

**EDMONTON  
SPECIAL OLYMPICS  
ALBERTA**



2021-2022 Special Olympics Alberta – **Edmonton**  
**Volunteer Registration Package**

All the Information you need to know about registering for the upcoming program year!



**TABLE OF CONTENTS**

**REGISTRATION PROCESS & COVID STATEMENT** .....

    PROGRAM OUTLINE .....

**HOW TO REGISTER** .....

    REGISTRATION TIMELINE .....

    HOW TO REGISTER – REGISTRATION OPTIONS .....

    ACCESSING THE REGISTRATION FORM LINK! .....

    WAIVERS.....

    FULL PROGRAMS .....

**PAPER REGISTRATIONS** .....

    PAPER REGISTRATIONS.....

**QUESTIONS & INQUIRIES** .....

## **Registration Process**

The aim of the registration process for 2021-2022 is to keep things as simple as possible – for you, and for the Special Olympics team! As such, we are proceeding with registration on a Microsoft Form for this season.

All registrations will be submitted through an electronic form, for those with an email on file. The registration form will remain open while there are spots available in the program.

**Read this package in full for all you need to know to register for this season!**

## **COVID Statement**

At this time, unknowns are our new normal. However, we are anticipating a program season that looks pretty close to typical for Special Olympics. As of right now, these are the expected parameters:

- Athletes & coaches can register in multiple programs
- We will have indoor & outdoor programs
- COVID protocols will likely be in place, but we will not know those parameters until closer to our start, as they shift so quickly
- Competitions will be on hold for the rest of 2021, but may be a possibility for summer 2022

This is all subject to change, depending on the coming months. We will be following the guidance of Special Olympics Alberta.

For the 2021-2022 season, we encourage each member to consider their personal comfortability participating in in-person programming prior to registering. This decision is one that can only be made by the athlete and their supports, based on individual risk status and personal circumstances, given the current parameters.

For more information and updates regarding Special Olympics parameters for return to play, please visit <https://www.specialolympics.ca/alberta/return-to-play>.

**\*It is up to the individual to participate at their own risk\***

**Special Olympics Edmonton  
2021-2022 Program Outline**

Ph: 780-448-1876 - Email: [clacoste@specialolympicseidmonton.ca](mailto:clacoste@specialolympicseidmonton.ca)

Season	Program	Fee	Start	End	Weekday	Time	Location
Fall Start Dates	<b>5-Pin</b>						
	AS1	\$170	Nov	Apr	Sundays	10:00 am - 12:00 pm	Bonnie Doon Bowling Lanes - Bonnie Doon Shopping Centre 8330 82 Ave
	AS2	\$170	Nov	Apr	Sundays	1:00pm - 3:00 pm	Plaza Bowling Co. - 10418 118 Ave NW
	AS3	\$170	Nov	Apr	Sundays	10:00 am - 12:00 pm	Plaza Bowling Co. - 10418 118 Ave NW
	<b>10-Pin</b>	\$165	Nov	May	Saturdays - Alternating	1:00 pm - 3:30 pm	Gateway Lanes - 3414 Gateway Blvd NW
	<b>Alpine Skiing</b>	\$205	Nov	Mar	TBD	TBD	Snow Valley Ski Club 13204 Rainbow Valley Rd NW
	<b>Artistic Gymnastics**</b>	TBD	Nov	Feb	Mondays	5:00 pm - 6:00 pm	Capital City Gymnastics Centre - 4130 101 St NW
	<b>Curling</b>	\$60	Nov	Mar	Tuesdays	5:30 pm - 6:45 pm	Derrick Curling Club - 3500 119 Street NW
	<b>Floor Hockey</b>	\$95	Nov	Mar	Wednesdays	6:00 pm - 8:00 pm	Edmonton Expo Centre - 7515 118 Ave NW
	<b>Indoor Soccer Adult</b>						
	Rec	\$90	Nov	Mar	TBD	5:30 pm - 6:30 pm	TBD
	Advanced	\$90	Nov	Mar	TBD	5:45 pm - 6:45 pm	
	<b>Rhythmic Gymnastics</b>						
	Sprites (Performance)	\$50	Nov	May	Thursdays	6:00 pm - 7:00 pm	Princeton Elementary School - 7720 130 Ave NW
	<b>Snowshoeing</b>	\$50	Nov	Mar	Sundays	1:00 pm - 2:30 pm	Rundle Park - ACT 2909 113 Ave
	<b>Swimming</b>						
Beginner	\$120	Nov	Mar	Mondays	8:15 pm - 9:15 pm	Gerry Kelly Aquatics Centre - MacEwan University - 10800 105 Ave NW	
Intermediate	\$120	Nov	Mar	Mondays	8:15 pm - 9:15 pm		
Advanced	\$155	Nov	Mar	Mondays & Wednesdays	8:15 pm - 9:15 pm		
Winter Start Dates	<b>Introduction to Strength Training</b>	\$70	Jan	May	Tuesdays	6:00 pm - 7:30 pm	Steadward Centre University of Alberta Van Vliet Complex - 116 St & 87 Ave
	<b>Powerlifting</b>	\$70	Jan	May	Thursdays	6:00 pm - 7:30 pm	
	<b>Track &amp; Field</b>	\$85	Feb	June	Mondays	7:00 pm - 8:30 pm	Kinsmen Sports Centre - 9100 Walterdale Hill NW (Feb - May) Foote Field 11601 - 68 Ave (May - June)
Spring Start Dates	<b>Basketball</b>						
	Novice	\$65	Mar	June	Mondays	6:00 pm - 7:30 pm	TBD
	Intermediate	\$65	Mar	June	Thursdays	6:00 pm - 8:00 pm	Legacy Athletics Basketball - 6034 83 St NW
	Advanced	\$65	Mar	June	Thursdays	6:00 pm - 8:00 pm	Legacy Athletics Basketball - 6034 83 St NW
Summer Start Dates	<b>Bocce</b>	\$50	May	Jul	Tuesdays	6:00 pm - 7:30 pm	Lilian Osbourne High School - 2019 Ledger Rd
	<b>Golf</b>						
	Rec	\$110	May	June	Wednesdays	6:00 pm - 7:00pm OR 7:00 pm - 8:00 pm	Ottewell Curling Club - 4205 102 Ave NW
	Intermediate	\$130	May	June	Tuesdays	6:00 pm - 8:30 pm	Country Side GC 51466 RR 232, Sherwood Park
	Advanced	\$155	May	June	Tuesdays	6:00 pm - 8:30 pm	Country Side GC 51466 RR 232, Sherwood Park
	<b>Outdoor Adult Soccer</b>						
	Rec	\$55	May	Aug	Thursdays	6:30 pm - 8:00 pm	TBD
	Advanced	\$65	May	Aug	Mondays & Thursdays	6:30 pm - 8:00 pm	
	<b>Pickleball**</b>	\$60	May	Aug	Tuesdays	6:00 pm - 7:00 pm	Royal Gardens Community League - 4030 117 St NW
<b>Softball</b>	\$60	May	Aug	Wednesdays	6:00 pm - 8:00 pm	Ermineskin Diamonds - 25 Ave. & 107 Street NW	
<b>Walking Club**</b>	\$20	Jul	Aug	Mondays	6:00 pm - 7:30 pm	Grizzly Bear Lodge Park - 9100 Walterdale Hill NW	
Youth Programs	<b>Active Start</b>						
	Time Slot 1 (4-6 yrs)	\$55	Nov	Mar	Saturdays	9:00 am - 10:00 am	Westmount Fitness Club - 12840 109 Ave NW
	Time Slot 2 (2-4 yrs)	\$55	Nov	Mar	Saturdays	10:15 am - 11:00 am	
	<b>Youth Multi-Sport Program (7-14 yrs)</b>	\$55	Jan	Mar	Saturdays	9:00 am - 10:30 am	Westmount Fitness Club - 12840 109 Ave NW
	<b>Indoor Youth Soccer (7 - 14 yrs)</b>	\$65	Nov	Jan	Saturdays	10:30 am - 11:30 am	TBD
	<b>Outdoor Youth Soccer (7 - 14 yrs)</b>	\$55	May	Jul	Saturdays	10:30 am - 11:30 am	Empire Park Community League - 4804 107 St NW
	<b>Little Bowlers - 5-Pin (5- 14 yrs)*</b>	\$80	Nov	Apr	Sundays	10:00 am - 11:30 am	Bonnie Doon Bowling Lanes - Bonnie Doon Shopping Centre 8330 82 Ave
	<b>Youth Basketball (7 - 14 yrs)</b>	\$55	Mar	June	Mondays	6:00 pm - 7:30 pm	TBD

Intermediate & Advanced Programs are by coach selection only. Please only register if you participated in this program in the 2019-2020 season.

All new athletes will start out in the beginner level of programs and changes will be made at coach discretion.

\*\* - New Program!

**Program start-dates and end-dates will be released via email and updated on the website in the weeks prior to the start of each program.**

**\*PROGRAM OUTLINE IS SUBJECT TO CHANGE\***

## How to Register

**Select your Programs** - Review this package, the Program Outline, and our Program Guide (attached in email) to select all programs that you want to participate in for the 2021-2022 season.

**Register!** - Register Online using our **Electronic Registration Form**. This is the **easiest and quickest way to get registered** and takes only a few minutes. Follow the link below to get started! **Registration for each program opens August 12<sup>th</sup> and will close when we are full. If there is a program that you are interested in, but it does not appear, please contact Ally at [ashort@specialolympicsedmonton.ca](mailto:ashort@specialolympicsedmonton.ca)**

**Follow-Up** - Once registered, you will receive a confirmation email from the office stating that we have received your registration for the 2021-2022 season. There may be additional requirements needed from you prior to the season start including but not limited to:

- **Criminal Record Check (CRC) – You will be contacted if the office does not have a valid CRC & Vulnerable Sector Check.** If you have a valid check, that is not on file with SOE, please email a copy of it to Ally to ensure it is updated on your Volunteer Profile. **This must be completed prior to season start - if it is not completed, you will not be able to volunteer for the program.**
- **First Aid – All Head Coaches are required to have an active First Aid certification and each program requires 50% of volunteers to have an active First Aid Level C – CPR & AED certification.** If you have an active first aid certification that is not on file, please email a copy to Ally to ensure it is updated on your Volunteer Profile. In addition, if you are interested in completing your first aid certification, please indicate this on your Volunteer Registration – SOE will be in contact with you for more information on how to get you certified!
- **Coach Development Courses – SOE will contact you with opportunities and requirements for upcoming courses, please keep an eye on your email!**

**Play!** – You will receive an email in the weeks prior to the program with the start-date and any other information you need to know for the season. Start-Dates have not yet been released for the coming season. **Reminder: Programs will be starting in November this season!**

**August 12<sup>th</sup>**

**Online Registration is Open!**

August 12<sup>th</sup>, the electronic online registration form will open. All volunteers will be able to register for all programs during the 2021-2022 season.

Once you submit your online form, Ally will be in contact with you to confirm all details and proceed with additional requirements for the upcoming season.

**September 25<sup>th</sup>**

**Season Kick-Off & Payment Day!**

Date: Saturday, September 25<sup>th</sup>, 2021

Location: Central Lions Senior Centre  
11113 113 St NW

Time: 1:00pm – 4:00pm

All volunteers are welcome, but it is not required! Drop in and say hi to the athletes you haven't seen in a while & meet the other volunteers!

## **Accessing the Registration Form Link!**

Once the online registration form **OPENS on Thursday, August 12<sup>th</sup>**, you can follow the link below to get started with your registration:

<https://forms.office.com/r/6iTWSgGnh>

**This link is for Volunteers ONLY – Athletes must use the Athlete link!**

**You cannot pause a registration** – please be prepared to complete the form in full prior to starting the registration process.

**Only ONE volunteer can be registered at a time. If you need to register multiple volunteers, each volunteer must be completed separately. There is no way to register two people on one form.**

You will need the following information to register for programs:

- Volunteer Contact Information and the most accessible and regularly used email of the volunteer
- Volunteer Medical Information – Allergies, Seizure information and Protocol (if applicable), Medications and Dosages, Dietary Restrictions or Special Diet
- **Two Emergency Contacts and their full contact information**
- Selection of all programs that you would like to volunteer in for the 2021-2022 year

You can also find the Electronic Registration Form at:

- The Special Olympics Edmonton website - <http://www.specialolympicsedmonton.ca/get-involved/become-an-athlete/register/>
- Special Olympics Edmonton Facebook, online registration email announcements, contacting the office

## **Waivers**

As always, all volunteers must have signed waivers to participate in Special Olympics programs. **These waivers must be signed and submitted annually as part of the registration process.**

This year, waivers will be issued electronically closer to the start-date of programs, due to the inclusion of the time-sensitive COVID Declaration Waiver.

Waivers will be issued electronically to the primary email associated with the athlete, and reminders will be sent periodically once they are issued.

**It is entirely the responsibility of the volunteer to ensure that waivers are filled out properly and completely prior to the season start.**

## Full Programs

The benefit to the registration system this year is that a registration can be completed from anywhere, at any time, with a computer and an internet connection. The system works on many types of devices. This flexibility is to ensure that every opportunity is given for athletes and volunteers to complete their registration in a timely manner.

Every program has a maximum capacity for volunteers. Capacity is determined by two factors – athletes and facility space.

**If a program is full, and you cannot find the program you are interested in volunteering in, please contact Ally at the SOE office. Please note that it is not a guarantee that you will be registered in the program you initially submit the registration for. If the program fills, or we require more volunteers in another program, we will contact you to determine the best option moving forward. As always we want to try to accommodate you – if you have any questions or concerns please feel free to contact us!**

Attendance is taken at programs, and any volunteer that has not registered that attends practice will be asked to sit out until their registration has been processed.

**Registrations will be accepted until the start-date of the program.** At that time, late registrations will only be accepted on a case-by-case basis, dependent on program numbers, the design of the program, and athletes.

## Paper Registrations

Our goal is to have as many people use the Electronic Registration Form system this year, so we will not be releasing a paper form this year for anyone with an email on file. Sending in your registration via paper requires a lot of data entry to be duplicated and increases the risk of mistakes. The more people who use the online form, the more accurate and efficient registration will be!

We know that this is a big change for our community so we have provided as many options as possible for a smooth transition. The following are alternatives to using a paper form:

- **Drop by the Special Olympics Edmonton office** - (16011 118 Ave NW) Come to the SOE office from August 16<sup>th</sup> to 20<sup>th</sup> between 12 PM and 8 PM to complete the electronic form with assistance. Computer stations and internet access, as well as registration staff support, will be available during this time. Please come prepared with all necessary information to fully register. NOTE: Special Olympics staff has a remote and in-office work policy. If you need to come in after August 20<sup>th</sup>, you must make an appointment with a staff, with 24 hours notice, so that we can ensure there are members in the office when you arrive.
- **Public spaces** that offer internet and computer access are a great way to complete your registration on the online form – examples include public libraries.

## **Questions & Inquiries**

Have a question, or an inquiry? Please check the following places for the quickest and most effective service!

- Refer to **this package** ☺
- **Registration FAQ** – Visit <http://www.specialolympicsedmonton.ca/registration-faq/> to access the Registration FAQ (Frequently Asked Questions). This page will be populated as we receive questions and will address most quick questions about registration, the process, payments, and troubleshooting. Please visit the FAQ for the quickest access to information without the wait times!
- **Registration Resources** - Visit <http://www.specialolympicsedmonton.ca/get-involved/onlineregistrationresources/> to see all registration resources and updates as they are made available
- **Email** [ashort@specialolympicsedmonton.ca](mailto:ashort@specialolympicsedmonton.ca) to be placed in the queue with any specific questions that cannot be answered by the above resources. Please be patient as response times may be lengthy during registration season due to high volume of inquiries.