores (ex. Cleaning up room, bathroom, empty garbage, dishes, shovel snow, walk the dog, etc.)
- Do own laundry
- Communicate needs to billet parents (medical, nutritional, etc.)
- Prepare own lunches, snacks and assist with meal prep and clean up

- Attend all school events
- Attend all team events
- Report any concerns to parents and/or PAC

Player Parents/Guardians

- Complete Billet Needs & Preferences Questionnaire
- Provide payment of \$500/month to the Billet family on the first of each month via e-transfer
 - Failure to pay the monthly billet fee will result in the player being removed from team activities until such time that the fees are paid
- Enroll player in school
 - Be the primary contact for the school
 - Ensure Billet family is listed as alternate guardian for pick up and emergencies
- Work with Billet family to arrange required appointments (ex. Physio or doctor)
- Be primarily responsible for ensuring the player has equipment in good working order
- Cover all incidental costs (equipment, spending money for leisure activities, clothing & shoes, etc.)
- Communicate frequently with billet family
- Report any concerns to billet family and/or PAC

Costs

The costs covered in the Monthly Billet Fee include:

- Room “rent”
- All utilities
- Wifi/internet
- Meals and snacks
- Transportation to necessary activities (ex. School, team or medical)

If a billet is not living with the host family for a full calendar month, the fee will be pro-rated to the nearest week.

Ex. Billet player arrived with host family on September 15th, the September fee would be \$250 for the remaining 2 weeks of that month.