

# BROOMBALL CANADA HIGH PERFORMANCE PROGRAM POLICY AND PLAN



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All you need to know  
about the HP Program

# Broomball High Performance Program

## Policy and Plan

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# *Broomball High Performance Program Policy*

## **1.0 Mandate**

Canadian Broomball Federation needs a High Performance Program to get to the next step of a normal sport progression. We have grown from Community Sport to Competitive levels (Regional-Provincial /Territorial- National and International) but without a clear path to winning performances at Worlds and International competitions.

We are Broomball's International Leaders with our coaching and officiating programs and how we develop from our grassroots to international performance, but we now need to plan how we will stay on top with high performance results from our athletes.

## **2.0 Purpose**

We, the Members of the CBF Board and Members, approve this **Broomball HP Program Policy**.

We are showing a united front and following the Broomball HP Program **Plan** to keep our leadership role.

With this Policy and Plan, we will get high performance results from our Athletes, Teams, Officials and Coaches.

## **3.0 Background**

For the past 30 years, the CBF's main focus was on building from scratch a good and stable base to our pyramid. In the past 5 years, we have developed programs to revive interest in this Canadian born Sport to young Canadians across the country. We have also done some soul searching and looked at what we were made of and how we can be better and then came the **Broomball Long Term Athlete Development Model**. We worked on some stages that needed help and we are now ready to tackle one Long term Athlete Development Stage that we never tackle before: the Training-to-Win Stage. We are now ready for **High Performance** and the tip of our pyramid. Our Focus shifts from playing because it's fun to performing to keep our Leadership role!

## **4.0 Next Steps**

1. Form a HP Program Committee
2. Adjust our 5 Year Plan by adding a High Performance Program Section
3. Plan each of the steps with goals and milestones
4. Elaborate a financial plan and solicit Sponsorship
5. Plan and Implement each of the step annually
6. Evaluate and Monitor progress
7. Report to our Members at Annual Meetings and to Sport Canada

## **5.0 High Performance Program Committee**

A HP Program Committee consists of the CBF President, the VP Technical, the Coaching Coordinator, National Team Coaches (1 to 3) and the HP Program Coordinator (Chair).

The HP Program Committee will oversee all steps, plans and evaluations within the HP Program and will report on progress at the Annual Meeting.

The HP Program Committee will be appointed immediately after the Senior Nationals

## 6.0 National Team Selection

*For the first 3 years (2014-2015, 2015-2016 & 2016-2017)*

### **Coaches Selection**

*For the first 3 years of the HP Program - 3 Head Coaches will be appointed from the winning teams at the 2014, 2015 and 2016 Senior National Championships in April of each Year.*

### **Hiring Process**

CBF will not provide any financial compensation to National Teams Head Coaches other than travelling expenses to National and International Championships, to High Performance Committee Meetings and CBF Annual Meeting. CBF will provide financial compensation for any NCCP Workshops National Team Head Coach wants to attend, during the term of the Agreement (one year). (They will have to provide proof of attendee)

*For the first season 2014-2015 of our High Performance Program/National Teams, the hiring process of the National Teams Coaches differs from the next seasons.*

### **The hiring process for 2015-2016 Season and on, will be:**

All teams need a certified coach to participate at the Senior Nationals  
To coach at the Senior Nationals you have to be level 1 (old NCCP) or BTC Trained  
(Starting in 2017 coaches will have to be BTC Certified) at the Senior National Championship, where Teams will be selected (Winning Teams)

Head Coach of each Winning Team (Men's, Women's and Mixed Team) will be asked:  
to provide a CV of their Coaching Career, their NCCP Number and  
to read, sign and abide to a one year Agreement and to the Coach Code of Conduct.

*The Agreement asks the coach to help their athletes and the High Performance Coordinator in the best way possible for the full term of the agreement.*

*The Agreement asks the coach to get as close as possible to a certified status of the BTE, our NCCP Competition Development, during the term of the agreement. If the coach has a BTE Certified status, he will be encouraged to go forward and take modules offered at NCI's.*

*The Agreement asks the coach to produce YTP's for their team and athletes, to travel to National and International events where their team will play.*

*The Agreement asks the coach to report on results and any of the Team's activity, to be available for 2 or 3 meeting/conference calls with the High Performance Coordinator and Committee.*

If the Head Coach refuses to sign the Agreement, the High Performance Committee will appoint another coach as National Team Coach of that specific team. The appointed coach will have to read, sign and abide by the Agreement.

The CBF High Performance Coordinator will remain in contact with, before and during the season, all 3 National Team Head Coaches to help them to stay on task and to become the best role model for athletes nationally and internationally.

The CBF High Performance Coordinator and High Performance Committee will report on quality control and on all activities of the National Team's Athletes and Coaches to the CBF Members and to Sport Canada.

*(This grey section was added and approved by the CBF Members on Dec. 10<sup>th</sup> Conference call, see minutes if needed)*

### **National Teams Selection**

The Canadian Broomball Federation will have 3 National Teams each Season

Men's Team: Winning Team at the Senior National Championship in the Men's Category

Women's Team: Winning Team at the Senior National Championship in the Women's Category

Mixed Team: Winning Team at the Senior National Championship in the Mixed Category

After the Team Selections, Head Coach of each National Team, can decide to change up to 4 players of the Senior National Championship official roster.

By the First day of June (following the Senior National Championship), the final list of athletes on each National Team should be decided and names of all National Team Athletes will be presented on the CBF Website. ([www.broomball.ca](http://www.broomball.ca))

### **7.1 CBF Responsibilities:**

- An Official Letter of Congratulations, confirming their selection as a National Team Coach
- Team jacket
- Training Camp
- Access to BTE Training or BTC Evaluation, NCI's Training (National Coaching Institutes)
- Sport Leadership Conference registration costs (if budget allows)
- Any outside resources needed if planned at the beginning of the Year
- Financial compensation to go to next Senior National Championship (if budget allows)

### **7.2 National Team Coach Responsibilities**

- Sign the National Team Coach Agreement and the Broomball Code of Conduct (annex 1)
- Coach the National Team for a full Year (May to April)
- Be available for the National Team training camp
- Meeting with the High Performance Committee, up to 3 time per year (can be conference calls)
- Start BTE training ( or get BTC Certification)
- Prepare an Annual Training Plan for the National Team
- Report to HP Program Coordinator and Committee on National Team training and competition results, when needed
- Report on National Team Athletes and National Team activities at the following Annual Meeting
- Be a role model and mentor for athletes and other coaches
- With the help of the HP Coordinator, pick the right competitions for their team and for the best performance possible

### **7.3 CBF Responsibilities:**

- An Official Letter of Congratulations, confirming their selection as a National Team Athlete
- Team clothing (when we get a National Sponsor)
- Physical Testing (September and Feb./March) and results
- National Team Training camp
- Any outside resources needed by the athlete if planned at the beginning of the year
- Financial compensation to travel to next Senior National Championship (if budget allows)

#### **7.4 National Team Athlete Responsibilities**

- Sign the National Team Athlete Agreement and the Broomball Code of Conduct (annex 2)
- Train, learn and perform as a National Team Athlete with Honor and Pride for a full Year (April to March)
- Be available and participate at the National Team training camp
- Follow your coach's Annual Training Plan
- Report to your coach any important matter about your training and game performance
- Be a role model and mentor to other athletes

#### **8.0 HP Program Budget**

- Limited budgeting on first 2 years and on the third year, we will help subsidize the Teams to go to the World Championships.
- During the fourth year, we want to expose the teams to international experiences by coordinating international events.

# *Broomball High Performance Program Plan*

## **2014-2017 Broomball High Performance Plan**

Four year plan for the Broomball High Performance Program

- [2014 High Performance Plan](#)
- [2015 High Performance Plan](#)
- [2016 High Performance Plan](#)
- [2017 High Performance Plan](#)
- [Annex 3](#)

*Annex 1*

*National Team Coach Agreement and CBF Coach Code of Conduct*



**NATIONAL TEAM COACH AGREEMENT**

Between:

\_\_\_\_\_ 2014-2015 National Team Coach (Men's Team)

And

**George Brown** \_\_\_\_\_ Canadian Broomball Federation President

From the last day after Senior Nationals until the first day of the next Senior Nationals both parties agree on:

The National Team Coach will:

- Sign the National Team Coach Agreement and the Broomball Coach Code of Conduct
- Coach the National Team for a full Year (May to April)
- Be available for the National Team training camp
- Meet with the High Performance Committee, up to 3 times per year (can be conference calls)
- Start BTE training (or complete BTC Certification)
- Prepare an Annual Training Plan for the National Team they are coaching (HP Program Coordinator can help you in the development of such a Plan)
- Report to HP Program Coordinator and Committee on National Team training and competition results, when needed
- Report on National Team Athletes and National Team activities at the Annual Meeting prior to following year's National Championships
- Be a role model and mentor for athletes and other coaches

The CBF will:

- Provide an official Letter of Congratulations, confirming their selection as a National Team Coach
- Provide a Team jacket or clothing (if budget allows it)
- Provide a 2 day Training Camp for their Team
- Provide access to BTE Training or BTC Evaluation, NCI's Training (National Coaching Institutes)
- Provide registration cost to the Sport Leadership Conference (if budget allows)
- Any outside resources required, if planned at the beginning of the Year
- Financial compensation to go to next Senior National Championship (if budget allows)
- Provide an ongoing guidance from the HP Program Coordinator

I hereby declare having read the above and understand and accept the terms and conditions outlined.

\_\_\_\_\_  
CBF President

\_\_\_\_\_  
Men's National Team Coach

Date: \_\_\_\_\_

Date: \_\_\_\_\_





### ***Broomball National Team Coach Code of Conduct***

**As a Broomball Coach on behalf of Canadian Broomball Federation, I agree to these conditions and to agree to abide and follow the following Code of Conduct:**

1. Support all staff and programs of Canadian Broomball Federation and partner organizations in a positive and professional manner at all times.
2. Provide the most up-to-date instruction, support and coaching possible.
3. Make every effort to attend professional development sessions annually to improve personal abilities and performance.
4. Make every effort to attend all National Team activities and/or meetings
5. Align with the common goals and objectives of Canadian Broomball Federation and its provincial/territorial partners as they service the membership at large, and the goals and objectives of the Broomball High Performance Program.
6. Approach problems and issues (technical and non-technical) in a professional and respectful manner seeking solutions that support due process.
7. Abide by any Code of Ethics adopted by Canadian Broomball Federation, any provincial/territorial broomball association of which I am a member and by the NCCP Code of Ethics.
8. Lead/ coach my team and conduct assignments as required, remaining active in professional development activities and coach development.
9. Provide a safe and welcoming performance environment. Show care and respect for athletes, other coaches and the facilities you are using.
10. Respect the confidentiality of any athletes to whom I provide support through the training, mentoring or evaluation process. I will not discuss the strengths or weaknesses of individual athletes, their participation or submissions with others except with BHP Program Committee and BHP Program Coordinator and only to help improve team performances and the BHP Program

I hereby declare having read the above and understand and accept the terms and conditions outlined.

Name (Print): \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*Annexe 2*

*National Team Athlete and CBF Athlete Code of Conduct*



**NATIONAL TEAM ATHLETE AGREEMENT**

Between:

\_\_\_\_\_ 2014-2015 National Team Athlete (Men's Team)

And

**George Brown** \_\_\_\_\_ Canadian Broomball Federation President

From the last day after Senior Nationals until the first day of the next Senior Nationals both parties agree on:

The National Team Athlete will:

- Sign the National Team Athlete Agreement and the Broomball Athlete Code of Conduct
- Play broomball for a full Year as a National Team Athlete (May to April)
- Be available for the National Team training camp/Testing
- Meet with your coach (one on one) at the beginning of the season and 2 more times at your choice of time, (can be a call)
- Follow your coach's Annual Training Plan
- Report to HP Program Coordinator if you have an injury or can NOT play broomball for any reason
- Be a role model and mentor for your team mates and other athletes

The CBF will:

- Provide an official Letter of Congratulations, confirming your selection as a National Team Athlete
- Provide a Team jacket or clothing (if budget allows)
- Provide a 2 day Training Camp for you and your team
- Provide 2 physical testing for you and your team
- Provide registration cost to the next National Championships (if budget allows)
- Any outside resources required, if planned at the beginning of the Year with your coach
- Financial compensation to go to next Senior National Championship (if budget allows)
- Provide an ongoing guidance from the HP Program Coordinator

I hereby declare having read the above and understand and accept the terms and conditions outlined.

\_\_\_\_\_  
CBF President

\_\_\_\_\_  
Men's National Team Athlete

Date: \_\_\_\_\_

Date: \_\_\_\_\_



## ***Broomball National Team Athlete Code of Conduct***

**As a Broomball Athlete on behalf of Canadian Broomball Federation, I agree to these conditions and to agree to abide and follow the following Code of Conduct:**

1. Support all staff and programs of Canadian Broomball Federation and partner organizations in a positive manner at all times.
2. Provide the most effort in your training and in competing as a National Team Athlete.
3. Make every effort to attend development sessions annually to improve personal abilities and performance.
4. Make every effort to attend all National Team activities and/or meetings
5. Align with the common goals and objectives of Canadian Broomball Federation and its provincial/territorial partners as they service the membership at large, and the goals and objectives of the Broomball High Performance Program.
6. Approach problems and issues (technical and non-technical) in a professional and respectful manner seeking solutions that support due process from your coach or the HP Program Committee Members (the HP Program Committee is formed of the 3 National Team Coaches, the HP Program Coordinator, Broomball Coach Coordinator and the CBF VP Technical)
7. Abide by any Code of Ethics adopted by Canadian Broomball Federation, any provincial/territorial broomball association of which I am a member
8. Show care and respect for other athletes, coaches and the facilities you are using.
9. Every athlete shall reasonably cooperate with the CCES or another anti-doping organization investigating anti-doping rule violations and that a failure to do so may be the basis for disciplinary action within the sport.

I hereby declare having read the above and understand and accept the terms and conditions outlined.

Name (Print): \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*Annexe 3*

**Canadian Broomball Federation High Performance Plan**

*(Document from Sport Canada Consultant)*

SFAF V - Element	What's currently in place?	Plan on how this element will be met (What will be done in order to achieve the met status?)	Date Anticipated Element will be Met?
B5.1.1 Head Coaches, Head Discipline or Head Event Coaches are selected based on an approved hiring process	<p>Before May 2014, we did not have any Head Coach Positions.</p> <p>In June 2014, we will name 3 Head Coach Positions from the Winner Teams at Senior Nationals (Men's, Women's and Mixes' Team Head Coaches)</p>	<p>For 2014 and 2015 seasons, we will keep the same hiring process and will evaluate the process in the fall of 2015 to adjust if needed for the next season and to be ready for Jan 2016.</p> <p>If budget allows it we will figure out a financial compensation for those 3 Head Coaches Positions</p>	June 2014-MET and new and revised process will be ready for Jan. 2016.
B5.1.2 Documentation outlining the required qualifications for Head Coach, Head Disciplines Coaches, Head Event Coaches.	June 2014 we will have all documentation outlining the required qualifications and process for all aspects of the Broomball High Performance Program including Head Coach Positions	Develop a clear document in French and English for all aspects of the Broomball High Performance Program	June 2014 in English July 2014 in French
B5.2.1 The NSO has team selection criteria	April 2014 Senior Nationals Championship in Calgary AB, the 3 Winning Teams are selected as the 3 Broomball National Teams (Mixed, Women's and Men's Team)	<p>Inform, by official letter, all winning team's athletes of their new status and how they were selected.</p> <p>For the 2014 and 2015 seasons, we will keep the same team selection criteria and will evaluate the process and criteria, in the fall of 2015 to adjust if needed for the next season and to be ready for Jan 2016.</p> <p>If budget allows it we will figure out a financial compensation and Teams clothing for National Team Athletes.</p>	June 2014 French and English  Jan. 2016 for revised criteria

SFAF V - Element	What's currently in place?	Plan on how this element will be met (What will be done in order to achieve the met status?)	Date Anticipated Element will be Met?
B5.2.2 The NSO team selection criteria has been verified by an appropriate representative of the NSO	June 2014 Board Meeting: all aspects of the Broomball High Performance Program will be scrutinised by CBF President, VP Technical, High Performance Coordinator and Athlete's Rep.	Verify all aspects of the High Performance Program, Team and Coach selection criteria, at the Summer Board Meeting June 2014  Complete and adjust the Broomball High Performance Program Document	June 2014  July 2014 French and English
B5.2.3 Method by which team selection criteria is communicated to the membership	Not yet in place	Broomball High Performance Program Document in English and French will be available on <a href="http://www.broomball.ca">www.broomball.ca</a> in a protected section	End of July 2014
B5.3.1 Proof that HP technical leaders oversee the development of yearly training plans	In June of <b>each year</b> , a National Team Coaches Conference call will be organized to set the final date for them to send their Yearly Training Plan for the next season to the High Performance Coordinator.	June Conference call  August, evaluation of Yearly Training Plans by HP Coordinator  September call to each National Team Coaches to comment and revise training plans  January HP Coordinator will again call National Team Coaches to verify progress of teams and to adjust the plans before the Nationals in April.	Started in June 2014 and one full year of HP Program in June 2015 and two full years in April 2016
B5.3.2 Yearly training plans include strategic and tactical considerations, sport science, IST, performance objectives, fitness testing and objectives	in place in June 2014	June conference call with National Teams coaches will remind coaches of strategic, tactical, sport science, IST, performance objectives, fitness testing and objectives that should be included in their Yearly Plans.	Started in June 2014 and one full year of HP Program in June 2015 and two full years in April 2016
B5.3.3 Yearly training plans align with the appropriate LTAD stage for the athlete	In place in June 2014	June conference call with National Teams coaches will remind coaches of proper alignment with the Broomball LTAD Model for each National Team Athlete	Started in June 2014 and one full year of HP Program in June 2015 and two full years in April 2016

<b>SFAF V - Element</b>	<b>What's currently in place?</b>	<b>Plan on how this element will be met (What will be done in order to achieve the met status?)</b>	<b>Date Anticipated Element will be Met?</b>
B5.4.1 Provide proof that the HP technical leaders monitor the progress of athletes including adherence to training plans and achievement of benchmarks	In place in June 2014	June each year Training camp where testing will be done for each National Team athlete.  January HP Coordinator will monitor progress (in-house testing) of athletes, adherence to training plans and achievement of benchmarks	Started in June 2014 and one full year of HP Program in June 2015 and two years in April 2016
B5.5.1 Process by which the NSO identifies the competitions athletes will attend in 2014-2015 (Could be another fiscal year)	In place in June 2014  At the June National Team Coaches conference call, the HP Coordinator will with the help of National Team Coaches, identify the National and International competitions National Teams should attend.	June each year Conference call with the National team coaches  Select competitions for next season and confirm that teams register to each selected competitions	Met in June 2014
B5.5.2 Competition objectives for one athlete for 2014-2015	In place in June 2014  Competition objectives for each National Team	June each year Conference call with the National team coaches  Select competitions objectives for each National Teams	Met in June 2014
B5.5.3 Overall competitive program objectives for 2014-2015	In place in June 2014  Overall National Team competitive program objectives	June each year Conference call with the National team coaches  Select Overall National Team competitive program objectives	Met in June 2014
B5.6.1 Annual review for athletes from the 2014-2015 season	Introduce in the 2014-2015 season (June 2014) but the actual review will be in March 2015 (a couple weeks before Senior National Championships)	Athletes testing in June and in house testing in January  HP Coordinator will monitor the testings' and results to report in March 2015	Will be met in March 2015
B5.6.2 Annual review for coaches from the 2014-2015 season	Introduce in the 2014-2015 season (June 2014) but the actual review will be in March 2015 (a couple weeks before Senior National Championships) by conference call or in person meeting with all National Team coaches, the CBF VP Technical and the HP Coordinator	June 2015 conference call with National Team coaches will be the starting point and in March 2015 with a one-on-one conference call with each coach, a review of the coach's year will be done and reported to the CBF Members.	Will be met in March 2015