

Saskatchewan Broomball Association

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Broomball Loaner Kit & Skills Clinic Program Handbook

Inside...

- Learn how your group can borrow broomball equipment!
- Learn how to host a skills clinic in your community!
- Forms! (can be downloaded from the SBA website)

The Sport of Broomball...

Broomball is an exciting, competitive sport enjoyed by thousands of players of every age and ability. The unique concept of running under control, on ice, is something that must be experienced to be appreciated. As well, the stick skills of the game are very challenging and fun to master.

The Saskatchewan Broomball Association (SBA) exists to promote this great game within the province. The SBA offers a wide variety of recreation and competitive programs for all participants. We hope that your group will take an interest in Broomball this season!



Loaner Kit Program

The loaner kit program exists to provide groups the opportunity to participate in the sport of broomball by having access to proper equipment. Included in these kits are 40 pairs of broomball shoes, 20 brooms, 20 balls and basic instructional materials. Senior Kits (sizes 3 – 12, majority size 7 and up) and Junior Kits (sizes 3 – 10, majority size 7 and under) are available to be loaned out.

Policies:

- Groups will receive the equipment for a two-week period;
- Each group must forward the equipment to the next user group on time;
- Groups pay for the shipping costs when the equipment is received;
- All forms must be completed properly and sent into the SBA office on time;
- Groups will be charged for loss or damage to equipment.

Follow the steps below to access and use the Loaner Kit Program:

- ❑ Complete the SBA request form and forward it with the annual membership fee of \$30.00 to the SBA office.
- ❑ You will receive a confirmation letter indicating the dates and details of your loaner period.
- ❑ Sign a Release Form and fax to the SBA office no later than a week prior to receiving the kit.
- ❑ Complete inventory of equipment as soon as kit is received – fax this form to the SBA office.
- ❑ Complete inventory of equipment before it is sent to the next group and follow-up – fax these forms to the SBA office.
- ❑ Send the Loaner Kit on the bus (unless otherwise specified) to the next group on the shipping date stated in your confirmation letter.

Skills Clinic Program

Instructors are available to come out to your community to teach the skills and rules of broomball. Clinics are available for groups of all ages from kindergarten to adults.

Requirements from the host group for a clinic:

- Complete a request form;
- The host group is required to pay the instructors mileage (\$.25/km payable to the SBA). All other instructor costs are sponsored by the SBA;
- The arena ice surface must be freshly flooded with no snow on the ice;
- Helmets must be worn by all participants (including instructors and helpers);
- Organizers/teachers must be in attendance at all times during a clinic.

REQUEST FORM – FAX to: 525-4009

Contact: _____ Position: _____

Group: _____ Address: _____

City: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

LOANER KIT REQUEST

First choice of date: _____

Second choice of date: _____

Grades using kit: _____

Please indicate location of nearest bus depot: _____

Equipment Required: Senior Kit (sizes 3-12 – majority size 7 & up)

(Circle one) Junior Kit (sizes 3-10 – majority under size 7)

Extra Small Shoes (sizes 1 & 2)

Type of Rink: (Circle one) Outdoor/Indoor Artificial/Natural

CLINIC REQUEST

We would like the SBA to conduct a clinic (s):

Date: _____ Time: _____ Grades: _____

MEMBERSHIP APPLICATION

_____ Yes, our group would like to become an SBA Associate Member to be eligible for the loaner kit and clinic programs. We have enclosed a \$30.00 cheque for the season.

LOANER KIT RELEASE FORM – FAX to: 525-4009

ORGANIZATION: _____ CONTACT NAME: _____

PHONE: _____ FAX: _____ LOANER PERIOD: _____

IN ORDER FOR YOUR GROUP TO RECEIVE THIS KIT, YOU MUST SEND BACK THIS SIGNED FORM UPON RECEIPT OF YOUR CONFIRMATION LETTER.

The Loaner Kit received from the Saskatchewan Broomball Association (SBA) contains brooms, shoes, balls, bags, and various resource material. We, the user group, are totally responsible for the equipment, the participants, and all related activities while in possession of the Loaner Kit.

It is the responsibility of the user group to ensure the safety and enjoyment of participants. Proper headgear is required and necessary for all Broomball activities. The SBA and the Board of Education does not endorse, approve, or recommend any Broomball activity unless proper equipment is worn and in particular, a CSA approved hockey helmet.

The SBA, its Executive, employees and volunteers cannot be held liable for injury to any individual as a result of the use of the Loaner Equipment.

The SBA, its Executive, employees, and volunteers cannot be held liable for injury that may occur resulting from broken or damaged equipment.

It is the responsibility of the user group to ensure that the equipment received is safe prior to its use. If items are not in a safe useable condition, the user group must immediately remove this equipment and notify the SBA so that the items can be replaced (i.e., loose broom heads, cracked broom handles, ripped shoe soles, cracked balls or any other item found to be dangerous).

User groups will complete the equipment inventory, adhere to all program policies and agree to pay the replacement costs for all broken, damaged or lost equipment as follows:

- a) SHOES: \$75.00/PAIR
- b) BROOMS: \$20.00/EACH
- c) BALLS: \$20.00/EACH
- d) BAGS: \$40.00/EACH
- e) RULE BOOK: \$5.00/EACH
- f) INTRODUCTORY BOOK: \$3.00/EACH
- g) LEVEL ONE COACHING MANUAL: \$40.00/EACH

The SBA Loaner Kit program is strictly for promotional and educational use and was developed to allow people to experience Broomball in a safe, enjoyable manner. If for any reason you can not use the equipment when you receive it please let us know immediately as we always have an extensive waiting list.

The Saskatchewan Broomball Association reserves the right to withdraw loaner kits for membership projects without warning at any time.

I have read the above information, I understand it, and on behalf of the user group, agree to abide by the conditions herein.

PRINT NAME: _____ SIGNATURE: _____ DATE: _____

LOANER KIT EQUIPMENT INVOICE - Senior Kit # _____ or Junior Kit # _____

DATE LOANER KIT WAS RECEIVED:		DATE LOANER KIT WAS SENT:				
Fill out and fax to SBA office upon receipt of kit (306) 525-4009		Fill out and return to SBA office after use of kit (306) 525-4009				
Equipment Sent By The S.B.A.	Total Equipment Received By Your Group	Total Unusable Equipment Received (Explain)	Total Usable Equipment Received	Equipment Lost or Broken By Your Group (Explain)	Replacement Cost	Total Equipment Sent Onto the Next User Group
Senior Kit						
Junior Kit						
Size 12 - 2 pairs	Size 12 - 0 pairs					
Size 11 - 2 pairs	Size 11 - 0 pairs					
Size 10 - 8 pairs	Size 10 - 1 pairs					
Size 9 - 9 pairs	Size 9 - 2 pairs					
Size 8 - 7 pairs	Size 8 - 2 pairs					
Size 7 - 5 pairs	Size 7 - 8 pairs					
Size 6 - 3 pairs	Size 6 - 9 pairs					
Size 5 - 2 pairs	Size 5 - 8 pairs					
Size 4 - 1 pair	Size 4 - 5 pair					
Size 3 - 1 pair	Size 3 - 5 pair					
TOTAL SHOES - 40						TOTAL
BROOMS - 20					X \$75.00 =	
					X \$20.00 =	
BALLS - 20					X \$20.00 =	
BAGS - 5					X \$40.00 =	
Rule Book - 1					X \$ 5.00 =	
Coaching Manual - 1					X \$40.00 =	
Introductory Manual - 1					X \$ 3.00 =	
I have enclosed a cheque for the replacement cost of lost, damaged or broken equipment in the amount of _____						

EXAMPLE:

BROOMS - 20	20	1 - shaft was slightly cracked	19	1 - lost, 1 - broke	X \$20.00 =	\$40.00	17
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Equipment Follow-up Form – Kit #

I, _____ as the _____ of
(teacher, coach, etc.)

_____ certify that the equipment noted
(Organization)

on the Loaner Kit Equipment Invoice was received in good condition (except as noted). Also, all information provided to the SBA is accurate and is complete in full. I agree that the above mentioned Organization is responsible for any lost, broken, or damaged equipment while in possession of the Loaner Kit. A cheque has been included for the cost of any broken, lost, or damaged equipment.

Signature: _____ Date: _____

Address: _____

Phone #: _____

Please contact the SBA office by telephone with any discrepancies between the equipment sent by the SBA and the equipment you have received. This will prevent your organization from being wrongly charged for these losses.

The following information is vital to ensuring this program will continue to be supported by the SBA. Please take the time to complete it properly:

Grades using the equipment: _____

Number of Participants: _____

Number of times kit was used: _____

Shoe sizes that were used: _____

COMMENTS: _____

SASKATCHEWAN
BROOMBALL ASSOCIATION



Remember, Wear Your Helmet!



Reminder:

*All forms can be
downloaded from
the SBA Website*

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