West Kelowna Minor Football Association

Registration Terms and Conditions

By registering a child with West Kelowna Minor Football Association ("WKMFA" or the "Association"), the parent or legal guardian completing the registration confirms that they have read, understood, and agree to the following Terms and Conditions.

1. Parent or Guardian Authority

The individual completing the registration confirms that they are the parent or legal guardian of the registered participant, or otherwise have the legal authority to register the participant and provide the acknowledgements and consents contained in these Terms and Conditions.

The parent or guardian confirms that all information submitted during registration is complete and accurate.

2. Participant Eligibility

- Participants must meet the age, residency, division, and other eligibility requirements established by WKMFA, Football BC, and any applicable league or governing body.
- WKMFA reserves the right to request documentation confirming a participant's age, residency, eligibility, or insurance status.
- Placement within a specific team, division, position, or roster is not guaranteed.

3. Registration Fees

Registration is not considered complete until all required registration fees have been paid or an approved payment arrangement has been made.

Additional fees may apply for items including, but not limited to:

- Football BC membership or insurance;
- tournaments;
- travel;
- replacement equipment;
- optional apparel;
- team activities; and
- other costs not specifically included in the registration fee.

Football BC insurance or membership fees are separate from WKMFA registration fees where applicable.

4. Refunds and Withdrawals

- Refunds will be administered according to the refund policy published by WKMFA for the applicable season.
- Any non-refundable fees charged by Football BC, payment processors, leagues, suppliers, or other third parties are non-refundable where applicable.
- Once uniforms, apparel, equipment, or other participant-specific items have been ordered, the cost of those items may be non-refundable.
- Requests to withdraw must be submitted to WKMFA in writing.
- No refunds will be issued for voluntary withdrawals after registration closes, except in exceptional circumstances approved by WKMFA. Please refer to Section 9 (Attendance) for the voluntary and involuntary withdrawal procedures.

5. Schedule Changes

Practice times, game times, locations, tournaments, and other scheduled activities may change throughout the season.

Changes may occur because of:

- field availability;
- facility closures;
- weather;
- air quality;
- league scheduling;
- coach availability;
- unforeseen circumstances; or
- decisions made in the interest of participant safety.

Registration does not guarantee a specific number of practices, games, or playing dates.

WKMFA will make reasonable efforts to communicate scheduling changes to families.

6. Player Conduct

Players are expected to demonstrate appropriate sportsmanship, respect, self-control, and behaviour at all WKMFA practices, games, and Association activities.

Players must:

- treat teammates, coaches, officials, volunteers, opponents, and spectators respectfully;
- follow instructions provided by coaches and Association representatives;
- comply with team, Association, and league rules;
- refrain from bullying, harassment, discrimination, threatening behaviour, or physical misconduct; and
- respect facilities, equipment, and Association property.

Practice Behaviour – Two-Warning Policy

WKMFA uses a **two-warning policy during practices** for disruptive behaviour.

When a player's behaviour is interfering with practice, coaching, player development, or the ability of other players to participate safely and effectively:

1. The player will receive a **first warning** and an opportunity to correct the behaviour.
2. If the behaviour continues, the player will receive a **second warning**, the player may be asked to sit out a portion of practice and/or game.
3. If disruptive behaviour continues after two warnings, the player may be **asked to leave the practice** for the remainder of that session.

Parents or guardians may be contacted where a player is repeatedly disruptive or is asked to leave a practice.

Repeated behavioural concerns may result in additional disciplinary action, including suspension from practices or games, or removal from the program where appropriate.

Zero Tolerance for Intentional Acts of Harm

WKMFA has **zero tolerance for intentional acts intended to physically harm, intimidate, humiliate, or embarrass another player, coach, official, volunteer, or participant.**

This includes non-football acts such as:

- punching;
- kicking;
- head-butting;
- striking another person;
- deliberately tackling a player outside the normal course of play;

- intentionally blocking, hitting, or tackling a defenseless player for the purpose of causing injury or embarrassment;
- fighting;
- retaliation; or
- any other deliberate act intended to cause physical harm.

The two-warning policy **does not apply to intentional acts of violence or deliberate physical harm**.

A player involved in such conduct may be immediately removed from the practice, game, or Association activity and may be subject to further disciplinary review by WKMFA.

Depending on the seriousness of the incident, disciplinary action may include suspension from practices or games, notification of a parent or guardian, referral to the applicable league or governing body, or removal from the program.

Normal football contact occurring within the rules of the sport will not be considered an intentional act of harm solely because contact or injury occurred.

7. Parent and Spectator Conduct

- Parents, guardians, and spectators are expected to support a safe and positive environment for youth athletes.
- Abusive, threatening, discriminatory, or inappropriate behaviour directed toward players, coaches, officials, volunteers, other families, or opposing teams will not be tolerated.
- WKMFA reserves the right to restrict or remove individuals from Association activities where necessary to protect participants, volunteers, officials, or the integrity of the program.

8. Playing Time and Team Decisions

Tackle Football

For tackle football, WKMFA follows a **10-play minimum participation rule**. Each eligible player is expected to participate in a minimum of **10 plays per game**, subject to applicable league rules, player safety, injury, disciplinary action, attendance, or other circumstances that may reasonably prevent participation.

The 10-play requirement establishes a minimum level of participation only and does not guarantee equal playing time, a specific position, starting status, or participation beyond the required minimum.

Flag Football

Flag football teams generally have smaller rosters, and WKMFA's goal is to provide players with **balanced and generally equal opportunities to participate** throughout each game.

Coaches will make reasonable efforts to rotate players and provide meaningful playing opportunities at different positions whenever appropriate.

Equal playing time does not mean that every player is guaranteed the exact same number of plays, possessions, touches, or time on the field in every game.

For both tackle and flag football, playing time and coaching decisions may consider:

- attendance;
- effort;
- player development;
- safety;
- injury or medical considerations;
- conduct and sportsmanship;
- understanding of assignments and positions;
- position requirements;
- competitive or game circumstances; and
- team needs.

Coaching, roster, positional, and playing-time decisions remain at the discretion of WKMFA coaches, subject to WKMFA participation requirements and applicable league rules.

The **WKMFA Board will not routinely interfere with individual coaching decisions**. However, the Board retains responsibility for the oversight of Association programs and may request clarification, an explanation, or additional information from a coach

regarding any coaching, roster, playing-time, disciplinary, safety, or team-management decision when the Board considers it appropriate.

A request for clarification or explanation by the Board does not necessarily mean that a coaching decision will be changed. The purpose of Board review is to ensure that decisions are consistent with WKMFA policies, player safety, fair treatment, and applicable league or governing-body requirements.

9. Attendance

Participants are expected to attend scheduled practices, games, and team activities whenever reasonably possible.

Parents or guardians should notify the coaching staff when a participant will be absent.

Repeated unexplained absences may affect playing time, roster decisions, or participation in certain activities.

Voluntary Withdrawal

A parent or guardian may withdraw their child from the program at any time by notifying WKMFA in writing. Once registration has closed, **no refund will be issued** for a voluntary withdrawal, except in exceptional circumstances approved by WKMFA.

A player who voluntarily withdraws may request to return during the same season; however, **reinstatement is not guaranteed** and is subject to available roster space, Association approval, and applicable eligibility requirements.

Involuntary Withdrawal – Unexplained Absence

A player who has not attended any scheduled practices or games for **more than three consecutive calendar weeks**, without communication from their parent or guardian to the coaching staff or WKMFA, may be considered to have withdrawn from the program.

Before removing the player from the roster, WKMFA will make a reasonable attempt to contact the parent or guardian using the contact information provided at registration and provide an opportunity to explain the absence.

If no response or acceptable explanation is received, WKMFA may confirm the player's involuntary withdrawal. The player will then be removed from the roster and will not be eligible to participate for the remainder of that season, except where reinstatement is expressly approved by WKMFA.

Communicated Absences and Exceptions

WKMFA recognizes that players may miss practices or games due to **injury, illness, family circumstances, or other commitments**. These absences will not automatically result in involuntary withdrawal where the parent or guardian has communicated the circumstances to the coaching staff or WKMFA in advance, whenever reasonably possible.

WKMFA may consider exceptions when advance notice was not reasonably possible. Families are expected to maintain communication about extended absences and any anticipated return date.

10. Health and Medical Information

Parents and guardians are responsible for informing WKMFA of any medical condition, allergy, injury, medication requirement, accessibility need, or other circumstance that could reasonably affect the participant's safe participation.

Parents and guardians must update WKMFA if this information changes during the season.

Participants should not participate when injured, ill, or otherwise medically unable to safely take part.

WKMFA reserves the right to require medical documentation, including written clearance from an appropriate health-care professional, before permitting a participant to return to practices, games, or other Association activities following an injury or medical event.

11. Concussion and Injury Protocols

Football involves physical activity and carries an inherent risk of injury, including the risk of concussion and other head injuries.

WKMFA will maintain a **Concussion Policy and Return-to-Play Protocol** for its football programs. Before a player is permitted to compete in any WKMFA game or other competitive activity, a parent or legal guardian must review and sign the required

concussion policy acknowledgement and any related documentation required by WKMFA, Football BC, or an applicable governing body.

A player will **not be permitted to compete until the required concussion documentation has been completed and received by WKMFA**.

Parents, guardians, players, and coaches are expected to comply with all applicable concussion-recognition, removal-from-play, return-to-sport, and injury-management protocols established by WKMFA, Football BC, league governing bodies, or applicable provincial requirements.

Any player who is suspected of having sustained a concussion or significant injury may be immediately removed from participation and must not return to play where doing so would be contrary to applicable concussion, safety, or medical protocols.

Injury Reporting

WKMFA coaches are required to report **all injuries that occur during league-sanctioned practices and/or games** to the appropriate WKMFA personnel.

Injury reports may include, where appropriate:

- the participant involved;
- the date and location of the incident;
- the nature of the injury or reported symptoms;
- the circumstances surrounding the incident;
- any immediate action taken;
- whether emergency medical assistance was requested; and
- any known return-to-play restrictions.

Parents or guardians are also expected to promptly advise WKMFA of any injury, medical diagnosis, concussion symptoms, or medical restriction that may affect their child's ability to participate safely.

Medical Clearance and Return to Participation

WKMFA reserves the right to request and require appropriate medical documentation, including written clearance from a qualified health-care professional, before a player may resume practices, games, or other football activities following an injury, suspected concussion, or other medical concern. When requested, this documentation must be provided to WKMFA before the player returns to participation.

Where medical documentation, clearance, or a graduated return-to-play process is required, the participant must satisfy those requirements before returning to participation. WKMFA may delay a player's return until the required documentation is received and applicable safety protocols are met.

A coach, volunteer, parent, or player may not override a WKMFA, Football BC, league, or medically required return-to-play restriction.

Player safety will take priority over participation in practices, games, tournaments, or other Association activities.

12. Acknowledgement of Risk

The parent or guardian acknowledges that participation in football and related athletic activities involves inherent risks.

These risks may include, but are not limited to:

- falls;
- collisions;
- contact with other participants;
- muscle, ligament, or joint injuries;
- fractures;
- dental injuries;
- head injuries;
- concussions;
- equipment-related injuries;

- weather-related illness; and
- other injuries associated with athletic participation.

For tackle football, these risks may be greater because intentional physical contact is part of the sport.

By registering, the parent or guardian acknowledges these inherent risks and voluntarily chooses to allow the participant to take part.

Nothing in these Terms and Conditions is intended to waive rights that cannot legally be waived under applicable law.

13. Emergency Medical Treatment

If a participant becomes injured or ill and the parent or guardian cannot immediately be reached, the parent or guardian authorizes WKMFA coaches, volunteers, or representatives to obtain reasonable emergency medical assistance for the participant.

This may include contacting emergency medical services.

Parents and guardians remain responsible for medical costs not otherwise covered by insurance.

14. Insurance

Participants may be required to maintain current Football BC membership and insurance coverage before participating.

It is the responsibility of the parent or guardian to ensure all required insurance or membership requirements are completed.

WKMFA's insurance coverage does not necessarily replace private medical, extended health, travel, dental, or other insurance maintained by individual families.

15. Equipment

Where WKMFA provides equipment, the participant and parent or guardian are responsible for taking reasonable care of it.

Equipment must be returned:

- in reasonable condition;
- by the deadline established by WKMFA; and
- when requested by the Association.

Normal wear and tear is expected.

Parents or guardians may be financially responsible for equipment that is lost, intentionally damaged, or not returned.

Separate equipment agreements or equipment bonds may apply.

16. Uniforms and Apparel

Uniforms or apparel included with registration may be subject to supplier availability, production timelines, and sizing limitations.

Once customized or participant-specific apparel has been ordered, exchanges or refunds may not be available.

WKMFA cannot guarantee exact sizing where apparel is produced based on information submitted by the registering family.

17. Photography and Video

WKMFA may photograph or record games, practices, tournaments, ceremonies, and Association events.

Where consent has been provided, photographs or video may be used for purposes including:

- the WKMFA website;
- Association social media;
- promotional materials;
- sponsor recognition;
- newsletters;
- registration campaigns; and
- community promotion.

Families who do not consent to promotional photography or video should indicate this during registration or notify WKMFA in writing.

WKMFA will make reasonable efforts to honour photography restrictions but cannot control photography or recordings taken independently by spectators, media, opposing organizations, or members of the public at public events.

18. Personal Information and Privacy

WKMFA collects personal information reasonably required to administer its programs.

This may include:

- participant and parent contact information;
- birthdate;
- emergency contacts;
- medical or accessibility information;
- registration information;
- team placement information; and
- payment records.

Information may be shared where reasonably necessary with Football BC, leagues, coaches, team administrators, insurers, tournament organizers, or service providers responsible for administering Association programming.

WKMFA will take reasonable measures to protect personal information and will use it only for legitimate Association purposes or as otherwise permitted or required by law.

19. Electronic Communications

By registering, the parent or guardian agrees to receive operational communications from WKMFA relating to their child's participation.

These communications may include:

- schedules;
- game information;
- practice updates;
- cancellations;
- equipment information;
- volunteer requests;
- registration information;
- safety notices; and
- Association announcements.

Operational communications may be sent by email, text message, team-management platform, or other electronic communication methods used by WKMFA.

20. Volunteer Requirements

WKMFA is a community-based non-profit organization that relies heavily on volunteers.

Families may occasionally be asked to assist with activities such as:

- concessions;
- field setup;
- equipment;
- fundraising;
- tournaments;
- team operations; and
- Association events.

Any mandatory volunteer requirements for a particular season will be communicated separately.

21. Weather, Air Quality and Facility Closures

WKMFA may cancel, relocate, postpone, or modify activities because of unsafe weather, poor air quality, field conditions, facility closures, or other safety concerns.

Safety decisions may be made by WKMFA, facility operators, municipalities, leagues, officials, or governing bodies.

Cancelled activities are not automatically eligible for refunds or credits.

22. Cancellation or Modification of Programs

WKMFA reserves the right to modify, combine, postpone, relocate, or cancel divisions, teams, seasons, or programs when circumstances reasonably require it.

If WKMFA cancels an entire program before it begins, the Association will determine an appropriate refund or credit after accounting for non-refundable expenses already incurred.

23. Removal from Program

WKMFA reserves the right to suspend or remove a participant or family from Association programming for serious or repeated violations involving:

- safety;
- misconduct;
- harassment;
- abuse;
- bullying;
- non-payment;
- deliberate damage;
- violation of league or Association rules; or
- behaviour that materially interferes with the operation of the program.

Refund eligibility following removal will be determined according to WKMFA policy and the circumstances involved.

24. Governing Rules

Participants and families agree to follow applicable:

- WKMFA policies;
- Football BC rules and policies;
- league rules;
- facility rules;
- Safe Sport requirements; and
- applicable provincial and federal laws.

Where there is a conflict between these Terms and Conditions and a mandatory requirement imposed by Football BC or another governing body, the governing body's requirement will apply.

25. Electronic Acceptance

By selecting the registration acknowledgement box, signing electronically, submitting registration, or making payment, the parent or guardian confirms that they:

- have read these Terms and Conditions;
- understand the conditions of participation;
- have had the opportunity to ask questions;
- confirm the registration information provided is accurate; and
- agree to these Terms and Conditions on behalf of themselves and the registered participant.