



Grand Valley Youth Cycling

Rules and Guidelines

RIDERS, PARENTS, AND GUARDIANS

Last modified 01/28/2026

Chapter 1: Introduction

1.1 Purpose and Applicability

This Rulebook is a supplement to Grand Valley Youth Cycling Rider Handbook and other policies and guidelines in order to provide GVYC riders, parents, and staff with a clear understanding of GVYC's expectations.

This Rulebook is in no way exhaustive, and circumstances will inevitably arise that are not explicitly covered by this Rulebook. In such cases, steps taken to adhere to GVYC's Code of Conduct and Disciplinary Policy will be made at the sole discretion of the GVYC Executive Director and GVYC Board of Directors.

In all cases, decisions, rulings, and sanctions will be administered in the best interest of the group as a whole. This Rulebook, as well as any discretionary rulings, shall be read and interpreted as to best preserve the health, safety, and success of the group and community as a whole, not the individual.

Throughout this Rulebook, athletes registered with GVYC or participating in any GVYC events, programs, or functions are referred to alternatively as students, student-athletes, athletes, racers, riders, children, and/or registrants.

As riders, these rules apply to you during all practices, races, individual training rides, and at all other times while riding your bike. Certain rules, such as those pertaining to doping, substance abuse, bullying, or sexual harassment apply to you AT ALL TIMES, even while you are not immediately participating in a GVYC function or related activity.

GVYC has the discretion to suspend athletes and/or family members of athletes based on Level 2 or Level 3 violations of the Rulebook by that athlete or that athlete's family members, occurring at any time. Such discretion will be exercised by the GVYC Executive Director and the GVYC Board of Directors and its decision in writing provides the basis for a period of such suspension. The period of suspension may extend up to the point where the

athlete is no longer eligible to participate in any GVYC programs. Decisions by the GVYC Executive Director may be subject to review by the GVYC Board of Directors.

1.2 Effective Date

This edition of the GVYC Rules and Guidelines is made effective February 1, 2026, for all subsequent GVYC programs.

1.3 Consequences

In general, violations of this rulebook and/or GVYC's Code of Conduct will result in consequences and sanctions in accordance with GVYC's Disciplinary Policy at the discretion of the GVYC Executive Director and/or the GVYC Board of Directors. Specific violations of the rules contained herein will result in consequences at one of the three following levels: Level 1, Level 2, and Level 3.

However, these consequences can also be applied in other situations at GVYC's discretion. Not all rules have consequences that fall within these three levels. The GVYC Executive Director and the GVYC Board of Directors are responsible for enforcing consequences and may also sanction other penalties that are not specified in the rulebook or Disciplinary Policy but are deemed appropriate. Further, some of the rules addressing specific behavior and circumstances provide for consequences in addition to those contemplated by that rule and shall apply as described therein.

1.3.1 Level 1 Consequences

1. Verbal warnings from Coaches or GVYC Staff
2. Written warnings to athletes and/or parents from Coaches or GVYC Staff
3. Restitution in the form of verbal apologies or community service for repeat offenses

1.3.2 Level 2 Consequences

1. Written warnings to athletes and/or parents from Coaches or GVYC Staff
2. A formal disciplinary meeting between GVYC Staff, athletes, and parents
3. Disqualification and/or removal from the GVYC event or function without refund
4. Restitution in the form of verbal or written apologies, community service, and/or payment for damage or harm caused if any.

1.3.3 Level 3 Consequences

1. Written warnings to athletes and/or parents from Coaches or GVYC Staff.
2. A formal disciplinary meeting between GVYC Staff, athletes, and parents.
3. Disqualification and/or removal from the GVYC event or function without refund.
4. Temporary or permanent suspension from future GVYC events or functions without refund.

5. Cancellation and withdrawal of GVYC Scholarships, if applicable.
6. Restitution in the form of verbal or written apologies, community service, and/or payment for damage or harm caused if any.
7. For repeat offenses, fines may be imposed with a prior written warning provided following a previous infraction.
8. Law enforcement may be called, if required by law or policy, or to ensure the safety of GVYC riders, coaches, and the community.

1.4 Deference to Other Parties

GVYC reserves the right, in its sole discretion, to defer to and support the decision of a coach, a parent, a school, or another extracurricular activity in responding to any violation of this rulebook.

1.5 GVYC Unlimited Discretion

GVYC retains unlimited discretion to modify the penalty/penalties prescribed by these rules, including, but not limited to applying a more or less severe penalty depending on the circumstances.

1.6 Voluntary Referral

Any rider who requests help, voluntarily admits to a violation, or is referred voluntarily, prior to a violation being discovered, may receive reduced or less severe consequences for that violation.

1.7 Judgement Calls

GVYC officials must decide and rule upon issues and violations of this Rulebook often despite having little direct, firsthand information available regarding the underlying incident. This is inherent to the sport of mountain biking due to the fact that much of the sport takes place on tight single track and at large outdoor venues, sometimes putting riders out of the sight of GVYC coaches. Nevertheless, every effort is made to reach the fairest and most informed decisions possible under the circumstances.

Riders and their families and guardians are expected to understand these limitations and the challenges inherent to resolving disputes of this nature, along with the difficult decisions GVYC officials are required to make. It is further expected of riders, parents/guardians, and coaches that they are willing to accept what they may consider to be an unfair result. Unfair results are part of every sport, no matter the efforts to avoid them, and accepting them when a ruling is not in your favor is considered a sign of good sportsmanship and strong character.

Accordingly, threatening or bullying GVYC staff, other riders, parents, or anyone involved with GVYC or a GVYC event regarding suspected rule violations or other issues may result in additional restrictions being imposed on a rider's participation in GVYC's programs.

Chapter 2: Rules at Practices, Trips, and Events

2.1 Helmets

[Level 2] Helmets are to be worn AT ALL TIMES while riding a bike, even while commuting or riding short distances. Helmets must be designed specifically for mountain biking, fastened and worn appropriately.

2.1.1 Additional Safety Gear

[Level 2] A coach may require additional safety equipment and pads be worn for specific GVYC programs or activities that inherently invite a higher risk of injury. Additional safety equipment may include but is not limited to a full-face helmet, goggles or glasses, gloves, elbow pads, knee pads, chest protector, neck brace, and long pants.

2.2 Concussions and Return-To-Play Policy

GVYC has approved the return-to-play policies and procedures for riders who have suffered concussions advocated by the US Department of Health and Human Services Center for Disease Control and Prevention and the American Academy of Pediatrics.

GVYC must comply with applicable Colorado State Laws and applicable state interscholastic federation or association return-to-play management protocols and procedures for a student-athlete who has sustained a concussion or head injury.

An athlete who is suspected of sustaining a concussion or head injury in a GVYC activity shall be immediately removed from the activity for the remainder of the day and shall not be permitted to return to GVYC until they are evaluated by a licensed healthcare provider. The athlete shall not be permitted to return to GVYC programs until they receive written clearance to return to GVYC from a licensed health care provider, and that written clearance has been provided to the appropriate GVYC coaches, program managers, and GVYC Executive Director. Written clearance must come specifically from a Physician, Physician Assistant, or Nurse Practitioner.

2.3 Legal Trails Only

[Level 2] As representatives of GVYC and our sport, riders must ride only on authorized, legal, existing trails. Athletes found riding on illegal trails at ANY time, whether on team rides or on their own, will face consequences. It is the rider's responsibility to know which trails are legal for bikes. Building unauthorized trails or adding unauthorized features, such as berms or jumps, is also unacceptable and carries the same consequences.

2.4 Obey Traffic Laws

[Level 2] Student-athletes are required to obey all traffic laws while on roads or bike paths. Always ride to the right side of the road and in bike lanes when available; stop at all stop signs and red lights; signal your turns; and do not ride on sidewalks.

2.5 Respect Drivers and other Trail Users

[Level 1 – Level 2 for repeat offenses] Be respectful and courteous by staying as far to the right as practical and by riding single file while riding on roads and trails. Let your fellow trail users know you're coming. A friendly greeting or bell is considerate and works well; don't startle others. Show your respect when passing by slowing to a walking pace or even stopping. Anticipate other trail users around corners or in blind spots. Yielding means: slow down, establish communication, be prepared to stop if necessary, and pass safely. You are riding slow enough when you can say 'hello' and the trail user can say 'hello' back.

2.6 Good Sportsmanship and Positive Attitude

[Level 1 – Level 2 for repeat offenses] Riders are expected to display an excellent sporting attitude at all times and should treat all other riders, coaches, parents, and other trail users with respect. Fair play and respectful, kind, supportive behavior is expected of all riders, coaches, and parents. Profanity in any situation is not acceptable.

2.7 Respect for Shared Equipment and Resources

[Level 1 – Level 2 for repeat offenses] Riders have privileged access to shared equipment and resources through GVYC as part of their participation in GVYC programs. Riders will treat all GVYC resources and equipment such as vans, office space, camp equipment, etc. with respect. This means leaving shared spaces and vans in an equal or better state than they were found, picking up all trash, promptly picking up lost-and-found items from the GVYC office, and being generally responsible for one's own impact on GVYC equipment, shared space, and resources. Riders may be asked to pay fees for cleanup and repairs if the coach deems such fees would be reasonable and warranted. In extreme cases, a rider may lose the privilege of utilizing shared resources like the office and vans if the rider demonstrates they are unable to treat said resources with respect.

2.8 Avoid Reckless Behavior

[Level 1] Riders must practice safe riding techniques and be in control of their bicycles at all times. Intentionally riding out of control or with excessive speed is not tolerated. Having a reckless attitude or taking dangerous risks is not tolerated. A dangerous risk is defined as willingly attempting anything that is obviously beyond one's ability to control the bike or puts someone else in danger. Riders shall, whenever possible, avoid riding alone.

2.9 Doping and USADA Banned Substances

[Level 3] All riders are subject to all U.S. Anti-Doping Agency (USADA) and World Anti-Doping Agency (WADA) rules pertaining to anti-doping. The use of performance-enhancing substances, as listed by USADA and/or WADA, will result in IMMEDIATE DISQUALIFICATION from one full season or the equivalent number of days spanning two seasons. Multiple violations may result in the rider being permanently banned from all GVYC programs. A list of banned substances is available at the U.S. Anti-Doping Agency website — click on the Substances link at www.usada.org to find the current Prohibited List. This rule is strictly enforced, and no warnings will be given.

2.10 Substance Abuse

[Level 2 – Level 3 for repeat offenses] GVYC places a high priority in recognizing and treating suspected drug or alcohol problems. All underage use of tobacco, vapes, alcohol, and/or drugs is STRICTLY prohibited.

2.10.1 Tobacco or Vape Use:

Riders who choose to use tobacco or vaping products will remain eligible for participation only if they provide proof to their coach that they have made steps to quit tobacco or vaping use and refrain from use in the future.

Continued use will result in the consequences laid out below for Alcohol and Drug use.

2.10.2 Alcohol and Drug Use:

1. First violation:
 1. After confirmation of the first violation, the rider will be sent home from the GVYC event at the expense of the parent/guardian.
 2. If the rider wishes to continue participation in future GVYC programs, they MUST continue to attend and participate in regular practice with their team, with NO UNEXPLAINED ABSENCES. Additional consequences such as community service, or participation in a rehabilitation program may be required.
2. Second violation:
 1. On the confirmation of the second violation, the rider will lose eligibility to participate in GVYC trips or extracurricular events other than regularly scheduled, in-town practices for one season, or the equivalent number of days spanning two seasons.
 2. Sections 1.b and 1.c above must also be honored if the rider chooses to continue participation in practices.
2. Third and subsequent violations:
 1. On the confirmation of the third or subsequent violations, the rider will lose eligibility for participation in ALL of GVYC's programs for one season or the equivalent number of days spanning two seasons.
 2. If the rider becomes a participant in an alcohol and/or drug treatment program on their own volition, the student may be eligible for participation in GVYC programs upon completion of the program.

2.11 Abusive Behavior Not Tolerated

[Level 3] No rider, parent, coach, or any other GVYC representative may abuse, assault, or do battery to any other rider, official, parent, or anyone connected with or attending any GVYC event. An assault is an unlawful attempt, coupled with the present ability, to commit a violent injury on the person of another. A battery is any willful and unlawful use of force or violence upon the person of another. Unsafe riding practices including swerving, suddenly stopping, willfully crashing into another rider, grabbing another rider, or pushing another rider may be abusive behavior, or possibly assault and battery.

2.12 Bullying, Hazing, and Harassment Not Tolerated

[Level 3] No rider, parent, or coach may bully, haze, or harass any person, nor aid or abet any other person to bully or harass another or to engage in conduct that may be construed by the target or witnesses to be bullying, hazing, or harassment. Bullying includes, but is not limited to, any unwelcome physical, verbal, or electronic act or expression directed at a target that: causes physical or emotional harm to the target or the target's property; places the target in reasonable fear of harm or damage; or creates a hostile environment or otherwise materially disrupts the target's experience in a GVYC program.

2.13 Sexual Harassment Policy

[Level 3] Grand Valley Youth Cycling prohibits and does not tolerate sexual abuse or misconduct of any kind before, during, or after any organization-related activity. Grand Valley Youth Cycling provides procedures for athletes, employees, volunteers, board members, or any other victims of sexual abuse or misconduct to report such acts. Those reasonably suspected or believed to have committed sexual abuse or misconduct will be appropriately disciplined, up to and including termination of employment or suspension from GVYC's programs, as well as criminally prosecuted. No athlete, volunteer, employee, board member, or other person, regardless of their title or position has the authority to commit or allow sexual abuse or misconduct.

2.13.1 Definitions and Examples

The following definitions or examples of sexual abuse, misconduct or harassment, may apply to any and/or all of the following persons – athletes, employees, officers, board members, volunteers, parents, legal guardians, family members, or other third parties. Sexual abuse or misconduct may include, but is not limited to:

1. Child sexual abuse – any sexual activity, involvement, or attempt of sexual contact with a person who is a minor (under 18 years old) where consent is not or cannot be given.
2. Sexual activity with another who is legally incompetent or otherwise unable to give consent.
3. Physical assaults or violence, such as rape, sexual battery, abuse, molestation or any attempt to commit such acts.
4. Unwanted and intentional physical conduct that is sexual in nature, such as touching, pinching, patting, brushing, massaging someone's neck or shoulders, and/or pulling against another's body or clothes.
5. Material such as pornographic or sexually explicit images, posters, calendars, or objects.
6. Unwelcome and inappropriate sexual activities, advances, comments, innuendoes, bullying, jokes, gestures, electronic communications or messages (e.g. email, text, social media, voicemail), exploitation, exposure, leering, stalking or invasion of sexual privacy.
7. A sexually hostile environment characterized as comments or conduct that unreasonably interferes with one's work performance or ability to do the job or creates an intimidating, hostile, or offensive environment.
8. Direct or implied threats that submission to sexual advances will be a condition of employment or affiliation with the organization.

2.13.2 Reporting Procedure

If the situation is an emergency, immediately call 911. Next, immediately report suspected sexual abuse or misconduct to the GVYC Executive Director. It is not required to directly confront the person who is the source of

the report, question or complaint before notifying a GVYC official or law enforcement. When required by law, Grand Valley Youth Cycling will immediately report suspected sexual abuse or misconduct to local law enforcement and child protective services, if applicable.

Grand Valley Youth Cycling will take every reasonable measure to ensure that those named in the complaint of misconduct or those who are too closely associated with those involved in the complaint will not be part of the investigative team. The GVYC Executive Director will report accusations to the GVYC Board President, and parents/legal guardians of involved minors, if applicable.

All employees, volunteers, and officers of Grand Valley Youth Cycling are mandatory reporters of any suspected or known cases of neglect, abuse, or sexual abuse. If any GVYC employee has reasonable cause to know or suspect that a child has been subjected to abuse, sexual abuse, or neglect, or observed the child being subjected to circumstances or conditions that would reasonably result in abuse, sexual abuse, or neglect, the mandatory reporter shall immediately upon receiving such information report or cause a report to be made of such fact to the GVYC Executive Director, local law enforcement, or through the co4kids.org child abuse reporting hotline system.

2.13.3 Anti-retaliation and False Allegations

Grand Valley Youth Cycling prohibits retaliation made against any athlete, employee, volunteer, board member, or other person who lodges a good faith complaint of sexual abuse or misconduct or who participates in any related investigation. Making knowingly false or malicious accusations of sexual abuse or misconduct can have serious consequences for those who are wrongly accused. Grand Valley Youth Cycling prohibits making false or malicious sexual misconduct allegations, as well as deliberately providing false information during an investigation. Anyone who violates this rule is subject to disciplinary action, up to and including termination of employment or membership and criminal prosecution.

2.13.4 Investigation and Follow-up

Grand Valley Youth Cycling will take all allegations of sexual abuse or misconduct seriously and will promptly, thoroughly, and equitably investigate whether misconduct has taken place, in addition to contacting law enforcement and/or child protective services, when required by law. The organization may utilize an outside third party to conduct an investigation of misconduct. Grand Valley Youth Cycling will cooperate fully with any investigation conducted by law enforcement or other regulatory/protective services agencies. Grand Valley Youth Cycling will make every reasonable effort to keep the matters involved in the allegation as confidential as possible while still allowing for a prompt and thorough investigation

2.13.5 Reporting to Law Enforcement or Appropriate Child or Adult Protective Services

Grand Valley Youth Cycling is committed to following all state and federal legal requirements for reporting allegations or incidents of sexual abuse or misconduct to appropriate law enforcement and child or adult protective services organizations. As a mandatory reporter of child neglect, abuse, and sexual abuse, Grand Valley Youth

Cycling will immediately upon receiving such information report or cause a report to be made of such suspected abuse or misconduct to local law enforcement and child protective services.

2.13.6 Coach and Employee Screening and Selection

As part of its sexual abuse and misconduct prevention policy, Grand Valley Youth Cycling is committed to maintaining a diligent screening program for prospective coaches and employees. Grand Valley Youth Cycling may utilize a variety of methods of screening and selection, including but not limited to applications, personal interviews, criminal background checks, and personal and professional references.

2.13.7 Supervision of Youth

To provide a safe environment for minors, Grand Valley Youth Cycling strives that no adult shall be alone with a minor during Grand Valley Youth Cycling sponsored activities. The purpose is to avoid one-on-one interactions between adults and minors that are not easily observable by others. Grand Valley Youth Cycling understands that many of our coaches have existing personal relationships with riders that exist outside of the parameters of GVYC's programs. Parents/legal guardians should be aware of these coach/rider relationships, and any concerns therein should be promptly reported to the GVYC Executive Director and/or law enforcement, when appropriate.

2.14 Risk Acceptance

All riders who participate in any of the events associated with GVYC, including without limitation, races, training rides, clinics, camps, and events, do so at their own risk. Whether or not riders are registered with GVYC, no liability shall be attached to GVYC or any of its officials, staff, coaches, parents, participants, or volunteers with respect to any loss or injury sustained or caused by anyone participating in these events.

By participating in any GVYC event, a rider, or a parent or legal guardian who permits a minor to participate, acknowledge understanding and acceptance of the regulations covering the event.

If a rider suffers a concussion, they may not participate in team events before providing written clearance to return to such activities from a licensed health care provider.

2.15 Release Forms and Code of Conduct

In addition to understanding this Rulebook, prior to participating in a GVYC program or function, all riders must submit the GVYC's registration forms during online registration or otherwise, which include a General Release Form, Code of Conduct agreement, a Medical Form, and a Media Form. The forms must be signed by a legal guardian, except in the case of riders who are at least 18 years old or older.

Parents or legal guardians who permit a minor to participate in GVYC functions acknowledge understanding and acceptance of the regulations covering the GVYC function and agreement to the terms of GVYC's Release forms and those terms shall be binding even in the event that the rider, parents, or legal guardians have failed to properly read, accept, sign, and submit the Release forms for a rider.

2.16 Pickup and Dropoff

GVYC coaches take responsibility for each and every rider's health and safety during practice, beginning at the designated practice start time when a parent/guardian drops off a rider, and ending when the rider is picked up again by a parent/guardian. Parents/guardians are responsible for helping coaches to ensure a safe and timely handoff at the start and end of each practice!

If a rider will be commuting to/from practice alone, a parent/guardian **MUST** alert the head coach (preferably in writing)! Please also let the coach know where the rider will be coming from, and where they should go after practice. Coaches will **NOT** allow a rider to ride home from practice without prior permission being communicated to the coach by the parent/guardian. Riders commuting alone should carry a cell phone.

2.16.3 Middle, High School Pickup and Dropoff

In middle and high school, it is normal for riders to commute to and from practice alone, without being accompanied by a parent/guardian. However, it is still the responsibility of the parent/guardian to ensure that riders are attending practices. If a rider will be absent from practice, the head coach should be notified. If a rider is absent from practices repeatedly without communication from a parent/guardian, the coach will reach out to the parent/guardian to let them know and confirm the rider's attendance.

2.16.4 Parking Lot and Commuting Safety

The parking lot before and after practice is one of the most dangerous places at a GVYC practice, especially for Junior GVYC groups. Coaches will designate a place out of the way of vehicles for riders to wait while coaches welcome families to practice. Parents/guardians of young riders should walk their riders from their cars to the designated meeting place, and similarly after practice. Parents/guardians should help coaches to make sure riders are not riding in the street or around the parking lot at the trailhead.

If a rider will be commuting to/from practice without being accompanied by a parent/guardian, parents/guardians should discuss safe commuting practices with their rider(s). Whenever possible, choose a route that utilizes sidewalks or paths that are separate from the road. When sidewalks/paths are not available, choose small, residential streets on a designated bike route. In general, riders should stay single file at all times, except when riding double file does not impede the flow of traffic and leads to a safer and more compact group. **ALWAYS** obey ALL traffic rules, including stop signs and stop lights.

2.17 Attendance

[Level 1, 2, and 3] Attendance at GVYC practice is extremely important! The reason for this attendance policy is to teach riders the importance of commitment and responsibility! Attending each practice shows respect for the time of their coaches and fellow teammates. It helps build a strong sense of team cohesion and camaraderie that is central to GVYC's mission! Additionally, GVYC coaches are responsible for the safety of their athletes during practice - unexplained absences and ditching are risky behaviors that put riders outside the duty of care of their coaches. We firmly believe that GVYC practice is the best place for riders to be! Coach discretion is used to determine the level of severity of issues related to unexplained absences and ditching. Generally, at all GVYC practices:

- Attendance is expected at ALL practices for ALL riders. This is to help support a strong team atmosphere and promote your growth as riders and teammates. GVYC is first and foremost, about the TEAM!
- Riders must attend the WHOLE practice. For the same reasons, riders must attend the whole practice - no leaving early. Leaving practice/ditching without approval from a coach will be considered an unexcused absence.
- Riders or parents are responsible for communicating excused absences with a coach PRIOR to practice! Sometimes, it is necessary to miss practice. If you MUST miss practice, you are responsible for communicating your absence to a coach. Be prepared to show evidence of the reason for your absence.

Coaches may choose to implement the following consequences for absences at practice:

- 1ST UNEXCUSED ABSENCE: A written warning to rider and parents.
- 2ND UNEXCUSED ABSENCE: A formal disciplinary meeting with Coaches and Administrators.
- 3RD UNEXCUSED ABSENCE: Community Service and/or Disqualification from team trips, races, or special events.

The following are examples of acceptable reasons for an excused absence:

- Attending Tuesday Night Worlds (this is our only "outside of practice training" which is acceptable en-lieu of practice.)
- Being sick.
- Feeling over-tired, or over-trained (talk with a coach about how to get the most out of your recovery!)
- Doctors appointments (show proof)
- School projects that can't be rescheduled (show proof)
- Family emergency

The following are examples of UNACCEPTABLE reasons for missing practice. Practices missed for these reasons will NOT be excused:

- Wanting to do your own training ride without first receiving approval from your coach
- Just don't feel like it
- Not liking the practice plan for the day.

2.18 Weather Cancellations

All GVYC practices are subject to acceptable weather and riding conditions, and GVYC will automatically cancel any practice if it rains enough to cause damage to trails, or if conditions become unsafe due the potential for lightning, flash floods, or other adverse conditions. GVYC strives to teach riders acceptable and responsible practices for utilizing public open spaces and trail systems, which includes avoiding causing damage to wet trails. Practices will be canceled by the Executive Director or by a Program Manager, and the Head Coach of the canceled group will be in charge of sharing news of the cancellation with riders and parents. GVYC will also heed any additional requests by local municipalities to cancel practices due to bad weather, trail maintenance, etc. In the event of a cancellation due to weather, the canceled practice will be made-up during the week immediately following the conclusion of the regularly scheduled season, on the same day, time, and location of the original canceled practice IF POSSIBLE. In the event more than once practice is canceled due to weather, only ONE rain-cancellation make-up practice will be allotted per group.

Chapter 3: Registrations and Payments

3.1 Inclusiveness, Safety, and Registration Limits

GVYC's programs are open to ALL individuals of appropriate age, regardless of gender, sexual orientation, race, religion, or economic class. GVYC does not discriminate on any basis, and GVYC registration is open to the general public. However, in order to promote rider safety and ensure responsible and conscientious use of public trails, GVYC may limit the total number of riders on each team. In these cases, space on teams is allocated on a first-come-first-served basis. GVYC staff may not reserve registration spots for others, and no special preference will be given to anyone during the registration process.

3.1.1 Other Registration Restrictions

At the discretion of the coach, Program Manager, or Executive Director, riders may be asked not to participate in a certain GVYC program, or may be barred from registration in a GVYC program, for any of the following reasons:

1. The rider has a previous and unresolved Level 2 or Level 3 violation of this rulebook.
2. The rider and/or the rider's parents or legal guardians have an excessive overdue balance from previous GVYC registrations or additional GVYC fees.
3. The rider would pose an unreasonable risk to the health and safety of themselves and/or others by participating in the program. This may be due to a pre-existing medical condition, a relative lack of riding experience, or any other circumstance for which the coach is not trained to manage. In these cases, every effort will be made to accommodate the rider in a more suitable GVYC program.

3.2 All Riders Must Register

All riders participating in GVYC's programs must register, pay, and sign all necessary waivers and agreements through GVYC's online registration system BEFORE taking part in any GVYC event or activity. Waivers must be read, agreed to, and signed by a parent/legal guardian on behalf of any minor participants. Un-registered athletes taking part in any GVYC program may be asked to leave by GVYC coaches or staff and parents/guardians may be billed for the practice and required to sign waivers retroactively.

3.3 Waitlists

GVYC will provide an online waitlist for sold-out groups, and riders will be contacted from the waitlist in the order that waitlist requests are received, should spots become available. If the waitlisted party does not respond to contact in a reasonable amount of time, their spot on the waitlist will be forfeited and the next in line will be contacted. In an effort to ensure a fair registration process for all, GVYC will not accept names onto a waitlist for a group until after that group has sold out.

3.4 Additional Charges

All registrants for a GVYC program may incur additional charges throughout the course of the program, such as those for shared expenses for gas, food, and/or lodging on a GVYC trip. Coaches are responsible for communicating

in writing via email any expected additional charges with parents and riders prior to any charges being incurred. Registrants billed for additional charges via emailed invoice, and registrants will be expected to pay the full balance within 30 days of receiving an invoice. Riders receiving a GVYC Scholarship or who are registered on a payment plan are NOT exempt from these charges unless previously agreed upon in writing with the GVYC Executive Director.

3.5 Scholarships

Grand Valley Youth Cycling has a scholarship program to help assist with program fees per session (Spring, Summer & Fall.) You must fill out a scholarship application form for each season, each rider, and each program for which a scholarship is requested. The scholarship application form can be found on the GVYC website. At a minimum, scholarship applications must be submitted 3 weeks (21 days) prior to the date the funds are required.

The goal of the Grand Valley Youth Cycling Scholarship Fund is to provide equitable access to GVYC's programs, especially for those families who might not normally consider GVYC as a financially viable option. Minority (Black or African American, Hispanic or Latino, Native American, or Asian) applicants and those with significant financial need are given preference. In some cases, limited assistance with gear and equipment such as helmets and bikes may also be available. Assistance with gear and equipment will be disbursed separately from the scholarship as it is available.

Scholarships are awarded at the discretion of the GVYC Executive Director and/or Board of Directors based on the following criteria:

1. Demonstrated financial need
2. Promoting the diversity of GVYC's programs
3. Dedication to GVYC's programs
4. GVYC's financial ability to provide the scholarship

Full or partial scholarships may be awarded at the discretion of the GVYC Executive Director or GVYC Board of Directors.

Scholarships DO NOT cover additional expenses incurred throughout the program, such as additional trip or event fees. All additional trips and event fees are the responsibility of the registrant.

3.5.1 Cancellation, Withdrawal, and Repayment of Scholarships

In cases where a rider is in violation of a rule where Level 3 consequences are deemed appropriate, GVYC may cancel and withdraw the rider's scholarship at the discretion of the GVYC Executive Director and/or Board of Directors. In this case, GVYC may request that the registrant repay the value of the scholarship to GVYC.

3.6 Payment Plans

Upon request, payment plans can be arranged at the discretion of the GVYC Executive Director. To inquire more about payment plans, send an email to director@grandvalleymtb.org. Each registrant may only be registered under one payment plan at a time, and the full payment plan balance must be paid off prior to the conclusion of the registered season.

3.7 Age Group Exceptions

GVYC's groups are intentionally organized by age, not by ability level. In other words, no matter a rider's skill level, kids are placed into groups based upon their age or grade level. This is a proven training philosophy based on GVYC's mission: creating lifelong cyclists in a team setting. In almost all cases, GVYC will recommend that a rider stays with their age group, even despite a larger-than-average skill gap.

In cases where a rider has graduated from a grade level at the end of the Spring, that rider should stay in their previous grade level GVYC group throughout the summer until they start the next grade level in the Fall. GVYC will make every effort to provide adequate transitional groups for riders graduating from Elementary School to Middle School, and from Middle School to High School.

However, a parent or guardian may still petition to have their rider moved up or down one (1) grade or age group in GVYC if they feel that the needs of their rider are not being met in their own age group due to a difference in skill level.

To petition to have a rider moved up or down a grade or age level, send a written request via email to the head coach of your current age group, the appropriate GVYC Program Manager, and the GVYC Executive Director.

The Program Manager will schedule a meeting with the rider's current coach, prospective coach of the different age group, the Executive Director, parents or guardians, and the athlete. The purpose of this meeting will be to ensure that GVYC staff and the family fully understand the risks and responsibilities in changing age groups.

At this point, GVYC staff may choose to move the rider to a different age group or make no changes to the rider's age group. Ultimately, this decision is to be made by the GVYC coaches, program manager, and Executive Director. We ask that parents and riders respect the decision of GVYC staff.

3.7 Refund Policy

As a registrant, it is your responsibility to know and understand these refund policies upon registering for a GVYC program. However, we realize that exceptional circumstances may arise. As such, GVYC will CONSIDER refund requests for exceptional circumstances, such as injury or illness. The amount refunded under exceptional circumstances is up to the discretion of the Executive Director, depending on the circumstances of the cancellation and GVYC's ability to fill the opening in the program.

3.7.1 Early Cancellations

Early cancellations must be submitted a minimum of TWO WEEKS before the start of the GVYC program. Early cancellations should be submitted in writing to director@grandvalleymtb.org, stating a request to withdraw from the GVYC program. Cancellation requests received more than TWO weeks before the start of the program may be fully refunded or credited, minus any credit card processing fees incurred at registration.

3.7.2 Late Cancellations

Cancellations submitted in writing to director@grandvalleymtb.org LESS THAN TWO

WEEKS before the start of the GVYC program OR AFTER the start of the GVYC program, are considered late cancellations. Registration fees may only be PARTIALLY refunded for late cancellation requests. The amount refunded for late cancellations may vary at the discretion of the Executive Director depending on the circumstances of the cancellation and GVYC's ability to fill the opening in the program. Typically, refund amounts for late cancellations will not exceed 50% of the registration fee.

In cases with unusual or extreme circumstances such as injury, illness, or family emergency, a registrant may request that their registration fee be applied to a future equivalent program in lieu of a refund. If the request is granted, the registrant must, within ONE YEAR register for, and attend an equivalent program; otherwise, all payments are forfeited.

3.7.3 No Shows

Registration fees are non-refundable and non-transferable for any no-shows to a GVYC program.

NO refunds or credits will be issued for requests submitted after the conclusion of the GVYC program.

3.7.4 Alterations or Cancellations by GVYC

Circumstances beyond the control of Grand Valley Youth Cycling may necessitate the substitutions, alterations, or even cancellations of a GVYC program. Grand Valley Youth Cycling reserves the right to alter, modify, or cancel any program if necessary. Any alterations or cancellations will be communicated via the email provided in the program registration as soon as possible.

In the event that a program must be canceled by GVYC, the program fees for all registrants to the program will be fully refunded, minus any credit card processing fees incurred at registration.

In the event that a program is substituted or otherwise altered by GVYC, the refund policies outlined in Sections 3.7.1 and 3.7.2 will apply. In the event that substitutions or alterations to the program are announced LESS THAN ONE WEEK before the start of the GVYC program, the registrant may submit a written cancellation or transfer request to director@grandvalleymtb.org within ONE WEEK (7 days) of said substitutions or alterations being announced via email. In this case, registrants who submit a written request within one week of the substitution or alteration announcement will be fully refunded, minus any credit card processing fees incurred at registration.

3.7.5 Cancellation and Refund Request Instructions

In order to submit a request for a refund and/or cancellation, please send an email to director@grandvalleymtb.org. Your request should be accompanied by as much detail on your registration and circumstances of your request as possible, including the name(s) of your child(ren), registration confirmation number(s), and the reason(s) for your cancellation request. Please allow 72 hours for us to get back to you about the request.

3.7.6 Refund Methods

Refunds will be issued in accordance with the original payment method utilized at registration. If the registration was paid for with cash or check, the refund will be issued via check. If the registration was paid for with a credit card, the refund will be processed through the credit card company, and the refund will be applied to the same credit card number as was used to pay for the registration. We are NOT able to issue a refund to a card other than the one used for the original registration. Refunds may also be issued as a credit for a future GVYC program at the discretion of the Executive Director.

Chapter 4: Conflict Resolution

4.1 Respectful Communication and Confidentiality

[Level 2] Grand Valley Youth Cycling seeks to instill positive character-building traits in our youth athletes through the demonstration of good sportsmanship, respect for others, responsibility, fairness, kindness, and good citizenship. In keeping with this mission, we ask that all communications between parents/guardians, GVYC coaches, GVYC staff, and athletes be conducted in a respectful, conscientious, and discreet manner. Sensitive topics or issues involving other riders or community members should be discussed discreetly and confidentially involving the fewest number of individuals possible, in order to protect all parties involved.

4.2 Parent/Guardian and Coach Communication

[Level 2] Since open lines of communication between parents/guardians, coaches, and GVYC staff are key to a rider's success, we encourage parents/guardians, coaches, and all GVYC staff to communicate freely and openly with each other. However, in extreme cases where parents/guardians and/or riders fail to communicate calmly and respectfully with a coach, the coach may request that all future communications between the parties be directed through the appropriate Program Manager and/or the Executive Director. In these cases, direct communication between the parents/guardians and the coach will be prohibited, and all communication between the parties must be directed through and supervised by the appropriate Program Manager and/or the Executive Director.

4.3 Chain of Command for Conflict Resolution

If a conflict between an athlete or parent/guardian and a coach arises, all parties should model appropriate problem-solving behavior. Parents/guardians should be discreet and respectful in expressing their thoughts and concerns to coaches and other staff and should avoid criticizing coaches or other staff in front of athletes, other parents, or other GVYC staff. Concerns or complaints are best resolved at the lowest level possible. Therefore, GVYC encourages and requires adherence to the following "chain of command" in resolving concerns:

1. Athlete conference with coach: If appropriate, parents/guardians should encourage their athletes to first discuss issues first with the coach involved. The athlete may contact the head coach in this process.
2. Parent/guardian conference with coach: If the athlete's conference with the coach fails to resolve the concern to the athlete's satisfaction, or if the parent/guardian has a concern or complaint, the parent/guardian should schedule an informal conference with the athlete, the coach, the head coach, and the coach's program manager. The parent/guardian should schedule this conference in writing.

3. Written complaint: If the parent/guardian conference fails to resolve the concern or complaint, the parent/guardian shall cease all direct communications with the coaching staff and shall provide a written complaint to the Executive Director, with a copy to the coach, head coach, and program manager.
4. Group conference: The Executive Director shall schedule a formal conference or conferences, as necessary, with the parent/guardian, the athlete, and GVYC staff.
5. Administrative determination: The Executive Director shall determine whether: (a) the complaint is justified, and remedial actions should be taken; or (b) the complaint is without justification and no further action will be taken. The Executive Director shall mail or deliver a written copy of his or her decision to the parent/guardian, the athlete and to the GVYC staff involved. If an investigation of a violation of this Rulebook is deemed necessary, the Executive Director will conduct the investigation in accordance with GVYC's Code of Conduct Violation Investigation Procedure.
6. Appeal to the Board: If the parent/guardian or athlete believes the decision reached by the Executive Director is wrong or misguided, the athlete may appeal the decision to the Board of Directors.

Every effort shall be made to ensure an efficient resolution of the complaint. Throughout this process, parents/guardians and athletes shall not attempt to intimidate, bully, threaten, or otherwise harass GVYC staff, athletes, or other parents in an attempt to influence the outcome of the complaint. All parties shall treat the matter as confidential.

4.4 Parent/Guardian Guidelines for Successful Communication

We ask that parents and guardians of GVYC athletes help us by serving as positive role models for their athletes, as follows:

1. Parents/guardians should encourage good sportsmanship by showing respect and courtesy to, and by demonstrating positive support for all athletes, coaches, parents of other athletes, GVYC staff, event officials, and spectators at every race, practice or other event.
2. Parents/guardians should recognize that, during practices, it is appropriate for coaches to focus on skill development and team camaraderie rather than the success of any individual athlete.
3. Parents/guardians should not encourage any behavior that will endanger the health or well-being of their athletes.
4. Parents/guardians should praise their athletes for their good efforts and should never yell at or ridicule them for their results at a race or other event.
5. Parents/guardians should require their athletes to follow all rules and to resolve conflicts without hostility or violence.
6. Parents/guardians should support the coaches by allowing the coaches to do the coaching and by offering only encouragement to their athletes.

4.5 Grand Valley Youth Cycling Disciplinary Policy

Participation in Grand Valley Youth Cycling is a privilege, not a right, and the expectations and requirements for team members to participate in GVYC are set forth in GVYC's Code of Conduct, Parent Code of Conduct, Conflict Resolution Policy, and GVYC Rule Book. Any violation of the rules and expectations laid out in these documents may result in disciplinary action in accordance with this policy. Team members are expected to report violations of

the Code of Conduct, of which they have firsthand knowledge, to a parent or to any GVYC coach, Program Manager, Executive Director (“ED”), or a member of the Board of Directors (a “GVYC official”).

When any GVYC official becomes aware of an alleged violation of the Code of Conduct, if such person has a reasonable belief that such violation occurred, he or she shall notify the ED as soon as possible. The ED shall then take reasonable steps to verify the validity, reliability, and accuracy of the report in accordance with the GVYC Investigation Procedure. These verification steps may include: interviews of team members, coaches, and other non-GVYC persons having knowledge of relevant facts; examination of physical or documentary evidence; and other steps necessary for the ED to determine the merits of the report. Determination of whether a violation occurred will be based on a preponderance of evidence and information available.

Possible sanctions for a first-time violation may include but are not necessarily limited to one or more of the following, depending on the nature of the violation and the circumstances surrounding the violation, all as determined in the discretion of the ED:

1. written notice of the violation, with notice that a second violation of the Code of Conduct will result in more severe sanctions;
2. dismissal from the event at which the violation occurred;
3. suspension from participation in GVYC competitive, training, and other events for a specific period of time;
4. restitution (payment for damage or harm caused, if any);
5. community service; and/or
6. dismissal from the team with no refunds issued.
7. Additional offenses will result in dismissal from the team with no refunds issued.

In lieu of exercising his or her discretion, the ED may request that the Board of Directors determine the appropriate sanction. The Board may also over-ride a prior determination by the ED, if the Board feels it is necessary and appropriate. In any instance where criminal activity may have occurred, law enforcement may be notified, at the discretion of the ED or the Board. A voluntary admission of a violation by an offender, prior to being discovered, may result in a reduction in consequences or sanctions.

Grand Valley Youth Cycling Disciplinary Policy

By signing below, athletes and one parent or guardian acknowledges that they have reviewed the Code of Conduct and fully understand, accept, and agree to be bound by the Code of Conduct, and that violations of the Code of Conduct will be reviewed and sanctioned in accordance with this Disciplinary Policy.

_____	_____	_____
Athlete Name	Athlete Signature	Date

_____	_____	_____
Parent/Guardian Name	Parent/Guardian Signature	Date