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**West Carleton Skating Club**

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| **Policy:** | **Guest Coaching** |
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| **Revised:** | **October 24, 2018** |
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**A guest coach is a Skate Canada professional coach who does not have a contract with the West Carleton Skating Club (WCSC).**

All guest coaches must adhere to the following requirements:

* Obtain WCSC Executive approval to be a guest coach by sending an e-mail to [info@wcskatingclub.ca](mailto:info@wcskatingclub.ca). The request must include:
  + **Guest Coach Request Form**. \*\*
  + A copy of their current Skate Canada professional coach membership card
* Ensure that their skaters are properly registered for the sessions and that all forms are completed and fees are paid prior to taking the ice. Please review WCSC’s Guest Skating Policy.
* Agree to abide by the Club By-laws and Policies, and Skate Canada’s Rules, Regulations and Policies, including the Coaches Code of Ethics Policy.
* Ensure that their guest skaters have provided their guest skating fees before joining an ice session.
* Ensure that their guest skaters follow the WCSC rules and the Skater Code of Conduct.
* Follow directions of the WCSC coaches regarding the flow or courtesy guidelines on any session.
* Will not provide lessons to members of the WCSC unless permission has been granted by the primary coach of the skater or in the absence of a primary coach by the WCSC President.

Guest coaches will be advised in writing whether the WCSC has approved or denied their request. The approval or non-approval of a request is at the discretion of the WCSC.

The WCSC will rescind its approval of any guest coach who does not adhere to these requirements.