

Sanction Planning Checklist

Complete an Emergency Action Plan and share with facility to understand facility expectations.

Ensure you have appropriate medical coverage.

- The minimum standard is equal to certified coach requirements.

Complete a COI (Certificate of Insurance) with BFL (or insurance company)

Familiarize yourself with how to pay ENTADEM fees after the event. Set up an account for your club, if you do not have one already.

- <https://www.entandemlicensing.com/get-started/>

Submit officials request list to ensure officials are in good standing with Skate Canada.

You will be asked for the following LTD Questions, please be prepared to answer:

- Describe how the event will promote quality sport and physical activity.
- How have you designed the activities to ensure they are developmentally appropriate for the participants?
- How will you ensure your event is inclusive and welcoming?
- What steps have been put in place to ensure a safe environment for learning?

You will need to confirm the following:

- All coaches are members in good standing with Skate Canada
- All skaters are members in good standing with Skate Canada
- The club or skating school has an active account with profile populated in the Skate Ontario Members Lounge.
- The club or skating school has satisfied Skate Ontario's Member Accountability Requirements as outlined in the Skate Ontario Membership MOU. If the club does not satisfy the MOU requirements, you may not receive a sanction.

Have the following documentation ready to upload at the time of Application

Emergency Action Plan

COI or Insurance Coverage