

# Saskatchewan Broomball Association

## Loaner Kit & Skills Clinic Program Handbook

### Inside...

- ◆ Learn how your group can become eligible to borrow broomball equipment;
- ◆ Learn how to host a skills clinic in your community;
- ◆ Sample program forms (actual forms available on the SBA website).

### Website:

[www.saskbroomball.ca](http://www.saskbroomball.ca)

## 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 provides groups the opportunity to participate in the sport of broomball by having access to proper equipment. Included in these kits are roughly 40 pairs of broomball shoes, 20 brooms, 20 balls and basic instructional materials. We have Senior Kits that include shoe sizes from 3 – 12 with the majority sizes 7 and up and Junior Kits that include shoe sizes from 3 – 10 with the majority sizes 7 and under.

### Policies:

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

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

- ❑ Complete the SBA request form and forward it with the annual membership fee of \$50.00 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 or email to the SBA office no later than one week prior to receiving the kit.
- ❑ **Complete an inventory of the equipment as soon as the kit has been received – fax or email this form to the SBA office.**
- ❑ Complete an inventory of the equipment before it is sent to the next group and complete the follow-up form – fax or email 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.

Requirements from the host group for a clinic:

- Complete a request form;
- The host group is required to pay the instructors mileage (\$.40/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 has enclosed a **\$50.00** cheque for the season that entitles our group to become an SBA Associate Member and be eligible for the loaner kit and clinic programs.

**LOANER KIT RELEASE FORM – FAX to: 525-4009**

ORGANIZATION: \_\_\_\_\_ CONTACT NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ LOANER PERIOD: \_\_\_\_\_

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**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 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 usable 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**

**Fill out and fax to SBA office upon receipt 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
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				
BROOMS – 20				
BALLS – 20				
BAGS – 5				
Rule Book – 1				
Coaching Manual – 1				
Introductory Manual – 1				

EXAMPLE:

BROOMS – 20	20	1 – shaft was slightly cracked	19
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**Equipment Follow-up Form – Kit #**

I, \_\_\_\_\_ as the \_\_\_\_\_ of  
(Name) (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.

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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: \_\_\_\_\_

\_\_\_\_\_

**FAX THIS FORM TO THE SBA: (306) 525-4009  
OR EMAIL TO: [saskbroomball@sasktel.net](mailto:saskbroomball@sasktel.net)**

Remember, Wear Your Helmet!



**All forms can be downloaded  
from the SBA Website**  
**[www.saskbroomball.ca/Loaner\\_Kit.html](http://www.saskbroomball.ca/Loaner_Kit.html)**

**SASKATCHEWAN  
BROOMBALL ASSOCIATION**



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