

Peel Region Football Equipment Use Outside of Sanctioned Play Policy

Policy Number	PRF-POL-004
Policy Owner	Equipment Manager
Applies To	All tackle football Athletes and families who wish to use PRF-issued equipment outside of PRF-sanctioned play
Approved By	Board of Directors
Effective Date	September 22, 2026
Last Reviewed	September 22, 2026
Next Review	As required

1. Purpose and Acknowledgement

This policy sets out how Peel Region Football (“PRF” or the “Club”), home of the Peel Panthers, a volunteer-run Canadian not-for-profit organization and a member of Football Canada and Football Ontario, manages requests to use Club-issued equipment at activities that are not sanctioned by PRF. Its aim is to protect Athletes, to keep Club equipment safe, certified, and accounted for, and to ensure the Club meets its obligations to Football Canada, Football Ontario, and the League.

PRF equipment is purchased, insured, inspected, and reconditioned for use in PRF-sanctioned programs. It may not be used outside of PRF-sanctioned play unless written approval has been granted in advance under this policy.

Before requesting outside use of equipment, the family must review and acknowledge this Equipment Use Outside of Sanctioned Play Policy and the Equipment Policy (PRF-POL-003), which sets out the \$750 Equipment Deposit and the rules for returning Equipment.

2. Scope

This policy applies to all Athletes and families who wish to use PRF-issued Equipment at an Outside Activity. It applies to PRF tackle football programs in Brampton, Caledon, and Mississauga, including the Club’s women’s teams. It does not apply to flag football. It covers the following activities:

- Camps, clinics, combines, showcases, and evaluation events.

- Games, practices, or tryouts with another club, school, all-star, or representative team.
- Private training sessions or any other football activity not organized by PRF.

Equipment used at PRF practices, games, and events is governed by the Equipment Policy (PRF-POL-003).

3. Definitions

- **Athlete** – any person registered in a PRF program.
- **Board** – the Board of Directors of Peel Region Football.
- **Club or PRF** – Peel Region Football, a not-for-profit corporation governed by the Canada Not-for-profit Corporations Act.
- **Equipment** – any helmet, shoulder pads, or other protective item owned by PRF and issued to an Athlete.
- **Equipment Manager** – the volunteer appointed by the Board to manage PRF’s equipment inventory, inspection, and reconditioning.
- **Equipment Waiver** – the PRF release, waiver, and assumption of risk form that must be signed before Equipment is released for an Outside Activity.
- **League** – Ontario Summer Football League, Ontario Fall Football League and Ontario Women’s Football League, the leagues that sanction the Club’s regular-season and playoff play.
- **Outside Activity** – any football activity that is not organized, scheduled, or sanctioned by PRF.
- **Parent/Guardian** – the parent or legal guardian of an Athlete who is under 18 years of age.
- **Sanctioned Play** – any practice, game, or event organized, scheduled, or sanctioned by PRF or the League.
- **Season** – the period of a PRF program, from the first scheduled practice to the last scheduled game, as published by the Club.

4. Requesting Equipment for Outside Use

4.1 Written Request

A written request must be made in advance, at least 14 days before the Equipment is needed, for insurance, inventory, and reconditioning purposes. Late requests may not be approved. Only a Parent/Guardian, or an Athlete who is 18 years of age or older, may submit a request. Requests must be sent by email to registrar@peelregionfootball.ca and must include the following information:

- The Athlete’s full name and team or program.
- The name, date(s), and location of the Outside Activity, and the organization hosting it.
- The Equipment requested, including item numbers where available.
- The expected return date.

4.2 Approval Process

Requests will be reviewed within 7 days of receipt, using the following steps:

1. The Registrar confirms that the Athlete is registered and that the family's account is in good standing.
2. The Treasurer confirms that the \$750 Equipment Deposit (post-dated cheque or credit card pre-authorization) is in place, as set out in section 4.3 of the Equipment Policy (PRF-POL-003).
3. The Equipment Manager confirms that the Equipment is available, has been inspected, and is within its certification and reconditioning dates.
4. The Registrar, the Treasurer, and the Equipment Manager jointly issue written approval. Approval by any one of them alone is not sufficient. Equipment will only be released once written approval has been issued and the signed Equipment Waiver has been received.

4.3 Conditions of Approval

Requests are approved at the discretion of PRF. For clarity, the following requirements apply:

- The Athlete must be currently registered with PRF, and the family's account must have no outstanding balance.
- The Equipment Waiver must be signed by a Parent/Guardian or, if the Athlete is 18 years of age or older, by the Athlete. Only a Parent/Guardian or an Athlete 18 years of age or older may sign Equipment out or back in. An Athlete under 18 years of age may not sign the Equipment Waiver or sign Equipment out or in.
- The Equipment must not be required for any PRF practice, game, or event during the requested period.
- PRF may decline any request, set conditions on an approval, or recall Equipment at any time.

5. Insurance, Risk, and Safety

5.1 Insurance

The Club's insurance program through Football Canada applies to PRF-sanctioned activities only and may not extend to an Outside Activity. The family must confirm that the host organization carries appropriate insurance before the Athlete participates.

5.2 Assumption of Risk and Release

Tackle football carries an inherent risk of injury. PRF does not organize or supervise Outside Activities and is not responsible for the conduct of the host organization or the condition of its facilities. By signing the Equipment Waiver, the Athlete and Parent/Guardian accept the risks of the Outside Activity and release PRF, its directors, coaches, and volunteers from liability to the extent permitted by law, including under Ontario's Occupiers' Liability Act.

Families should be aware that a release signed on behalf of a minor may not be enforceable in every case. The Equipment Waiver also serves as the family's written acknowledgement of these risks.

5.3 Safe Use of Equipment

For clarity, the following requirements apply:

- Equipment must only be used by the approved Athlete and for its intended purpose. It must not be lent to any other person.
- Equipment must not be altered, painted, stickered, or modified in any way.
- Helmets must be NOCSAE-certified and remain within their certification and reconditioning dates, in keeping with Football Ontario and Football Canada equipment rules.

5.4 Concussion Reporting

In keeping with Ontario's Rowan's Law (Concussion Safety), 2018, any suspected or diagnosed concussion sustained during an Outside Activity must be reported to PRF before the Athlete returns to any PRF activity. The Athlete must then complete PRF's Removal-from-Sport and Return-to-Sport protocol.

6. Care, Return, and Inspection

The family is responsible for the safekeeping and proper care of all Equipment while it is in their possession.

All Equipment must be returned clean and in the same condition by the approved return date. Returned Equipment will be inspected by the Equipment Manager and may be sent for reconditioning before it is reissued.

7. Loss, Damage, and Late Returns

The family remains responsible for any Equipment that is lost, stolen, or damaged beyond normal wear while in their possession. The Equipment Deposit and the family's responsibility for replacement cost under the Equipment Policy (PRF-POL-003) continue in full during any approved outside use. For clarity, the following requirements apply:

- The cost of repair, reconditioning, or replacement, up to [replacement value schedule], may be charged against the equipment deposit or invoiced to the family, as set out in the Equipment Policy (PRF-POL-003). The deposit will be returned or cancelled once the Equipment is returned and inspected in acceptable condition.
- Equipment not returned by the approved date may result in a hold on the Athlete's future registration until the Equipment is returned or the amount owing is paid.

- Families who do not follow this policy may lose the ability to request Equipment for outside use in the future.

8. Privacy

Personal information collected under this policy is used only to administer Equipment requests, insurance, and inventory. It is handled in accordance with PRF's Privacy Policy and the fair-information principles of the Personal Information Protection and Electronic Documents Act (PIPEDA).

9. Responsibilities

- **Athlete and Parent/Guardian** – submit requests on time, sign the Equipment Waiver, confirm the host organization's insurance, care for the Equipment, report any concussion, and return the Equipment by the approved date.
- **Board** – approve this policy, review it as required, and decide appeals.
- **Equipment Manager** – confirm Equipment availability and certification, release Equipment once approved, and inspect it on return.
- **Registrar** – receive requests, confirm registration and account status, and issue written approval jointly with the Treasurer and the Equipment Manager.
- **Treasurer** – confirm the equipment deposit and manage any charges for loss, damage, or late return.

10. Questions and Appeals

Questions about this policy should be directed to the Equipment Manager at equipment@peelregionfootball.ca or to the Registrar at registrar@peelregionfootball.ca. A family that disagrees with a decision made under this policy may submit a written appeal to the Board within 14 days of the decision. The Board's decision is final.

11. Policy Review and Administration

This Equipment Use Outside of Sanctioned Play Policy is subject to change at the discretion of the Board and will be reviewed as required. The current version is posted on the Club website.

Decisions under this policy will be made in accordance with the Club's commitment to athlete safety, fairness, transparency, and responsible program management.