



BILLET INFORMATION & GUIDELINES



**FOREMOST
SCHOOL**

We appreciate your willingness to open your home to billet athletes from the Foremost Rodeo Academy.

Host family responsibilities will begin when the Athletes arrive in late January and will last through to June. Our program runs the last ten weeks of the school but students will attend Foremost school from January till June and will live in your home during that time.

We realize that it does require a period of adjustment for all concerned, but it is our hope – with open communication and cooperation – this transition can be made as smooth as possible. As it is your home, and your peace of mind, we endeavor to ensure that you are comfortable with all arrangements made and encourage you to inform us of any concerns you may have.

Athletes will return home during extended breaks such as February teachers convention and Easter break. Athletes will also be absent during scheduled away rodeos. A copy of the schedule will be provided to each host family and updated as the season progresses.

In addition to the schedule, Foremost Rodeo Academy will provide host families with a personal information sheet which will provide you with important data about your athlete and contact information for their family.

Below is a summary of information families interested in billeting a player from Foremost Rodeo Academy need to know before deciding to commit to the experience.

In pursuing the mission and purpose of the Foremost Rodeo Academy, we are committed to providing a home environment that contributes to the healthy physiological and psychological growth and development for the Rodeo student athlete living away from home.

As a host family it is always helpful to have some information close at hand as we make our way through the season. Included in this package you will find everything you need to know about the billet program, what is expected of you, the host family as well as your athlete and the athlete family.

The information in this package is simply provided to make the billet experience a positive one and to allow you and your family to experience as little disruption in your home while you provide a rich nurturing environment for the players on our team.

We sincerely hope that billeting a Foremost Rodeo Athlete will be an enriching experience for your entire family. We truly appreciate the dedication of our host families and understand the added obligation that such a commitment brings. We are confident that you will find the benefits far outweigh the difficulties that may arise – and that the relationships that are cultivated will be long lasting. If you have any questions or concerns, please contact the school.

GENERAL NOTES

1. The player will need to have their own separate, private bedroom furnished much like a dorm room (bed, desk & chair, clothing storage). If accepting multiple athletes, athletes must have their own bedroom. Down time and privacy are paramount to the mental and physical wellbeing of young athletes.
2. Each host family receives a monthly payment to cover room and board, and the athlete's grocery expenses. Your monthly food bill will increase quite a bit as it will be your responsibility to make sure the athletes nourishment is provided for. The athlete and their family are responsible for covering their own personal needs including gas money. Some families have found it helpful to take the athlete shopping with them to learn their food preferences, and then have meals prepped ahead of time or even frozen for the athlete to access as needed.
3. All Athletes need to be enrolled in school. This will be at Foremost school and may include online courses through Coulee Collegiate.
4. Athletes may bring a car with them to drive. If an athlete does not have a car, they will be able to carpool with another athlete in the vicinity provided they have parent written permission. This will include transportation to and from school, practice, rodeos, etc. Athletes may require host family support with transportation at some points in time if they are unable to drive themselves or find rides with the carpool. If your athlete is participating in the carpool or being driven regularly by the host family, please arrange to pay additional gas money to the driving player or the host family separately from the monthly billet compensation.
5. Although you are not the player's athletes, you will need to set rules and expectations for them to follow while they are living in your home. The athlete must respect your house rules and be accountable if he doesn't follow them. Athletes need to follow the Foremost School and athletic code of conduct.

EXPECTATIONS OF THE HOST FAMILY

I. Nutrition & Health

A proper diet is of utmost concern as ultimately this affects athletic performance. We appreciate that many of you work during the day and are therefore unable to prepare breakfasts and lunches. We ask that healthy food is available for the athlete to prepare for themselves. Supper meals should be wholesome and varied, but the athletes do not need to eat steak everyday. In the event that you are unavailable to have suppertime with the athlete, it would be of benefit to your athlete if you would leave prepared supper meals that are frozen or waiting in the fridge to be reheated.

Medical records are confidential, but you will be informed of any allergies or serious illnesses that an athlete may have. If the athlete is under 18 years of age, their parents will consent to any required treatment. The host family may assist in getting the appropriate appointments for the athlete. The host family will contact the athlete's

parent or legal guardian in addition to the coaching staff in the event of serious illness or injury.

II. Emotional Support

It must be kept in mind that although these athletes are mature, many of them have just left home for the first time. Many will be homesick. Although this can be hard for them, there is little we can do but offer support and understanding. As surrogate “parents” we would ask that you make every effort to make billets feel like “part of the family.” We know, due to the nature of some individuals, this could be difficult. In the event that your athlete vents anger or frustration – particularly as it relates to fellow teammates and coaching staff, we ask that you stay positive and upbeat. Encourage them to focus on what they can control – by doing so, you are encouraging positive personal growth. Please do not hide things from us, which may be hurting the athlete as a person or as a student athlete. Your first obligation is to the athlete's parents and Foremost School to ensure the player is well supported.

Athletes receive counseling support for performance and general mental health and wellness from the Mental Performance Professional, Janay Gregory, at least monthly and then on an as needed basis. These sessions are confidential. You are welcome to share your thoughts or concerns with the Mental Performance Professional to benefit your player, however information may not necessarily be shared in return if the player has not provided permission.

III. Schooling

All athletes will need to be enrolled in Foremost School and may be enrolled for on-line classes through Coulee Collegiate. All grades are confidential. The athletes will work closely with Foremost School Academic Advisor, Angela Hazel to ensure athletes are on top of their homework/grades. If your athlete is having difficulty, you may be asked to ensure that they spend more time on their schoolwork. It is the athlete's parents' responsibility to ensure that a player is doing required work, making expected progress and to track their grades. This information is confidential and should be tracked by athletes' parents.

V. Host Family Changes or Request of Change

Communications between the athlete family, athlete and host family need to happen in a timely fashion as issues or concerns arise throughout the year. Teens often have concerns about repercussions if they bring up issues, however, if issues or concerns are left unaddressed it causes more difficulties. Please have these direct conversations prior to bringing your concerns to the Rodeo coordinator. While the billet experience is, for the most part, a positive and enriching one, occasionally the situation does arise when the athlete/family match does not work out. Sometimes chemistry or expectations might be lacking, which results in a relationship that cannot continue in a positive manner for one or both parties involved. In that event, Foremost Rodeo Academy will do whatever we can to make the necessary changes so that the athlete, their parents, and the host family are happy and comfortable with their arrangements, including changing the host family or removal of the athlete from the host family.

EXPECTATIONS OF THE Student Athlete

I. Student Athlete Conduct

Athletes will adhere to team Code of Conduct expectations, as well as all host family rules at ALL TIMES. Athletes must keep in mind that it is not a right to live at a host family's home but a privilege.

II. Curfew

Curfew is 9:00 p.m. on the night before Rodeos and 10:30 p.m. on other weeknights. Weekend curfew is 11:00 p.m. Academy instructors will communicate with families via SeeSaw if they are making an exception. If host families want an earlier curfew for their specific athlete this request will be honored by Foremost Rodeo Academy.

The athletes are to be home after curfew, **without friends, teammates, or boyfriends or girlfriends visiting.**

III. Schooling

All student athletes will need to be enrolled in Foremost School and may be enrolled in on-line classes through Coulee Collegiate. Athletes are expected to attend regularly and are expected to keep up grades to pass courses.

If athletes fall behind academically, instructors may adjust their daily schedule to ensure expectations are met. Host families and parents will be informed if this occurs.

IV. House Rules

- Athletes must keep in mind that it is not a right to live at a host family's home but a privilege. Always project a positive image of yourself and your team.
- Athletes must adhere to host family rules and expectations.
- Athletes must show gratitude and be helpful at all times.
- Athletes should keep their areas clean and clean up after themselves.
- Athletes should have their own spending money provided by their parents for day-to-day expenses and gas money if participating in the carpool.
- Athletes are responsible for their schooling.
- All athletes are to respect the mealtimes established by the host family and be present and on time. Athletes should inform their host families if they will not be home or on time for dinner. *Athletes eating meals alone in their rooms is not acceptable – athletes are to eat meals together with the family when it is being offered.* Athletes are expected to help the host families in the kitchen by assisting with meal preparation or meal clean up.
- Athletes must notify the host family regarding their whereabouts.
- Athletes are expected to follow all curfews. Players are to advise their host family when they will be home.

- All long-distance calls using the house phone will be charged to a calling card or made collect.
- No incoming calls on house phone are accepted after 10:00 pm except for an emergency or from parents
 - Computer compliance is a must. Athletes must obey the rules regarding computer time and surfing sites.
- Athletes are responsible for their own non-essential personal nutritional supplements, regularly used over the counter medications and toiletries.
- Sleepovers with dating partners (male or female) are NOT permitted. Friends are permitted as overnight guests with host family permission.
- Athletes will advise their host families of their practice and rodeo schedule.

CONDUCT AND EXPECTATIONS

I. Host Family Payment

Athlete families directly pay their host families \$500 / month for billeting their athlete. Should a billeting placement be unsuccessful, the payment will follow the athlete when they move to live with a different host family. There are no reduced player fees for choosing to billet another Academy athlete.

II. What the Host Family Provides

A. *Room* - Host families provide a separate, private bedroom furnished much like a dorm room (bed, desk & chair, clothing storage) for the athlete. Athletes should not be housed in a room with younger members of the host family. The host family home should be clean and organized and it should be maintained that way by the billet.

Host families will provide a non-smoking indoor home environment for the athlete.

B. *Board* - Nutritious meals including breakfast, lunch and dinner, and snacks to meet the needs of a high performing youth athlete, household toiletries and access to laundry facilities are provided by host families.

C. *Monitoring of Behavior* - Host families assist Foremost School and the Academy by ensuring that each student athlete complies with all rules and regulations associated with participation in the Foremost Rodeo Academy. In addition, athletes are expected to follow all house rules as set by host families. Please don't ignore small problems and we ask for open, honest communication between the athlete, the host family, the parents and the academy. Strong communication is essential to the core values of our organization. Host families are also expected to behave in a way that is conducive to promoting a positive and moral example.

Host Family House Rules

Every home is different, and all athletes should adhere to the house rules of their host family. ● Athletes are expected to show respect and uphold the dignity of your

home. Unruly athletes will not be tolerated, and in the event of a personality conflict, the athlete will be moved immediately.

- Laundry and other household duties may be worked out between athlete and host family.
- Dry cleaning is the athlete's responsibility.
- It is important that phone and internet use is discussed when initial connections with a athlete are made. Long distance phone calls should not be made on a host family's phone unless in case of emergency.

If you would like to have your athlete sign a rules contract with you a template form can be provided.

D. *Internet Access* - Host families are responsible to provide internet access for a billet athlete.

III. Things the Host Family Does Not Provide

- A. *Unlimited Food* - Host families are not responsible for supplying an unlimited amount of food or snacks, nor are they expected to provide meals in an erratic schedule. However, please remember youth athletes require more food containing specific nutrients than an average non-athlete youth. Athletes must eat what is considered to be a reasonable menu and should conform to the meal schedule of the host family.
- B. *Non-Essential Items and toiletries* - The purchase of non-essential items, regularly consumed over the counter medications and specialized toiletries (including shampoo, toothpaste, soap, etc.) should be provided by the athlete and is not the responsibility of the host families. Athletes must provide for those items, which include things such as cologne, magazines, medications, etc.
- C. *Transportation & Gas Money* – Athletes are required to provide for their own transportation to and from their family homes to their host family homes, this includes ground or airline transportation. Once in the Foremost area, host families may be required to provide transportation for students who are unable to drive themselves. Athletes without their own cars can also arrange carpooling with another athlete or players in the vicinity. If athletes are participating in the carpool or being driven regularly by the host family, it is an expectation to pay additional gas money to the driving player or the host family separately from the monthly host compensation. Host families do not provide driving athletes with gas money, this is the athlete and athlete family responsibility.
- D. *Long Distance Telephone* - Athletes are prohibited from using the host family telephone for long distance calls. Each athlete must utilize a personal cell phone or provide a calling card if using a host family phone for long distance purposes.
- E. *Electronics* - Host families are not required to place televisions, telephones, stereos, computers, or any other electronics equipment in the athlete's room. If the host family has a television in that room and wishes to leave it there for the athlete's use, that is appropriate, however, it is not required.
- F. *Athletes spending money* – This is the responsibility of the athlete and their family.

IV. Player Family Expectations

Athlete families are expected to work together with the host family to ensure your child has a safe, secure base while living away from home. Communications between the athlete family, athlete and host family need to happen in a timely fashion as issues or concerns arise throughout the year. Teens often have concerns about repercussions if they bring up issues, however, if issues or concerns are left unaddressed it causes more difficulties. Please have these direct conversations prior to bringing your concerns to the Rodeo Academy Coordinator or school. If you have been unable to successfully resolve any issues or concerns amongst yourselves, we are here to support you in finding solutions.

V. Housing

- A. *Arrival* - athletes will arrive at the host family's house in late January. Billet compensation begins the date the athlete moves into the host family household.
- B. *Host Family Absences* - Athletes shall not be left alone without adult supervision overnight. If a host family has vacation plans that will result in an overnight absence, please inform the School. Host families can make arrangements with another local family or make plans with the athlete's family to provide temporary housing during their absence.
- D. *Dating Partner Visits* - Under NO circumstances are girlfriends or boyfriends allowed in the host family home without permission or when the host family is not home. Under NO circumstances are these dating partners allowed to stay overnight. This makes for an extremely uncomfortable situation for everyone involved.
- E. *Departure* - Housing follows the school year calendar and continues through to the end of June.

VI. Host Family Information

- A. *Background Checks* – Foremost School and Foremost Rodeo Academy is required to conduct screening on all adults living in a host family home. All adults over the age of 18 in the host family home will be asked to submit a criminal record check form.. All information obtained during this process will remain strictly confidential between Foremost School and the adults within the host family home. No additional information or effort beyond completion of the criminal records check forms with the RCMP is required on the part of the host family to finalize the background check.
- B. *Family Information* - In order to place the most compatible athlete with each host family, the athletes and host families complete application forms. As athlete selections are made, the forms will be compared to find the athlete most suitable for each host family home. In most cases, the athlete will not come from identical backgrounds as their host family but will come from compatible situations that result in limited adjustment for the athletes and the families.
- C. *Host Family Home Visits & Contact* - Prior to acceptance into the program a home visit

with prospective host families will be conducted. At the home visit your application will be reviewed and you will be given the opportunity to provide a tour of your home and spaces the player will use. School an/or Academy Staff will meet with the host family and athlete family when the athlete is moving into the host family home. Subsequent host family phone calls, emails or home visits may occur during the regular school year. These are randomly scheduled for the purpose of strengthening the bond between the host family/athlete/and academy and will provide an excellent opportunity for host families to ask any questions they may have or to discuss any issues. It is hoped that the calls, emails and visits will benefit all parties.

D. *Host Family Evaluations and Review* – Host families will be evaluated by athletes at the end of the school year. Host families also have an opportunity to provide their feedback on the Rodeo Academy’s host family process and support. Links to the online survey will be emailed to families and players for completion at the end of the school year.

VII. Drug and Alcohol Use

- A. No illicit drugs may be provided to or used around any athlete.
- B. No prescription drug may be provided to any athlete unless prescribed by a doctor.
- C. No alcohol or marijuana product may be provided to any athlete.
- D. No tobacco use is permitted by athletes in the billet home.

XIII. General Conduct and Consequences

- A. Host families should provide each player with a positive experience during the athlete’s stay. In the event issues arise that affect the player or living situation, please contact the School or Rodeo instructor immediately.
- B. Behavior deemed inappropriate and/or in violation of this conduct and expectations agreement will be subject to review by the school principal and/or Rodeo coordinator and subject to appropriate discipline up to and including losing host family home status.

IX. Miscellaneous Information

- A. *School Age Students* – For billets who are school aged, host families act as a local emergency contact.
- B. *Reference Checks* - Rodeo instructors and school staff check in with former coaches and schools for all athletes. In most cases, we are able through this process to determine the behavior of the athlete in advance of joining the academy.
- C. *Discussion Items for the Host Family and athlete*- Each house will have different arrangements for the athlete. Some will provide bed linens while others will not. Some provide access to a family computer while others do not. Athletes will each have their own Chromebooks for school. Parking arrangements will also vary for each residence. Some families have specific mealtimes while others are more sporadic. Families and athletes should discuss these types of issues before the

athlete's arrival.

D. *Communication* - In addition to keeping communication open between you and your student athlete and between you and Foremost Rodeo Academy, talking with the athlete's parents is vital. Continual contact and communication with your athlete's parents is highly encouraged. Communication is important!

X. Player / Host Family Introductions

Information regarding the athlete will be provided to the host family prior to their arrival as soon as a match has been made. The coordinator and school staff will arrange an initial zoom meeting to introduce all parties and make connections. The athlete and family are encouraged to talk by phone or communicate via email to discuss arrival times and other issues (for example, some athletes may question whether they need their own linens or if those are provided by the family, while others may want to know if a television is in their room or if you feel it would be appropriate for them to bring one, etc.).

XII. Applying to House a Student Athlete

Families interested in housing an athlete or athletes should contact Foremost School at foremostsecretary@prrd8.ca

We hope that by providing this billet package to you, the rules of conduct expected from the host family and the athletes at home, school and the rodeo grounds will be clearly outlined. The balance of the information in this package is simply provided to make the billet experience a positive one while you provide a rich, nurturing environment for the athletes of our academy.

If you have any questions regarding the contents of this package or issues surrounding the billeting process, don't hesitate to contact the Foremost principal, Corey or Rodeo academy coordinator, Michelle Cowie.

Email: coreysteeves@prrd8.ca
Michellecowie@prrd8.ca

FREQUENTLY ASKED BILLETING QUESTIONS

1. What is a host family?

A host family is with whom an athlete lives during the school year. It is where they eat, sleep and study. Host families have been traditional 2 parent families, single parent families, and occasionally an "empty nester." Host families have the right to have the athlete adapt to the activities of their household. Athletes can be asked by their host families to help with household duties as designated by their host parents. The most obvious duties include keeping their room clean, keeping all common areas clean (bathroom, kitchen, living area). Situations of conflict should be brought to the attention of the Rodeo Coordinator or school when a solution has not been reached between the host family and the athlete. It is the responsibility of the host family to report any situations to the School when an athlete's action is inappropriate (i.e., violation of curfew,

alcohol, or marijuana product consumption, disrupting the household, school, or work truancy, etc.).

2. Is there any financial support?

The monthly allocation per athlete is \$500 to be paid by the player family at the end of each month. This will be paid to the host family directly from the athlete's family each month.

3. Is there a contract involved?

Yes, prior to commencing the billet arrangement both parties will need to sign the Foremost Rodeo Academy Information, Guidelines & Contract Agreement prior to the athlete moving in.

5. When does the housing of the athlete(s) start and for how long do they stay?

Players will arrive the weekend prior to the start of school (second semester). Athletes will stay until the school year ends in June.

6. What if an athlete is injured or needs medical attention during their stay?

You would need to contact the player's family and the school principal, Corey Steeves, to make sure the athlete gets the medical attention they need. Host families are NOT responsible for athlete's medical bills.

7. Will, or can, athletes join me or my family for personal events?

You are welcome to invite athletes to join you for personal events. However, it is not mandatory for athletes to join in these events. Birthday parties, holiday dinners or family outings and Church are some examples of events that athletes may choose not to participate in. Purchasing gifts for one another is also optional. Babysitting is not expected of athletes except when agreed upon by both host family, athlete and athlete's parents.



**FOREMOST
SCHOOL**



Foremost Rodeo Academy Billet Information & Guidelines Contract Agreement:

By signing below, each party acknowledges that they have read and understand the provisions set forth in the Foremost Rodeo Academy Billet Information and Guidelines package and agrees to abide by the conditions and requirements as stated therein.

Athlete Name: _____

Athlete Signature: _____ Date: _____

Parent Name: _____

Parent Signature: _____ Date: _____

Parent Name: _____

Parent Signature: _____ Date: _____

Host Parent Name: _____

Host Parent Signature: _____ Date: _____

Host Parent Name: _____

Host Parent Signature: _____ Date: _____

Foremost Rodeo Academy Coordinator, Michelle Cowie

Signature: _____ Date: _____

Foremost School Principal, Corey Steeves

Signature: _____ Date: _____