

COMITÉ DE KICKBOXING AMATEUR COUNCIL OF AMATEUR SPORT KICKBOXING



Policy Manual

The following document outlines the policies that govern all programs, services and operations and membership requirements of the Council of Amateur Sport Kickboxing Incorporated.

*Throughout this document the acronym **CASK** will be used for legal name of the organization: **Council of Amateur Sport Kickboxing Incorporated**.*

No reproduction (print or electronic) is permitted without the express written permission of the Council of Amateur Sport Kickboxing Inc.

2009 Revised Edition

COMITÉ DE KICKBOXING AMATEUR COUNCIL OF AMATEUR SPORT KICKBOXING

MISSION

The Council of Amateur Sport Kickboxing / Comité de Kickboxing Amateur (CASK) will be the national leader in promoting excellence in the sport of amateur kickboxing through events, courses, and certification of athletes, coaches, and officials.

Center of Excellence

CASK is dedicated to the highest level of excellence in the planning, implementation and review of each of its programs and operations. The effort is to build upon any successes and always look for areas of improvement and systems growth.

Focus on Safety and Health

CASK has established the highest safety standards to ensure the well being of all athletes, coaches, and recreational participants involved in amateur kickboxing.

Industry Leader

CASK strives to be a leader within the sport martial arts/kickboxing/Thai boxing industry. This goal will be realized through the core objective of meeting the needs of all stakeholders within the industry including school/gym owners, coaches, event coordinators, all levels of athletes, and volunteers.

Fostering Cooperation

CASK will work openly with all individuals and groups committed to the cooperative growth of amateur kickboxing/Thai boxing. A fundamental principle of CASK is to foster a cooperative framework within the sector.

Demonstrating Ethics and Values

CASK is committed to upholding the highest ethical principles in all of its operations and events. All CASK leaders will demonstrate appropriate conduct, positive attitudes, and will always work to create an environment that is respectful, safe, healthy and discrimination and harassment free.

Worldwide Presence

CASK will be internationally known for its domestic operations and development of national amateur teams. CASK will network and affiliate itself with sanctioning bodies, national organizations, and event promoters committed to the principles and values of the organization.

Table of Contents

Introduction

Definitions

I. Program Policies

- A. Provincial/Territorial Affiliates
- B. Clubs
- C. Officials
- D. Coaches
- E. Competitive Members
- F. Non-competitive Members
- G. Event Coordinators
- H. Expenses - Officials
- I. Sanctioning Events
- J. Single Bout Format Competitions
- K. Tournament Format Competitions
- L. International Tournaments
- M. National Teams
- N. Administration
- O. Rankings/Titles

II. Operational Policies

- A. Discipline/Appeals
- B. Harassment
- C. Sexual Harassment
- D. Reporting Harassment
- E. Discrimination
- F. Gender Equity
- H. Suspension – Competitions
- I. Privacy
- J. Police Screening

Appendix

Fees

Code of Conduct – Officials

Code of Conduct – Coaches

Code of Conduct – Athletes

Introduction

The Council of Amateur Sport Kickboxing (CASK) is dedicated to ***promoting excellence in amateur sport kickboxing and Thai Boxing in Canada***. This is the fundamental mission of our organization and is reflected in all of the programs and services administered by CASK.

To strive for constant excellence requires research and development, continuous innovation, and regular review of all aspects of the organization, from the programs offered to the way that the organization is structured and administered.

As CASK continues to develop, the integrity of the organization is maintained by its policies. While policies do not define any organization, they do ensure that the foundation, structure and regulations are maintained and understood by all stakeholders.

The policies of CASK are interrelated even as they may apply to different persons or roles. For the sport, the policies are designed to ensure the health and safety of all participants. For the members, the policies ensure that every member has access to all programs and services, is treated with respect and dignity, and their rights are protected in accordance with the Canadian Charter of Human Rights.

Those in leadership positions - board members, club owner/operators, event coordinators, coaches, and officials – are required to understand these policies, particularly those that apply to their roles and responsibilities. However, these policies apply to all members of CASK and all are encouraged to understand them and apply them during their involvement with our organization.

To remain in the forefront of amateur sports, CASK updates the policies on a continual basis. Any new policies and procedures will be regularly communicated to membership.

Definitions

CASK aims to standardize the amateur kickboxing/Thai boxing industry in Canada. This goal is essential in the development of a truly national organization with consistency from region to region. The following terms and definitions will be used by CASK in all of its programs, services and operations.

Amateur Kickboxing/Thai boxing - A physical activity involving two players engaged in a tactical game of strikes, in which each player attempts to outscore the opposing player by utilizing defensive and offensive strategies according to established rules and procedures.

Member Club - A club that has fulfilled the CASK registration requirements completely – including the registration of all individual members.

Coach - A qualified instructor/teacher who develops the athlete or participant during practice and competitions and has fulfilled the CASK registration and certification requirements.

Competitive Athlete - A skilled participant who engages in approved competitions to further their abilities with other athletes of similar parameters (age, weight, experience) and has fulfilled the CASK registration requirements.

Recreational Participant - A participant that pursues the activity for the personal goals of fitness and skills development without engaging in approved competitions or sparring and has fulfilled the CASK registration requirements.

Official - A volunteer who provides leadership at approved competitions by administering the rules and regulations and has fulfilled the CASK registration and certification requirements.

Event Coordinator - An individual or group that organizes a CASK approved competition for the benefit of athletes to gain competitive experiences in a safe and regulated event. Event Coordinators must be from a CASK Member Club.

Tournament Format Competition – A CASK approved competition in which more than two athletes can enter a specific category and progress through single bout victories towards a final match for the entire category.

Single Bout Format Competition – A CASK approved competition in which single bouts are pre-arranged between two athletes per match with similar parameters (age, weight, experience).

Approved equipment - Safety equipment that meets approved CASK standards to ensure safety of both participants.

Amateur Athlete - All athletes that have not competed for ‘prize money’ for their participation in any combat sport including but not limited to – boxing, mixed martial arts (MMA), grappling, no holds barred, ju jitsu, toughman contests, or any martial arts events.

I. Program Policies

A. Provincial/Territorial Affiliates

The provincial/territorial affiliate is the cornerstone of the competitive aspect of amateur kickboxing. CASK works collaboratively with such bodies to fulfill the Mission of the organization in each province and territory. The Board of Directors of each affiliate is responsible for each policy listed below.

1. A provincial/territorial affiliate is a registered non-profit amateur sport association, open to all clubs within the jurisdiction to apply to become members.
2. Provincial Affiliates are required to promote the national and provincial associations and actively recruit member clubs and individual members.
3. Affiliates are to support and uphold the CASK Mission and all policies, procedures and protocols outlined in all CASK documents.
4. The provincial/territorial affiliate will be governed by a board of directors that will be comprised of representatives of three different CASK members clubs.
5. Affiliates are responsible for ensuring that all members within their jurisdiction (eg. Affiliate Board of Directors, Clubs, Competitive Athletes, Coaches, Officials) have access to all CASK policies, procedures, rules and regulations and all updates.
5. Affiliates are required to use the CASK insurance policy for all members.
6. Affiliates are required to be a recognized PSO/TSO (provincial/territorial sporting organization) with their provincial/territorial governments.
 - a. If an affiliate is not recognized as a PSO/TSO they must pursue this goal as the primary goal of their association.
 - b. Non-PSO/TSO affiliates are only allowed to sanction events within their territory if the events are not against any specific injunction/by-law/policy imposed by any government ministry or regulatory body within the province/territory.
7. Affiliates are responsible for ensuring that all competitive events within their jurisdiction fulfill all CASK policies and procedures, and that all rules/regulations are abided by.
8. Affiliates are responsible for evaluating all Officials within their jurisdiction and providing opportunities for re-training, mentoring and professional development.
9. Each provincial affiliate is required to have a 2 million dollar Directors and Officers (DO) insurance policy.

10. Affiliates are required to conduct an annual general meeting (AGM) each year. The AGM notice and agenda, as well as the minutes of the AGM are to be sent to the CASK office with 30 days of the AGM.
11. Affiliates are required to submit an annual financial report that is produced by a certified accountant. This document is to be submitted with 60 days of the calendar year end.
12. Voting privileges for provincial affiliates as the national governance board are as follows:
 - a. Government recognized PSO/TSO – 2 votes
 - b. Non government recognized associations* – 1 vote
* Have met all CASK requirements for provincial affiliates
 - c. Non government recognized associations ** - 0 votes
* Have not met all the CASK requirements for a provincial affiliate
13. Provincial Affiliates are required to send a representative to all National Governance Board Meetings.

B. Clubs

The following are policies related to CASK Member Clubs. The Owner/Operator of each Club is responsible for each policy listed below. The Member Club owner/operator is also responsible for adhering to all requirements contained in the Club Manual and Guidelines document.

1. Clubs are to register annually for membership. The membership year is from September 1st (year 1) to December 31st (year 2). (See appendix for Fees).
 - a. Club Memberships received between September 1st – December 31st of (year 1) will apply for the remainder of year 1, and all of year 2: January 1st to December 31st.
 - b. Club Memberships received between January 1st (year 2) – August 31st (year 2) will only apply to December 31st (year 2).
2. Upon registration of the Club – the Owner/operator is responsible for registering their current individual members. Only individual registered members are covered under the CASK insurance policy.
3. The Owner/Operator is responsible for ensuring that all instructors and coaches are registered and have completed all CASK requirements for coaches.
4. The Owner/Operator is responsible for registering any new member of the club (competitive or non-competitive) before they participate in any programs or classes.
5. The Owner/operators must adhere to all policies, protocols and procedures outlined in the CASK Club Manual, the All Disciplines Rules document, the CASK Policy Manual, and other official documents and communications disseminated by CASK and the provincial affiliate in which they reside.

6. The Club Owner/Operator is responsible for the dissemination of all CASK policies, procedures and regulations to all individual members of the registered club.
7. Owner/operators are to record any safety or disciplinary events that occur during official club hours (See Club Manual).
8. Once a club membership expires, all individual members (coaches, instructors, athletes, officials, recreational members) are no longer members of CASK or any provincial affiliate and are no longer covered under the CASK insurance policy. It is the sole responsibility of the club owner/operator to communicate to their individual members whenever they are no longer covered by the CASK insurance policy.
9. The owner/operator is responsible to ensure that no individual member of the club and the club itself, is involved in any capacity - including but not limited to - participation, officiating, coaching, assisting, sponsoring, and supporting of any unsanctioned* combative event in any province or territory.

* An unsanctioned event is defined as an event that is not sanctioned by a government recognized provincial sporting association (PSO) or the provincial boxing commission.

C. Officials

The following are policies related to CASK Official. The Official is responsible for each policy listed below. In addition, the Official is responsible for understanding and adhering to all related policies and procedures contained in CASK Rules and Regulations document.

1. Officials are to have completed a CASK Certification Course (minimum Level I).
 - a. Level I Certification entitles persons to judge at authorized events.
 - I. Level I officials are required to judge a minimum of 2 events per year to maintain their Level I status.
 - b. Level II Certification entitles persons to referee at authorized events.
 - I. Level II officials are required to referee a minimum of 3 events per year to maintain their Level II status.
 - c. Level III Certification entitles persons to be Chief Officials at authorized events
 - I. Level III officials are required to officiate a minimum of 3 events a year, one of which they must referee 4 bouts, to maintain their Level III status.
 - II. Prior to registering for a Level III course, a Level II Official is required to be a registered Official for a minimum of three years, having officiated at a

minimum of 3 events per year, or have been a registered member for two years and having officiate at a minimum of 4 events per year.

III. Any exception to these rules must be approved by the Board of Directors.

2. Officials are to register annually for membership. The membership year is from September 1st (year 1) to December 31st (year 2). (See appendix for Fees)
3. Officials are to be affiliated to a Member Club.
4. Officials are entitled to an honorarium established by the NSO or PSO/TSO to offset expenses incurred while performing their officiating duties. See appendix for Fees.
5. Officials are forbidden to accept any monetary gifts or money by any persons associated with or involved in an authorized event – including, by not limited to, the event coordinators, officials, athletes, coaches, and relatives/associates of athletes.
6. Officials must wear their uniforms during the entire duration of their official duties.
7. Officials are not permitted to consume any alcohol the day of the event and one hour after the completion of the event.
8. Officials are expected to understand and adhere to the CODE of CONDUCT Agreement. Failure to do so will result in disciplinary action. (See Appendix for CODE).
9. The Chief Official is the CASK authority at any competitive event. He/she will conduct the weight-ins, rules meetings, and officiate the bouts by determining which officials will referee and judge which bouts.
10. All officials are not permitted to be involved in any capacity (eg. officiating, coaching, competing) at any combative sport event in Canada, which is not sanctioned by a government recognized PSO.

D. Coaches

The following are policies related to CASK Coaches. The Coach is responsible for each policy listed below. In addition, the Coach is responsible for understanding and adhering to all related policies and procedures contained in the Club Manual and Rules and Regulations document.

1. Coaches are responsible for the health and safety of all athletes and recreational participants under their care while training at their CASK member club.
2. Coaches are responsible for the health and safety of all athletes under their care while competing at any CASK approved event.
3. Coaches are required to inform the athletes under their care as to all rules and regulations and policies of CASK.

4. Coaches are to have completed a CASK Certification Course (minimum Level I).
 - a. Level I & II Certification entitles persons to coach at local/national events.
 - b. Level III Certification entitles persons to coach at international events.
5. Coaches are to register annually for membership. The membership year is from September 1st (year 1) to December 31st (year 2). (See appendix for Fees)
6. Coaches must be a member to a CASK Member Club
7. Coaches must obtain a police screening check every three years inclusive of a vulnerability sector search.
8. Coaches are to have completed a first aid course (standard first aid or emergency first aid) every three years from a recognized provider.
9. Coaches must present their Coaching cards upon request at any authorized events.
10. Coaches are required to adhere to the CASK CODE of CONDUCT document.
11. Coaches that are the owner/operators of the Member Club are responsible for the communication and enforcement of all rules, regulations, policies and procedures listed in the Club Manual for all members in their club.
12. Owner/operators of clubs are responsible for all competitive member's athlete passports. The owner/operator or other designated coach, are required to bring athlete passports to all Competitive events and for collecting them after the event.
13. Coaches involved in events not approved by CASK are not covered by the CASK insurance policy and participate at their own risk.
14. Coaches are not permitted to be involved in any capacity (eg. officiating, coaching, competing) at any combative sport event in Canada, which is unsanctioned by a PSO.

E. Competitive Members (Athletes)

The following are policies related to CASK Competitive Members. The competitive member is responsible for each policy listed below. In addition, the competitive member is responsible for understanding and adhering to all related policies and procedures contained in the Club Manual and CASK rules and regulations.

1. Competitive members are to register annually for membership. The membership year is from September 1st (year 1) to December 31st (year 2). (See appendix for Fees)

2. Competitive members that register for any competition are required to complete a CASK Physical exam from their attending physician and submit to the CASK office 30 days prior to the first event of the year.
3. Competitive members are required to be a member of a Member Club, which is their primary location of training.
4. Competitive athletes are not permitted to tamper with their athlete passports in any manner.
5. Competitive athletes involved in events under a different government recognized sanctioning authority are not covered by the CASK insurance policy and participate at their own risk.
6. Competitive athletes are required to understand and adhere to all rules, regulations and polices of CASK. Failure to do so will result in disciplinary action.
7. Competitive athletes are not permitted to be involved in any capacity (eg. officiating, coaching, competing) at any combative sport event in Canada, which is not sanctioned by a government recognized PSO/TSO.

F. Non-competitive Members (recreational participants)

1. Non-competitive members are to register annually for membership.
2. Non-competitive members are not permitted to engage in open sparring.
3. Non-competitive members can register as competitive athletes at any time.

G. Event Coordinators

The following are policies related to CASK Event Coordinators. The event coordinator is responsible for each item listed below. In addition, the event coordinator is responsible for understanding and adhering to all related procedures contained in the Events Coordinators application and CASK All Disciplines Rules and Regulations Manual.

1. All Event Coordinators are required to be club owners from CASK Member Clubs. All Event Coordinators must also be individually registered as CASK Coaches or Officials.
2. All single-bout competitions must request approval from the National Office a minimum of 90 days prior to the event by the event coordinator.
3. All elimination tournaments must request approval from the National Office a minimum of 120 days prior to the event by the event coordinator.
4. The Event Coordinator is responsible for understanding and adhering to all policies, procedures and documentation outlined in the Event Coordinators Application document, the All Discipline Rules and Regulations document, and the Policy document.
5. The Event Coordinator must ensure that all municipal by-laws and all provincial and federal legal requirements for the event are adhered to, including but not limited to fire safety requirement, occupancy requirements, liquor licensing (if selling alcohol), and building access requirements.
6. The Event Coordinator must ensure that a copy of a Certificate of Insurance for the event is provided to the CASK office listing the Council of Amateur Sport Kickboxing as an additional party covered by the insurance policy.
7. If alcohol is being sold the Event Coordinator must provide evidence of Host Liquor Liability coverage as part of their event insurance.
8. An event coordinator is responsible for having all required equipment and materials for the competitive event – including a scale for the weigh ins, regulation gloves for the bouts, clickers for scoring, and all documents (eg. Round sheets, bouts sheets, infractions sheets).

9. The event coordinator is responsible for providing travel expenses to all Officials immediately upon completion of the competitive in accordance to the amounts provided by CASK when the event was sanctioned (see section H).
10. For any Competitive event that will host a Canadian Title Bout – a CASK selected Chief Official will be used for the event and the event coordinator is responsible for the travel expenses for this individual.
11. The event coordinator is responsible for submitting all final documentation and a video of all bouts to the National office within 5 business days of the event.
 - a. The Chief Office is responsible for finalizing the official's documents and results documents, as well as any incidents that may occur.
 - b. The Event Coordinator is also responsible for any administration and document requirements of the provincial/territorial affiliate.
12. When an Event Coordinator wishes to involve athletes from other countries, they must seek approval from the National Office. Approval is based on evidence of bout record and safety record of athlete.
 - a. Such athletes are required to register with CASK and pay an entrance fee before the event commences. This registration covers their insurance cost for this event. The event coordinator may choose to pay these expenses. (See appendix for Fees)
 - b. All coaches of such athletes are required to register with CASK and pay an entrance fee. This registration covers their insurance cost for this event. The event coordinator may pay these expenses. (See appendix for Fees)
 - c. The event coordinator is responsible for ensuring that the athlete and coaches are aware of the rules and regulations that govern all aspects of the event (coaches, athletes, scoring, attire, etc.)
13. The event coordinators will be fined or suspended for the violation of any CASK policy or of the Provincial affiliate.
14. The Event Coordinator is responsible to ensure that all activities associated with their event, be these in direct control of the event coordinator or activities being administered by outside vendors or 3rd parties, are conducted legally and in compliance with all provincial, municipal and city by-laws.
15. The Event Coordinator is responsible to ensure that all event staff and volunteers conduct themselves in accordance to the mission and principles of the organization.
16. The Event Coordinator is responsible to ensure that the dress code for event staff and volunteers - including ring-card holders - must be respectful and appropriate for a family audience. Lingerie, swimwear or sexually suggestive attire is not appropriate for CASK events. The Chief Official at any event will enforce this policy.

17. The Event Coordinator is responsible for ensuring that all music played at the event is 'radio-edit' music and does not contain any language that is racist, sexist, sexually suggestive, or contains any inappropriate language. The Chief Official at any event will enforce this policy.
18. The Event Coordinator is responsible for informing all participants (coaches and athletes) if an event has to be cancelled or postponed.
 - i. CASK and/or the PSO has the authority to cancel or postpone an event due to circumstances that may adversely affect the safety of any participants, including by not limited to, increment weather, labor disputes, threats to the association or any participants.
 - ii. CASK will make all attempts to contact the Event Coordinator and all participating officials in case of an event cancellation.
 - iii. The Chief Official has the authority to cancel an event if any CASK mandatory competition requirement is not met the day of the event, or if they determine that a circumstance may adversely affect the safety of any participants or the orderly running of the event. This can include, but not limited to, increment weather, labor dispute, threats to any officials, unsafe premises, or failure of the event coordinator to fulfill a mandatory CASK requirement upon request of the Chief Official.
 - iv. CASK is not responsible for any liabilities or loss of revenue caused to the Event Coordinator due to the cancellation of their event.
 - v. The Chief Official will immediately contact the CASK office in the event of an event cancellation and complete an Incident Report within 72 hours of the event date.

H. Expenses - Officials

1. Honorariums for all referees, judges, CO/Aces are included in the Event Coordinator sanctioning fee and will be provided to all participating officials.
2. Officials are required to have their travel expenses covered by the Event Coordinator immediately upon competition of the event. The following are the allowable travel expenses for all officials:
 - Driving expenses - \$0.45/km
 - Hotel expenses – one night economy hotel room for greater than 150km travel
 - Flight/train/bus expenses – for travel greater than 300km of one-way travel.
 - Meals - \$45/day for that travel more than 300 km of one-way travel.
3. CASK will provide the Event Coordinator the total driving expense per officials prior to the event.

I. Sanctioning Events

1. All sanctioning of events must occur through the policies and procedure established by CASK. Details of the procedure are outlined in the CASK Sanctioning Application document and specific policies are found in the CASK All Discipline Rules and Regulations document and the CASK Policy Manual.
2. Application for sanctioning must be arrive at the CASK office no later than 90 days prior to the requested date. The application must contain the completed sanctioning form and appropriate fee.
 - a. Approval is based on the following items being fully complete:
 - (i) A minimum of 8 bouts between fully registered athletes.
 - (ii) The listing of an event doctor and EMT.
 - (iii) An appropriate venue with adequate facilities
 - b. If approval is not provided the Event Coordinator is provided a minimum of 21 days from the date the non-approved was communicated to resubmit the application. The resubmission requires an additional \$100 administration fee to be sent with the resubmission.
 - c. If the resubmission is not approved the application will be cancelled and the sanctioning fee refunded with a \$250 administration penalty.
 - d. CASK will contact the Event Coordinator within 10 business days of a submission or resubmission.
3. Dates will not be reserved for any club wishing to apply for event sanctioning.
4. All clubs are required to email the CASK office to inquire about any dates reserved for provincial or national events including tournament format events, coaching or official courses, training camps or other programs that may conflict with the date requested. This information will be provided to assist clubs in selecting appropriate dates. However dates will not be reserved or allocated for a club event until the sanctioning is approved.
5. Reserving Event Dates – An event date will be reserved once a fully completed sanctioning form and payment is received and approved.
6. A sanctioning form and payment can be sent a maximum of 6 months prior to the date requested.
7. All applications must be received by the CASK office a minimum of 3 months prior to the requested event date. To assist in long-term planning clubs are recommended to submit applications earlier, however applications will not be accepted more than 6 months prior to the event.
8. A sanctioning request that is sent early – before the 3 month mark – is not required to have a minimum of 8 bouts listed. However the required 8 bouts must be submitted by the 3-month deadline or before. If a bout list is not complete and no submitted by the 3-month deadline this may result in the cancellation of the event with no refund. It is

strongly recommended that clubs do have their bout list on the form when they first submit to assist in their match making.

9. Clubs are permitted to only submit one event application at a time.
10. A club wishing to submit an application for another event date may do so once the previous application has been approved. Any subsequent events must comply with all the sanctioning policies. A club is permitted to request more than one event per year, however each event application can only be submitted once the previous events have been approved.
11. Cancelled dates – CASK does not provide any refunds for cancelled events. As per the CASK Policy on refunds, any approved event that is cancelled for any reason prior to the event, no refunds will be provided.
12. In the event that a sanctioned competition has to be rescheduled by the Event Coordinator, the Event Coordinator must apply in writing for a rescheduled date.
13. CASK will work with the Event Coordinator to secure an alternate date if the new date requested is not possible. There will be a rescheduling fee of \$250 applied to the Event Coordinator. If an alternative date is not secured by CASK within 5 business days of the event reschedule request, then the sanctioned event will be considered cancelled.
14. If sufficient officials are not secured for an event application the sanctioning request will be returned to the club minus a \$100 administration fee. This can occur at any time prior to the event date.
15. If it is not possible to secure the necessary officials for a particular date, the Event Coordinator will be notified as soon as possible and provided the opportunity to request a maximum of two alternative dates. CASK will attempt to secure the officials necessary for the alternative dates. If CASK cannot secure the required officials the event sanction request will be returned to the club minus a \$250 administration fee deducted from the sanctioning fee.
16. The Chief Officials are the head officials responsible for the running of all sanctioned events and have the authority to cancel an event due to the violation of a CASK policy or procedure.

J. Single Bout Format Competition

1. The event coordinator is responsible to fulfilling all event requirements as listed in the Event Coordinator application and those in the CASK Rules and Regulations.
2. The competition must have a minimum of 8 bouts and a maximum of 12 bouts.
3. All single bout competitions must have the following mandatory personal:

- a. Two Chief Official (Level III Official)
- b. Doctor (minimum of 1)
- c. EMT (minimum of 2)
- d. Judges (Level I Officials) – A minimum of 4
- e. Referee (Level II Official) – A minimum of 1

K. Tournament Format Competition

1. All elimination tournaments are responsible to fulfilling all event requirements as listed in the Event Coordinator Manual and those in the CASK Rules and Regulations.
2. All tournaments must have the following mandatory personal:
 - a. Chief Official (Level III Official) – Minimum of 1 per 10 bouts
 - b. Doctor - minimum of 1 per 2 competition brackets
 - c. EMT - minimum of 2 per 10 bouts
 - d. Assistant Chief Official (Level II Official) – Minimum of 1 per 10 bouts
 - e. Judges (Level I Officials) – A minimum of 4 per 10 bouts
 - f. Referee (Level II Official) – A minimum of 1 per 10 bouts

L. International Tournaments

1. All athletes for international tournaments are to be selected based on protocols established by the CASK National Office in accordance of the Rules and Regulations and the Mission of the organization.
2. CASK will endeavor to have a *Support Team* for all international events that is composed of the following categories of personnel:

National Team Coaches (Level III)
Medical Staff
Officials

M. National Teams

1. All athletes must be open class and currently registered CASK members.
2. All athletes on National teams must be from Member Clubs.
3. The National Office will organize all travel arrangements. Personal travel arrangements are not permitted.
4. All minors must have a parent or guardian traveling with them. Guardian forms are available for all international and domestic events.

5. CASK will add a nominal charge to all national team athletes to cover the cost of event Support Teams and administration expenses.
6. All National Team athletes are required to use the equipment and/or outfitting of a corporate sponsor of the National Team.
 - a. CASK will ensure that information on corporate sponsors is provided to athletes in advance.
 - b. Corporate sponsors are those donors that have provided financial and/or products to support CASK and/or the National team.
 - c. Individual athletes are not permitted to wear individual apparel during competition or during specified team protocol if there is a National Team outfitting involved.

N. Administration

1. All membership collection will be under the jurisdiction of the National Office.
2. CASK adheres to a privacy policy in which no information collected by CASK will be shared with any internal or external personal without the written permission of the personal involved. Exception to this policy is for disciplinary/appeal cases, or those involving criminal investigations.
3. There is a no-refund policy for all membership fees, course fees, sanctioning fees, and other costs associated with all programs, services, and events administered by CASK.

O. Rankings/Titles

1. CASK rankings of athletes are determined through the following system:

CASK sanctioned event bout win	– 5 pts
<i>Win against a top 10 ranked athlete</i>	<i>- 2 additional pts</i>
<i>Win against a top 5 ranked athlete</i>	<i>- 3 additional pts</i>
<i>Provincial championships tournament win</i>	<i>- 5 additional pts</i>
<i>National championships tournament win</i>	<i>- 7 additional pts</i>
CASK sanctioned event bout loss (participation)	– 2 pts
CASK endorsed international tournament bout win	- 7 pts
CASK endorsed international tournament win	- 15 pts
2. National Titles are permitted between athletes ranked in the top 5.
3. Regional Titles are permitted between athletes ranked in the top 10.
4. Exceptions to the above rules must be made in writing to the CASK Board and will be reviewed on a case-by-case basis.

- a. Event Coordinators wishing to sanction CASK titles must apply 90 days in advance and cover the cost of sanctioning fees (See appendix for Fees)
5. Title Defenses – Athletes are required to defend their titles a minimum of one time per 12 month period after winning the title. If an event coordinator requests a title holder for a title defense, it is required for the athlete to comply except under the following conditions:
 - a. The event coordinator is not covering the travel expenses (including travel – flight or reasonable mileage amount, hotel for a minimum of two nights, meals for a minimum of two days).
 - b. The athlete has an injury, family bereavement, medical condition, school/employment conflicts, previous competitive commitments or other reasonable situations as per approval by the provincial/national authority.
 - i. The above reasons for refusal must be submitted to the above mentioned authority in writing (with an appropriate supporting letter – eg. Medical note).
 - ii. The above situations can be used up to a maximum of 2 consecutive requests for a title defense during the 12 month period after winning the title. After this period – the refusal of a third offer will result in the stripping of the title.
6. Officiating – All Canadian Title bouts will have Chief Officials selected by CASK.
7. Athletes may be removed from the rankings if they have no recorded activity at a CASK sanctioned event for one year.

II. Operational Policies

A. Discipline/Appeals

The discipline/appeals policy addresses all reported incidents in which a policy, procedure or guideline of the organization has been violated. Such cases include all forms of harassment; intentional/unintentional violations of rules and regulations; any behavior contrary to the Code of Conduct Agreements (Officials, Coaches, Athletes) and/or against the spirit of the Mission and Objects of the Council of Amateur Sport Kickboxing.

1. Reported incidents of any violations of rules, regulations, or policies of CASK will be addressed within 30 days of the occurrence.
2. A committee composed of a minimum of three persons will be established by the National Office and/or provincial affiliate, to address all cases.
3. The disciplinary committee must all be members of CASK, and must be selected based on their impartiality.
4. A reported incident is NOT considered a disciplinary matter until the completion of an investigation and a recommendation is provided.
5. The committee must inform the person(s) involved that a complaint has been raised against them and the nature of that complaint in writing. The name(s) of the complainant can be confidential depending on the nature of the issue.
6. The person named in the complaint can provide feedback on their defense to the chairperson of the disciplinary committee. This information will be shared with the disciplinary committee and will be investigated as part of the work of the committee.
7. The disciplinary committee is required to keep all information during their deliberations confidential.
8. The outcome is to be reached by majority of the committee and to be provided to the governance body (national, provincial, regional) involved in writing, within the 30-day period – with the disciplinary recommendation. The governance body is to forward this letter to the person(s) involved within 72 hours of receiving it.
9. Disciplinary recommendations include:
 - a. Illegal Offence according to the Criminal Code of Canada – Automatic expulsion and notification of authorities.
 - b. Serious Offence – Expulsion; suspension; or written warning.
 - c. Violation of Guidelines – Suspension; Written warning; or verbal warning
 - d. Violation of Policies – Suspension; Written warning; or verbal warning
 - e. Behavior/actions in contradiction to the spirit of the organization’s Mission, rules and regulations – Written warning; or verbal warning.
10. Additional recommendations may include verbal and/or written apologies to parties affected by the actions of the individual(s) named in the offence.
11. A person that has been issued a disciplinary action is provided a 30-day period to appeal. This appeal has to be requested in writing within 5 days of receiving the notice and has to be based on the following:

- The panel did not follow the procedures laid out in this policy;
 - Members of the panel were influenced by bias; or
 - The panel reached a decision, which was grossly unfair or unreasonable.
12. The National body and/or provincial affiliate is required to establish a committee to review the appeal, with a minimum of three persons and a maximum of four. All members of the appeals committee must be members of CASK. Of the three person committee:
 - a. One member is selected by the National office or provincial/territorial affiliate;
 - b. The second is member of a governance body (national or provincial/affiliate).
 - c. The third is selected based on their expertise in the area of the complaint
 13. The committee has 30 days to respond to the appeal. The final result is by majority decision.
 14. The results of their appeal investigation must respond in the following three outcomes:
 - a. In agreement of the Disciplinary Committee's findings and recommendations
 - b. In disagreement of the Disciplinary Committee's findings and recommendations
 - c. In agreement of the Disciplinary Committee's findings but in disagreement with the recommendations.
 15. If the Appeals Committee is in disagreement of the original findings or outcomes, they are required to provide an alternative. The outcome established by this step is considered binding by all parties.
 16. The Board will provide the final report to the party involved and the final report will be filed with the member's file. The report is considered confidential.

B. Harassment

The Council of Amateur Sport Kickboxing (CASK) is committed to providing an environment in which all individuals are treated with respect, equality, and dignity. All CASK members have the right to participate in an environment, which promotes access, equal opportunity and prohibits discriminatory behaviour and practices.

Harassment is a form of discrimination. Harassment takes many forms but can generally be defined a comment, conduct, or gesture directed toward an individual or group of individuals, which anyone finds insulting, intimidating, humiliating, malicious, degrading or offensive.

*Harassment is, prohibited by the **Canadian Charter of Rights and Freedoms** and by **Human Rights Legislation** in every province and territory of Canada. Harassment is offensive, degrading, and threatening. In its most extreme forms, harassment can be an offence under **Canada's Criminal Code**.*

Whether the perpetrator is a Director, Supervisor, Employee, Coach, Official Volunteer, Parent, or Athlete, harassment is an attempt by one person to assert abusive, unwarranted power over another. The perception of the victim is paramount.

The following types of behaviour constitute harassment;

- *Written or verbal abuse or threats;*
- *The display of visual material which is commonly considered offensive;*
- *Unwelcome remarks, jokes, comments, innuendo, or taunting about a person's looks, body, attire, age, race, religion, sex, or sexual orientation;*
- *Leering or other suggestive or obscene gestures;*
- *Condescending, paternalistic, or patronizing behaviour which undermines self-esteem, diminishes performance, or adversely affects working conditions;*
- *Practical jokes which cause awkwardness or embarrassment, endanger a person's safety, or negatively affect performance;*
- *Unwanted physical conduct including touching, petting, pinching, or kissing;*
- *Unwelcome sexual flirtations, advances, requests, or invitations; or*
- *Physical or sexual assault.*

1. CASK is committed to providing an environment that is free of harassment.
2. This policy applies to all members of CASK including all Directors, Officers, Volunteers, Coaches, Athletes, Officials and members of all provincial/territorial affiliates.
3. Every member has a responsibility in ensuring that the kickboxing environment is free from harassment. This means not engaging in, allowing, condoning, or ignoring behaviour contrary to this policy.
4. Every member who believes that another member has experienced or is experiencing harassment is encouraged to notify any member of the Board under this policy.
5. In the event that a board member or employee is involved in a complaint which is under this policy, the CASK President shall appoint a suitable person for the purposes of dealing with the complaint.
6. If a harassment incident is reported to the Board, they are required to establish a committee to address the incident as so described in the Discipline/Appeals policy.
 - a. If the parties involved are of opposite genders and the complainant is a female, half of the committee members are required to be females.
7. Notwithstanding this policy, every person who experiences harassment continues to have the right to seek assistance from their provincial or territorial human rights commission, even when steps are being taken under this policy.

C. Sexual Harassment

Sexual harassment most commonly occurs in the form of behaviour by males towards females; however, sexual harassment can occur between males, between females, or as behaviour by females towards males. For the purposes of this policy, sexual harassment is

defined as unwelcome sexual advances, requests for sexual favours, or other verbal or physical conduct of a sexual nature.

1. CASK prohibits all forms of sexual harassment and all reported cases will be addressed by the Discipline/Appeals process, as would any form of harassment.
2. CASK will impose appropriate disciplinary or corrective measures when a complaint of harassment has been substantiated, regardless of the position or authority of the offender.
3. CASK will make all members, employees, and volunteers of the organization aware of the problem of harassment, and in particular sexual harassment, and of the procedures contained in this policy.
4. CASK will inform both complainants and respondents of the procedures contained in this policy and their rights under the law.
5. Coaches are strongly discouraged to engage in intimate relations with senior athletes under their care or responsibility.
6. At no time is any coach, official or director to engage in an **intimate or sexual relationship** with an athlete under the age of 18 years.
7. CASK understands that it can be extremely difficult to come forward with a complaint of harassment and that it can be devastating to be wrongly convicted of harassment. CASK recognizes that interests of both the complainant and the respondent in keeping the matter confidential.

D. Reporting Harassment

1. A person who experiences harassment is encouraged to make it known to the harasser that the behaviour is unwelcome, offensive, and contrary to this policy.
2. If confronting the harasser is not possible, or if after confronting the harasser the harassment continues, the complainant should contact any member of the Board of Directors whom he/she feels most comfortable with.
3. The Board Member shall inform the complainant of:
 - The options for pursuing an informal resolution of his or her complaint through the Disciplinary/Appeals process;
 - The confidentiality provisions of this policy;
 - The right to be represented by a person of choice (including legal counsel) at any stage in the complaint process;
 - The right to withdraw from any further action in connection with the complaint at any stage (even though CASK might continue to investigate the complaint); and
 - Other avenues of resource, including the right to file a complaint with a human rights commission or, where appropriate, to contact the police to have them lay a formal charge under the **Criminal Code**.
4. Where the investigation by the discipline committee does not result in a finding of harassment, a copy of the report of the case shall be placed in the Board files. These files shall be kept confidential and access to them shall be restricted to the CASK Board of Directors.

5. Where the investigation results in a finding of harassment, a copy of the report of the case review panel shall be placed in the personnel, membership, or volunteer file of the respondent. Unless the findings are overturned by the appeals committee, this report shall be retained for a period of 7 years, unless new circumstances dictate that the report should be kept for a longer period of time.
6. In recommending disciplinary sanctions, the options to be used are listed in the Disciplines Committee's policies. The panel may consider the following options in addition, singly or in combination, depending on the severity of the harassment:
 - A verbal apology;
 - A written apology;
 - A letter of reprimand from CASK;
 - Referral to counselling;
 - Termination of employment or contract (if an employee);
 - Suspension of membership and involvement (eg. Coaching responsibilities)
 - Termination of membership.

E. Discrimination

CASK is committed to fostering respect and dignity for each of its members and employees. This policy is intended to foster equal opportunities and an environment free of discrimination to all members and employees.

1. CASK prohibits any treatment which has a discriminatory effect on any person based on any of the following prohibited grounds; sex, race, ethnic origin, class, age, family status, sexual orientation, religion, or disability.
2. CASK will take clear initiatives to encourage participation at all levels of the sport.
3. CASK will raise the awareness and understanding of anti-discrimination behaviour and practices amongst its membership.

F. Gender Equity

Gender equity is the belief and practice of treating both sexes in ways that are fair and just. Specific programs and initiatives will be implemented to ensure that there is equitable representation from both genders in respect to membership, and in particular leadership, within CASK. CASK is committed to the position that gender equity initiatives are positive attempts to attract and include participation at all levels of the sport.

1. CASK will take clear initiatives to encourage participation at all levels of the sport.
2. CASK will raise the awareness and understanding of gender equity amongst its membership.
3. CASK will ensure that gender equity is followed when developing, updating or delivering programs, policies, and materials.
4. CASK will strive to establish gender equity on its Board of Directors and its leaders within specific committees and taskforces of the organization.

5. CASK will encourage all provincial/territorial affiliates and member clubs to ensure equal opportunities for all.

H. Competition Suspensions

1. The following policies must be adhered to after the KO. *See the Rules and Regulations Document for the detailed protocols to be followed at the competition event.*
 - i. The athlete is not permitted to participate in a sanctioned competition or club sparring for a 60 day period after the date of the KO decision.
 - ii. A notion of a KO must be inputted in the athlete's passport by the doctor/chief official.
 - iii. The Chief Official shall indicate in the passport and the final bout documents, the suspension period (start and end) and the requirement of a medical note to resume kickboxing after the suspension period is completed.
 - iv. The athlete is only permitted to resume kickboxing after the 60 day rest period once they have taken a special examination and certified by a qualified doctor of medicine to be fit to engage in kickboxing competition. This letter must be provided to the club coach, the CASK office and the provincial affiliate.
 - v. An athlete that has received two KO results in a period of one year shall not take part in competition or sparring for a period of 120 days.
 - vi. An athlete that has received three KO results in a period of one year shall not take part in a competition or sparring for a period of one year from the third KO.
 - vii. Any athlete that has suffered a KO must comply with any recommendations made by the doctor for further examination.
2. The following policies must be adhered to after the RSC (injury). *See the Rules and Regulations Document for the protocols to be followed at the competition event.*
 - i. The athlete is not permitted to participate in a sanctioned competition or club sparring for a 30 day period after the date of the RSC (injury) decision.
 - ii. A notion of a RSC (injury) must be inputted in the athlete's passport by the doctor/chief official.
 - iii. The Chief Official shall indicate in the passport and the final bout documents, the suspension period (start and end) and the requirement of a medical note to resume kickboxing after the suspension period is completed.
 - iv. The event doctor can indicate if an additional examination is required by the athlete before they are permitted to engage in competition or sparring.

3. The following policies must be adhered to after the RSC (injury). *See the Rules and Regulations Document for the protocols to be followed at the competition event.*
 - i. A notion of a RSC (safety) must be inputted in the athlete's passport by the doctor/chief official.

The event doctor can indicate if an additional examination is required by the athlete before they are permitted to engage in competition or sparring.

I. Privacy

The Council of Amateur Sport Kickboxing (CASK) collects personal information when an individual or club registers, uses any programs and services, and enters a competition. CASK may compile information about members with information CASK obtains from external groups or other stakeholders.

1. Information Sharing and Disclosure

a. CASK does not rent, sell, or share personal information about members except under the following circumstances:

- i. To respond to subpoenas, court orders, or legal process, or to establish or exercise our legal rights or defend against legal claims.
- ii. To investigate, prevent, or take action regarding illegal activities, suspected fraud, situations involving potential threats to the physical safety of any person, or violations membership, or as otherwise required by law.
- iii. To investigate incidents brought before a disciplinary or appeals committee.

b. CASK works with vendors, partners, sponsors, advertisers, and other service providers in different industries and categories of business. Member information is not shared with any of these groups without the express written permission of the member.

c. CASK reserves the right to send members communications relating to programs and services, announcements, information updates, special events, surveys and advertisements.

2. Confidentiality and Security

CASK limits access to personal information about members to employees or volunteers who we believe reasonably need to come into contact with that information to provide.

3. Athlete Safety

a. The medical information provided by competitive members is shared with medical personal associated with CASK to ensure the health and safety requirements of the sport and the association are adhered to.

b. In the event of a injury at a CASK sanctioned event, information regarding the injury will be communicated to the members coach, club owner/operator, parent/guardian, provincial affiliate assigned to the portfolio of competitions, and the medical staff assigned to that competition.

c. Injury information may also be shared with other sporting bodies (provincial, national, international) that CASK works with.

4. Changes to this Privacy Policy

CASK may update this policy. CASK will notify you about significant changes by sending a notice to the primary email address specified in your membership form.

J. Police Screening

The CASK coach is a person in a position of authority and is responsible for the well-being of children and /or vulnerable persons. CASK requires all applicants for coaching certification to obtain a police reference check that includes a vulnerability sector screening. The following outlines the CASK policy regarding screenings.

1. All applicants agree to disclose all information found in a police reference check to CASK.

2. The applicant is advised that if the screening identifies no information on the police record information the police services may send this information directly to CASK. If local or national records or pardons are found, this information is sent directly to the applicant. Coaches are requested to disclose to CASK the synopsis of record(s) provided to the individual by the police screening.

3. This information will be used to determine the suitability of successful candidates for their involvement as coaches having direct contact with children and/or vulnerable populations.

- a. Vulnerable persons are defined as individuals, because of their age, a disability or other circumstances, whether temporary or permanent, are in a position of dependence to the person in authority.

4. The results of the police screening provides information to CASK. The actual results do not necessarily mean a disqualification from the position of coach within CASK, nor does the results of the screen alone make a recommendation on the suitability of the applicant.

5. The applicant also consents to release information to CASK related to an offence in which a pardon has been granted as CASK is responsible for the well-being of children and /or vulnerable persons, and the applicant is applying for a coaching position which is a position of authority.

6. All information collected by CASK by the applicant will be keep strictly confidential and will only be used by the officers of CASK for the coaching certification program

Appendix

Fees

Membership

Club Member - \$750.00

Competitive Member - \$85

Coach - \$85

Official - \$85

Recreational (Non-sparring) Member - \$15

Sanctioning

Single Bout Format Competition - \$975.00

Tournament Format Competition – (contact CASK for fees)

Note: The above are National fees that include honorariums for officials.

Certification

Level I Coaching Course - \$200

Level II Coaching Course - \$250

Level III Coaching Course - \$300

Level I Officials Course - \$75

Level II Officials Course - \$100

Level III Officials Course - \$250

Honorariums

Chief Official - \$100

Assistant Chief Official - \$100

Referee - \$75

Judge - \$50

Travel Expenses

Officials travel - \$0.45/km

Meals - \$45 day (for events over 6 hours)

Bus/train/flights is to be provided to officials that have to travel more than 3 hours

Hotels – 1 economy hotel room is to be provided to each official that travel more than 3 hours

Title Sanctioning

International Title - \$1000 (\$250 sanctioning + \$750 belt)

Canadian Title - \$350 (\$150 sanctioning + \$200 belt)

Regional Title - \$275 (\$75 sanctioning + \$200 belt)

Provincial Title - ____

Other

Replacement Passports - \$45

Rules and Regulations Document - \$20

Policy Manual - \$20

Club Manual - \$20

Replacement Membership Forms - \$20 (package of 20)



Code of conduct - officials

The Official's role is to uphold the CKA/CASK rules and regulations so that competitions and activities are implemented impartially, equitably, and with a priority on the safety and well-being of all athletes.

The Official is further committed to fostering an environment in which all participants and individuals (athletes, coaches, officials, parents) are treated with respect and dignity.

CKA/CASK is committed to upholding the highest standards of athletics, sports ethics, and personal character development of all participants, within all programs and activities within the organization.

CKA/CASK strictly prohibits all discriminatory practices and behaviour, and promotes equal opportunity for all.

All members of CKA/CASK are expected to conduct themselves in all times in a manner that is consistent with the values and policies of CKA/CASK.

All officials have a responsibility to demonstrate and adhere to the following areas:

Specific GUIDELINES

1. Ensure that the **rules** of CKA/CASK amateur sport kickboxing and the spirit of those rules are adhered to.
2. Comply with all current **policies and regulations** of CKA/CASK.
3. Consistently demonstrate the spirit of **sportsmanship**, fairness, impartiality, and neutrality at all competitions and activities.
4. Comply with the CKA/CASK dress code during all competitions and activities. When no longer fulfilling officiating responsibilities remove official's attire.
5. Maintain a **dignified and honourable presence** at all times.

6. Focus **comments or critiques appropriately** and avoid public criticism of athletes, other coaches, officials, organizers, or competitors.
7. **Demonstrate respect** of individuals regardless of gender, ethnic origin, age, religion, beliefs, or economic status.
8. Refrain from any behaviour that constitutes **sexual harassment**, where it is defined as unwelcome sexual advances or conduct of a sexual nature. This includes behaviour that creates an intimidating, hostile or offensive environment.
9. At no time engage in an **intimate or sexual relationship** with an athlete under the age of 18 years.
10. Refrain from the consumption of alcohol during all activities and events.

I _____ (please print name) acknowledge that I have received a full copy of the Code of Conduct. I am aware that all officials of the Council of Amateur Sport Kickboxing and leaders in the Council's programs and activities are expected to conduct themselves at all times in a manner consistent with the values described in the Code of Conduct.

I _____ (please print name) am aware that behavior, which violates this Code of Conduct, may be subject to sanctions pursuant to the Council of Amateur Sport Kickboxing's policies related to discipline.

Signature

Date



Code of conduct - COACHES

Coaches are committed to upholding the highest standards of athletics, sports ethics, and personal character development of all participants, within all programs and activities within the organization.

Coaches are further committed to fostering an environment in which all participants and individuals (athletes, coaches, officials, parents) are treated with respect and dignity.

CKA/CASK strictly prohibits all discriminatory practices and behaviour, and promotes equal opportunity for all.

Coaches are expected to conduct themselves in all times in a manner that is consistent with the values and policies of CKA/CASK

Specific GUIDELINES

All coaches have a responsibility to demonstrate and adhere to the following areas:

Organizational Regulatory Practices

1. Ensure that the **rules** of CKA/CASK amateur sport kickboxing and the spirit of those rules are adhered to.
2. Comply with all current **policies and regulations** of CKA/CASK.

Ethical Practices

3. Consistently demonstrate the spirit of **sportsmanship**, sports leadership and ethical conduct and practices.
4. Maintain a **dignified and honourable presence** at all times.
5. Focus **comments or critiques appropriately** and avoid public criticism of athletes, other coaches, officials, organizers, or competitors.

Sport Specific Practices

6. **Create and maintain a safe environment** by selecting activities and establishing controls that are suitable for the age, experience, ability and fitness level of athletes.
7. Give athletes **opportunities to discuss and contribute to** proposed training and performance standards. Provide athletes and the parents/guardians of athletes who are minors with the information necessary to be involved in the decisions that affect the athlete.
8. **Refer athletes** to other coaches and specialists to support their athletic development as appropriate and as opportunities arise.

Ethical Practices

9. **Demonstrate respect** of individuals regardless of gender, ethnic origin, age, religion, beliefs, or economic status.
10. Refrain from any behaviour that constitutes **sexual harassment**, where it is defined as unwelcome sexual advances or conduct of a sexual nature. This includes behaviour that creates an intimidating, hostile or offensive environment.
11. At no time engage in an **intimate or sexual relationship** with an athlete under the age of 18 years.
12. Refrain from the consumption of alcohol during all activities and events.

I _____ (please print name) acknowledge that I have received a full copy of the CKA/CASK Code of Conduct. I am aware that all coaches of the Council of Amateur Sport Kickboxing and leaders in the Council's programs and activities are expected to conduct themselves at all times in a manner consistent with the values described in the Code of Conduct.

I _____ (please print name) am aware that behavior which violates this Code of Conduct may be subject to sanctions pursuant to the Council of Amateur Sport Kickboxing's policies related to discipline.

Signature

Date

Signature of Parent or Guardian if the member is a minor



Code of conduct - Athlete

The CKA/CASK is committed to the highest standards of athletics, competitive ability as well as personal character development. As such it is expected that all members of the Council of Amateur Sport Kickboxing will maintain a **dignified and honourable presence** at all times when representing the organization. CKA/CASK is also committed to providing an environment in which all individuals are treated with respect and dignity.

All athletes have a responsibility to:

- Consistently demonstrate the spirit of sportsmanship, and ethical conduct.
- Focus comments or criticisms appropriately and avoid public criticism of other athletes, coaches, officials, organizers, or other persons involved in the competition.
- Refrain from any behavior that constitutes sexual harassment, where it is defined as unwelcome sexual advances or conduct of a sexual nature. This includes behavior that creates an intimidating, hostile or offensive environment.
- Demonstrate respect of individuals regardless of gender, ethnic origin, age, religion, beliefs, or economic status.
- Refrain from the consumption of alcohol during all activities and events
- Refrain from the consumption of alcohol for 24 hours after participation in a contact bout.

All athletes of the Council of Amateur Sport Kickboxing are expected to demonstrate respect towards all other members of the organization including all officials and athletes.

I _____ (please print name) acknowledge that I have received a full copy of the CKA/CASK Code of Conduct. I am aware that all members of the Council of Amateur Sport Kickboxing and participants in the Council's programs and activities are expected to conduct themselves at all times in a manner consistent with the values described in this Code of Conduct.

I _____ (please print name) am aware that behavior which violates this Code of Conduct will be subject to sanctions, pursuant to the Council of Amateur Sport Kickboxing's policies related to discipline.

Signature

Date

Signature of Parent or Guardian if the member is a minor

Document Reviewed and approved – January 5th 2005