



**CANADA OLYMPIC PARK
SPORT VENUES AND FACILITIES**

**TRAINING POLICIES AND PROCEDURES
Summer 2010-2011**

June 2010

**WINSPOrt CANADA'S CANADA OLYMPIC PARK SPORT FACILITIES
SPORT TRAINING POLICIES**

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Canada Olympic Park (COP) is owned and operated by the WinSport Canada (formally Calgary Olympic Development Association). A non-profit organization, WinSport Canada has responsibility for managing the legacy of endowments and facilities from the 1988 Calgary Olympic Winter Games. Canada Olympic Park and WinSport Canada legacy facilities are unique from other Olympic venues in that the lands continue to support sport and recreation needs and function as a year-round multi-purpose competition, training and recreation area.

Canada Olympic Park with the cooperation of all the stakeholders wishes to serve and respect the interests of both recreational and sport guests using the facility. The purpose of these policies is to set forth clear policies regarding facility bookings and training, in order to accommodate the needs and interest of all of our guests.

We are pleased to provide access to the Eastlands, East and West trees, dirt jumps, four cross course, biathlon range, ski jumps and other facilities for training and events to the fullest extent possible, in exchange, COP requests the full cooperation of all corporate clients, public users, sport organizations, clubs, parents, coaches and athletes in observing our policies and procedures defined herein.

1.1 WinSport Canada Mission, Vision & Values

VISION: The acknowledged leader in developing and sustaining the facilities required for Canada to be the number one winter sport nation.

MISSION: To provide world-class winter sport facilities through a sustainable business model where Canadian athletes can discover, develop and excel.

VALUES: Excellence, Integrity, Sportsmanship, Safety, Fun, Guest Experience, Team work, Sustainability

1.2 Venue and Facility Booking Objectives

- a) To co-ordinate the allocations for COP's facilities (including all summer venues, Bob Niven Training Centre and AIC) in accordance with WinSport Canada Vision and Mission.
- b) To improve service to all guests using the WinSport Canada facilities.
- c) To actively inform all COP venue and facility users of policies and procedures and avoid potential conflicts.
- d) To provide block booking times in order to allow the pursuit of training, sport, health, leisure, and to host events.

1.3 Facility Hours (2010-11):

Mountain Bike Facilities (Eastlands, East & West trees, dirt jumps, four cross course)

Contact: Luc Belanger (luc.belanger@winsportcanada.ca / 403.247.5432)

May 22 through September 26 (weather permitting)

- Mondays : Closed May, June, September
- Mondays: 10am – 4pm July and August
- Tuesday, Wednesday, Thursday: 10am – 9pm
- Friday, Saturday, Sunday: 10am - 9pm

Holidays: 10am – 4pm

- Canada Day July 01
- Labour Day September 06

Summer Facilities: (Climbing wall, Challenge Course, Spider Web, Zipline, Z-trip, Eurobungy, Mini Golf)

Contact: Challenge Course: Travis Ferguson (travis.ferguson@winsportcanada.ca / 403.247.5603)

All others: Guest Services (403.247.5452)

**Group bookings are available for clubs

Challenge Course

- May 15- September 15
 - Mon to Fri 9am to 8pm / Weekends 9am to 4pm
- September 16- May 14
 - Mon to Fri 9am to 6pm / Weekends 9am to 4pm

Public attractions

- Summer Operational hours
 - Mondays : Closed May, June, September
 - Mondays: 10am – 4pm July and August
 - Tuesday, Wednesday, Thursday: 10am – 9pm
 - Friday, Saturday, Sunday: 10am - 9pm

Ski Jumps (schedule required)

- March 15 – May 31; Closed for maintenance (weather permitting)
- October 15 – December 1; Closed for maintenance
- Small Bowl.....10am – 8:30pm
- Large Bowl.....10am - 8:30pm

Biathlon Air Rifle range (schedule required)

- Open year round Facility hours

Water Ramp (freestyle skiing summer training)

- Open June to October
- Summer operational hours

Bob Niven Training Centre:

Contact: BNTC at bntc@winsportcanada.ca or 403.247.5403

Year round access (closed Dec 25, 26, Jan 1 and stat holidays)

- March 15 – October 1 M-F (0800 – 2000) Sat (0800 – 1600) Sun CLOSED
- October 2 – March 14 M-F (0800 – 2200) 7 days /week
- All athletes must be on pre-approved lists through their sport association

Athletic Ice Complex:

In January 2002, CODA unveiled a vision to build the nation's first Canadian Centre of Sport Excellence, which is a plan to rejuvenate and modernize the existing generation-old legacy of facilities from the 1988 Olympic Winter Games in southern Alberta, while adding new facilities necessary for a sustainable future.

The multi-million dollar plan is designed to deliver the resources Canadian athletes need to be the best in the world and gain a competitive advantage. In addition, the Centre of Sport Excellence ("COSE") will create a more prosperous province and country. It will open the doors to international hosting with many globally-televised competitions each year. It will bolster tourism, our national and international image, economic activity, and unparalleled opportunities for Canadian youth. Through ever increasing Olympic role models, this project is about encouraging a healthy lifestyle.

With Canada Olympic Park serving as the hub location of the Centre of Sport Excellence, the heart of the COSE will be the Athletic and Ice Complex ("AIC"). The new 500,000 square-foot facility, which will serve as the new home to Hockey Canada as well as other National and Provincial sport organizations will benefit all Olympic and Paralympic winter sports as well as many summer sports with dryland training opportunities.

The AIC will be operated as a total fitness, wellness, training and competition complex. It will include programs and services to promote and sustain general population fitness and will feature a specialized high performance athlete fitness training centre including sports medicine, sport labs and performance testing.

2.0 TRAINING AND EVENT BOOKING PRIORITIES

2.1 International Competitions

All international competitions scheduled by WinSport Canada that is sanctioned by the National Sport Organization(NSO) and unless otherwise determined by WinSport Canada, will be the joint responsibility of the NSO, WinSport Canada and the appointed Race Organizing Committee or local host organization.

Any bid procedures for an international competition initiated by a NSO which involve facilities operated by WinSport Canada must be preceded by written notification of intent to WinSport Canada by the NSO, and must have written support/approval from WinSport Canada may assist the NSO to bid for, promote and stage international competitions.

2.2 National Competitions

WinSport Canada may assist the NSO in the promotion and staging of national competitions scheduled by the NSO at COP through the joint efforts of WinSport Canada, the NSO and the appointed Race Organizing Committee / local host organization.

2.3 National Training Programs

The scheduling of all national training programs will be the responsibility of WinSport Canada in consultation with the applicable NSO. Where a conflict in requests for scheduled training dates occurs, WinSport Canada will extend preference to national training programs/events or, with NSO approval, schedule training programs together.

2.4 International Training

The scheduling of all international training will be the responsibility of WinSport Canada

2.5 Development Programs

WinSport Canada may establish training centre programs including developmental programs aimed at encouraging the development of young athletes in Olympic winter sports. The scheduling of developmental training and competition shall be the responsibility of WinSport Canada and, if established, the applicable Sport Organization.

2.6 Provincial Competitions

Scheduled cooperatively by WinSport Canada and the Provincial Sport Organization (PSO).

2.7 Provincial Training

Scheduled cooperatively by WinSport Canada and the PSO.

2.8 Canada Olympic Park Instructional / Recreational /Corporate Events

- a) WinSport Canada will maximize the use of facilities and generate revenue through the scheduling of instructional and recreational programs.
- b) Where additional facility booking space exists WinSport Canada may, at its discretion, schedule corporate events to include, but not limited to: competitions, performances, sale displays, festivals, conferences, clinics, socials and meetings.

2.9 Sport Club Competitions

Scheduled cooperatively by WinSport Canada, PSO and Local Clubs.

2.10 Other Users

Calgary Public and Separate Schools' requests.

3.0 FACILITIES

3.1 Facilities

- a) COP has available meeting and event rooms that may be booked based on availability. Facility charges may apply. Please contact the BNTC for bookings at bntc@winsportcanada.ca / 403.247.5403
- b) Facilities (indoor and outdoor), are to be left in the manner in which they were received or a cleaning charge will be applied.
- c) External food may be brought into meeting rooms (excluding catering facilities) from commercial companies only to ensure CHR standards. There are no exceptions for permitting homemade items, pot lucks or alcohol.

4.1 General Booking Policies

- a) All requests for sport club/team training must be received by May 15th and approved by WinSport Canada/COP Management prior to commencement.
- b) Training is defined to include: The structured development of athletes and/or teams by certified coaches. Training would include any organized activity by a group.
- c) All external clubs or teams are required to pay an annual club/team training fee and all members must obtain a summer season pass in order for training to be approved.
- d) Scheduling and approval priorities will go to clubs or teams that are a non-profit organization at a different rate structure than for-profit or commercial companies. Certificate of incorporation is required for all training approval.
- e) All training groups must provide proof of insurance to be onsite.
- f) All external clubs or teams can request training times up to a maximum of 3 days per week. Weekend requests will be reviewed on a case by case basis. Training approval is dependent on venue capacity.
- g) External clubs or teams may not operate adult and child “learn to” programs or any programs offered by COP including learn to ride, dirt jump clinics, women’s clinics on COP premises.
- h) Due to limited terrain, clubs or teams may be required to share lanes to accommodate training.

EASTLANDS: Cross country mountain biking

- Available 5 days a week (Tuesday to Sunday). Please note that COP programs, holiday programming and events will limit the amount of lanes available for certain days and times.
- No scheduling blackouts other than event days
- Eastland traffic flow moves counter clockwise
- Club training in the east lands must be supervised by the coach at all times. It is the coach’s responsibility to take into consideration all obstacles – natural, man-made and other users.
- In the event of an emergency, Dispatch can be contacted at 403.247.5454

EAST AND WEST TREES: Downhill mountain biking

- COP programs, holiday programming and events will limit the amount of terrain available for certain days and times.
- Recommended training times are:
 - Tuesday – Thursday 4pm to 9pm
 - No weekend training available

Dirt Jumps and Four Cross courses:

- Any exclusive training is by request only.

SKI JUMPS: (Intro sites: K10,K15/ Small bowl: K18,K38,K63 /Large bowl: K89)

- Training available during operational hours
- Training schedules must be kept up to date
- Truck shuttle is used for K89 training
- Metal Maker lift is used for K18,38,63 training
- K 10 & 15 walk access only.
- Weather closures are at the discretion of WinSport Canada
- Coaches are required for all jump training

BIATHLON RANGE:

- Training available during operational hours
- Training schedules must be kept up to date

WATER RAMP

- Training available during operational hours. Training is available outside operational hours and will incur an additional charge for medical coverage
- Training schedules must be kept up to date

GENERAL SUMMER OPENING SCHEDULE

- May: Learning areas, east and west trees, gromville, main hill trails, summer venues
- June/ July: Dirt Jumps, Four cross course

4.2 Summer Venue Training Booking Policies

- a) Public users have a guaranteed access to all mountain bike and summer facilities during operational hours, with the exclusion of special events.
- b) Training schedules must be kept up to date. Requests for training schedule modifications, including cancellations and extra training sessions should to be made in writing to the the WinSport Canada representative.
- c) WinSport Canada/COP will use its best efforts to ensure that the allocated terrain is suitable for the intended training. If this is not possible due to the unforeseen circumstances, alternative arrangements will be explored.
- d) It is mandatory for all clubs to check in with Guest Services. This step allows for communication of any venue closures or items that may impact training as well as, gain a better understanding of the venue capacity and user groups

5.0 CLUB & ATHLETE CONDUCT

5.1 Club and Athlete Conduct

- a) Sport clubs/teams and coaches will be held accountable for the behavior of their athletes while training, competing or using any WinSport Canada/COP facilities.
- b) Failure to abide by the Training Booking Polices and Procedures will result in immediate suspension of training privileges until the problem of issue is resolved to the satisfaction of WinSport Canada/COP management.
- c) COP is a family oriented facility and does not allow abusive behavior or inappropriate language on the premises. Any users of COP facilities and venues who fail to abide by these standards will be asked to leave.
- d) If a club/team that was denied approval is found coaching on COP property, the coaches' season pass/hill ticket will be immediately revoked for the remainder of the season/day with no refund provided.
- e) Any coach whose pass has been revoked and continues to coach at COP under an alternative identity or who chooses to operate on COP premises without a valid hill ticket will be immediately removed from COP premises and will be subject to temporary or permanent loss of any and/or all park privileges at COP. Repeat offenders may be charged with trespassing.

6.0 PUBLIC RELATIONS

6.1 Public Relations

- a) All athletes and coaches must have their season/day passes displayed at all times while riding the lifts and using the park facilities/venues.
- b) To minimize any effect on athlete development, COP will inform clubs and teams in advanced of any scheduled closures for maintenance and/or special events, COP promotions, and other activities affecting athlete training. COP reserves the right to override the contents of these guidelines in exceptional circumstances, where the need to service our mission & mandate outweighs the interests of an individual group or activity.

- c) WinSport Canada/COP along with sport groups will be continually exploring ways in which the facility and venues may be improved for both club training and to enhance sport development.
- d) WinSport Canada team members will be easily accessible for questions, concerns, comments, recommendations and monitoring club training activities.
- e) WinSport Canada/ COP may extend club benefits that will be reviewed annually

7.0 RISK MANAGEMENT

7.1 Risk Management Summer Venues

- a) All training and event space will be allocated according to these WinSport/COP policies and procedures, with safety and quality of training being included in the primary considerations. All requests for training dates and times must be included in the annual training application, to be submitted to the WinSport Canada sport representative by May 15TH of each year.
- b) WinSport Canada/COP reserves the right to cancel or limit training or events without prior notice, if snow or weather conditions are unsafe or for any other safety reason(s).
- c) Awareness and compliance to the Mountain Bike Responsibility Code and Lift Line Etiquette is mandatory . Any person seen or reported as disobeying these accepted industry safety standards will be subject to temporary or permanent loss of any and/or all privileges at COP.
- d) Any violations to the Mountain Bike Responsibility Code and Lift Line Etiquettes or club training policies will be enforced by the following consequences: First offense results in pass removal/ club suspension for a week term. Second offense results in pass removal/ club suspension for a month term. Third offense pass/ club suspension is permanently revoked for the remainder of the season. The return of privileges will be arranged by the WinSport Canada representative.
- e) Equipment is to be placed either at the start area or off to the side of the trail in such a manner as to be out of the path of both the users and the general public. WinSport Canada has lockage on-hill club equipment storage bins available upon request.
- f) When equipment is being transported up a lift, it is to be bundled and must not be carried by an individual whose strength and ability would put them in jeopardy of mis-loading, dropping the equipment off the lift or falling off themselves.
- g) It is MANDATORY that athletes & coaches wear helmets at all times while training/ competing in any of the Mountain bike venues.
- h) Please report any accidents or incidents that may have occurred at any time with either another athlete or the general public immediately to Dispatch. If this is not done, WinSport Canada/COP reserves the right to revoke training privileges for the club, team or coach either temporarily or for the remainder of the season.
- i) First Aid is handled by the COP patrollers and/or Dispatch. In the event of an accident, the response team can be contacted via any COP lift operator, Guest Services, Snow Academy instructors or calling Dispatch at 247.5454

MOUNTAIN BIKERS RESPONSIBILITY CODE

1. Stay in control at all times. It is your responsibility to avoid other persons and objects around you.
2. Do not stop where you obstruct a trail or are not visible from above.
3. When entering a trail or starting downhill, you must look uphill and yield to other riders.
4. Please assist if you are involved in or witness a collision or accident and identify yourself to the Bike Patrol.
5. Keep off closed areas and obey all signs and warnings.
6. Stay on marked trails. Do not cut switchbacks.
7. Stay off lifts and out of the Bike Park if your ability is impaired through the use of drugs or alcohol.
8. You must have sufficient physical dexterity, ability and knowledge to safely ride and unload lifts. If in doubt, ask the attendant.
9. Hiking in the Bike Park is not permitted.
10. Do not feed, provoke or approach wildlife.

KNOW THE CODE - BE SAFETY CONSCIOUS.

IT IS YOUR RESPONSIBILITY.

PARK PRIVILEGES REVOKED FOR BREACH OF THE MBR CODE.



- A) Always approach the lift maze in a controlled manner and at slow speeds.
- B) Avoid congregating at the entrance and proceed into designated lift lines.
- C) Assist lift line flow by being courteous and alternating lines.
- D) Ensure lift ticket is visible and accessible.
- E) Use respectful behaviour and appropriate language.

