

***ATAA Student and Parent Commitment Form Template – As the first step of our intake process, interested students and their families tour our space and meet our mentors and we explain the foundation of the FIRST robotics program and how ATAA and our teams operate. If there is still interest, the next step is the Student and Parent Commitment Forms.***

***Note references to dates and hours are for example and updated annually***

## **Student Commitment Form**

Please complete this form if you are interested in joining our competitive robotics team for the 2023-2024 season. While we attempt to accept all who register, we have a limited number of spaces available, so apply as soon as you can. The deadline for applications is June 16th, 2023.

Applications received after the deadline will be reviewed on a first come basis with the rest placed on a waitlist.

Please contact [info@ataarobotics.ca](mailto:info@ataarobotics.ca) with any questions.

Commitment Requirement

### **Commitment includes:**

1. Team 4421 FORGE Robotics is a competitive robotics team and requires all members to be present and engaged during each session. If anyone is having difficulties participating, the mentors will do their best to provide a safe way to participate or require the student seek other options.
2. Students are expected to participate weekly during regularly scheduled team meeting times from Sept, 2023 to May, 2024. Attendance requirements are as follows;
  - 6 hours including attendance at 1 meeting per week during pre-season (Sept, 2023 - Dec, 2023)
  - 10 hours including attendance at 2 meetings per week during build and competition season (Jan, 2024 to May, 2024)
  - Hours can include time outside the build space working on assignments, research, online training, and/or collaborative efforts
  - Attendance will be a factor considered for the roles and responsibilities afforded each student
  - Must have access to and utilize the Slack App as it is our main form of communication
3. The initial team fee must be paid by September 30, 2023 by e-transfer to [payment@ataarobotics.ca](mailto:payment@ataarobotics.ca). Fees are \$1,500:
  - \$1,000 by Sept 30, with the balance of \$500 due by December 15, 2023.

OR

- \$1,400 if paid in full by Sept 30, 2023 (\$100 discount)

If you need assistance with fees, please contact us at [info@ataarobotics.ca](mailto:info@ataarobotics.ca). Your privacy will be respected.

4. Students and parents must both read and agree to the Code of Conduct.

5. Safety is of the utmost importance to all of us at ATAA. We expect every student, mentor, and volunteer to follow the requirements while in the build space, operating machinery, attending events, etc.

We also expect that anyone displaying symptoms of illness consider others before attending meetings.

6. As build space time is precious, use of personal electronics is allowed for contact with guardians or researching FRC related topics. Any other activity is strictly prohibited and will warrant immediate removal from the build space.

7. Each student is responsible for bringing their own face mask, safety glasses, water bottle and snacks.

#### Team Schedule

##### **Off-Season** (May 1 to June 15)

- Tuesday evenings from 5:30pm to 9:00pm and
- Saturday from 1pm to 5pm

##### **Pre-season** (Mid-August to December)

- Build space hours will be Saturday afternoons from 1pm to 5:00pm and
- One evening a week. The evening time slot/date will be decided once we have an idea what evening works best for "most".

##### **Build season** (January to Feb 28)

- Two evenings per week
- Saturday and
- Sunday (optional).

##### **Competition season** (March 1 to April 30)

- Two evenings per week
- Saturday
- Sunday and
- Competition days.

Note: If a student is successful in being selected to the Drive Team or Pit Crew, additional hours may be required during late build season and travel will be necessary for competitions.

\* All schedules are subject to change. Notice will be provided on Slack and/or ATAA's Google Calendar.

Student Information including name, email, birth month day and year as required for FIRST Competitions, School Grade

Example School Grade during the 2023-24 school year

- Grade 8/9 (Must be 14 years old on April 30, 2024)
- Grade 10
- Grade 11
- Grade 12

School attending during the season (TBD)

Experience in FIRST Robotics

- Rookie year in competitive robotics
- I have competed in FRC or other robotics organization before
- I have competed on another FIRST Team
- I have competed on an ATAA Team before (FTC or FLL)
- I am a returning FORGE 4421 student

### **The ATAA Student Code of Conduct**

In order to ensure that parents/legal guardians, students, and mentors understand their responsibility and the commitment expectations needed from each person in order to run a competitive, effective, and fun organization, we require all parents/legal guardians, participants, and mentors to sign a CoC agreement. Our vision is to create best-in-class competitive youth robotics teams that build people by building robots. Our programs are engaging and impactful with the goal of developing multi-talented adults who are prepared to succeed in business, school and beyond.

Gracious Professionalism (GP) is the embodiment of the FIRST philosophy, and it is the foundation of the ATAA organization and its robotics teams. GP is how we should act whether we are being watched or not. It is about behaving and communicating in a way that would make those we admire most proud of us. It demands that we treat others with kindness and respect, and we communicate clearly and honestly to resolve conflicts and misunderstandings immediately. GP encourages us to learn and compete with passion, with impeccable ethics and with humility. Students are expected to be role models of GP within their team, their school, and their community.

- I understand that no problem has only one solution, and that a successful team is one that cooperates by considering everyone's solutions and ideas. I will support other team members by listening to their ideas, trying to understand other opinions, and encouraging everyone on the team to participate in the process.

- I agree to make every effort to attend team meetings and honour my commitments, and, if there is a conflict on a date I am expected to attend, I will send a Slack message to my lead mentor.

- I realize that my mentors are volunteering a significant amount of time, effort, and personal funding to provide a rewarding educational experience for the team. I will be cooperative, helpful, encouraging, and patient when interacting with the mentors and the team.

- I understand that my position on the team is a privilege and that if I am disruptive or disrespectful to others at meetings or competitions or if I violate this agreement, I may be warned and potentially asked to leave the team. My parents/legal guardians will be notified if any concerns arise.

- I agree to refrain from public displays of affection during team meetings, at team events, and during competitions.

- I will be responsible for my own communications with my mentors and team. I will be responsive checking the team Slack routinely for messages, calendar invites, team plans and respond when necessary in a timely manner.

- If I have questions or concerns, I will speak directly, with respect, to those involved, and I will avoid toxic gossip.

- I will help to create an inclusive team by involving others on my team in decision making and inviting new or quiet students to become involved in the work of the team. I will strive to include team members at meetings, outreach events, and competitions.

- I will behave responsibly and safely in the build space, respecting the tools and support the cleanliness of the space by cleaning up after myself.

- I understand all materials, presentations, papers, ideas, and efforts made while supporting my engagement with Team 4421 will be the property of ATAA to use for future and promotional purposes. If there is any question, please contact your ATAA Program Director.

#### Parent and Guardian contact information

##### Parent areas of assistance

- Supervising Students at outreach or other events
- Helping with Sponsorship and Fundraising
- Supervising at the Buildspace
- Assisting with Buildspace and field construction/maintenance
- Volunteering as needed
- Mentoring

Not everyone can afford the cost of a program like that which ATAA provides and others may require financial assistance to take advantage of the opportunity. If you have the capacity to help another family and are able to donate a little extra, please indicate that you wish to help others.

- Yes we want to help financially
- Perhaps there is something else we can do to help others

#### Emergency Contact information

What allergies if any, does the student have that we should know about? How can we support or help the student?

What medical conditions or learning disabilities, if any, does the student have that we should know about? How can we support or help the student?

Parent/Guardian must fill out the following

I agree to allow my child to participate on FIRST Robotics Competition Team 4421, and all affiliated events, sessions or competitions.

I agree to disclose the contact information from this online form to the leadership team of FRC Team 4421 and the controlling board, ATAA. This information will never be shared with third parties, and will only be used to contact you in relation to any official team activities or needs. We will delete said information on reasonable request.

I agree to pay the 2 installment \$1,500 full season fee by Dec 15, 2023 or the discounted fee of \$1,400 before September 30, 2023.

Payment is preferred by Interac e-Transfer to "[payment@ataarobotics.ca](mailto:payment@ataarobotics.ca)" or alternatively by cheque made out to "Alberta Tech Alliance Association". After October 30, 2023, no refunds will be issued.

Team members and parents will treat all other team members, volunteers, mentors, officials, and other FRC teams with courtesy and respect consistent with the spirit of gracious professionalism. We reserve the right to deny or revoke membership in extreme circumstances.

### **ATAA Waiver of Liability**

I understand that ATAA cannot be held responsible for any injuries that may result from participation in shop training, use of machines or participation in the FIRST robotics program.

I acknowledge that safety is of the utmost concern and will provide adequate apparel including gloves and footwear. If I am concerned I will outfit my child with safety boots. Please note that open top shoes are not allowed and full leather sneakers are preferred to nylon mesh.

I also understand that It is my child's responsibility to keep safety glasses on while in the build space, especially around power tools and when working with others. Parents are asked to provide their students their own pair of safety glasses with a case and put their name on them.

I hereby release and indemnify ATAA and its related parties from and against all claims, demands, losses, costs, damages, actions, suits or proceedings, arising out of my child's participation in this program.

I understand that ATAA would like to share the excellent work that each and everyone provides during their time as part of any team. Should ATAA decide to publicize any content provided they will request permission for ALL content attributed to an individual.

I agree that there may be video, photographs, or other media of my guardian that ATAA collects that may be used for the promotion of FIRST Robotics and ATAA training through social media, training videos, presentations, or any other media.

I agree that by paying the seasonal participation fee and participating in the activities of ATAA, neither I nor my son/daughter, in any way shape or form have the rights to ownership of any equipment, parts, intellectual property or facilities under ATAA's management.

#### Parent Code of Conduct

In order to ensure that parents/legal guardians, students, and mentors understand their responsibility and the commitment expectations needed from each person in order to run a competitive, effective, and fun organization, we require all parents/legal guardians, participants, and mentors to sign a CoC agreement. Parents/legal guardians are an integral part of our organization, and we appreciate their support and encouragement.

Gracious Professionalism (GP) is the embodiment of the FIRST philosophy, and it is the foundation of the ATAA organization and its robotics teams. GP is how we should act whether we are being watched or not. It is about behaving and communicating in a way that would make those we admire most proud of us. It demands that we treat others with kindness and respect, and we communicate clearly and honestly to resolve conflicts and misunderstandings immediately. GP encourages us to learn and compete with passion, with impeccable ethics and with humility. Parents/legal guardians should be role models of GP for their children and the team in general.

- I agree in the spirit of FIRST and gracious professionalism to support and encourage the team and the mentors. This means that I will respect the team's processes, solutions, and sub-team selections (such as driver selection), and direct all related concerns to the ATAA Board of Directors. This allows the team the autonomy they need for your child to get the full benefit of the FIRST team experience.

- I agree to make every effort to ensure that my child is attending team meetings, and, if there is a conflict on a date my child is expected to attend, I will encourage my child to send a Slack message to their lead mentor.

- I understand that my child's team uses Slack as their main communication tool, and my child will need to routinely use Slack to check for calendar invites and team plans. Communication will be taken seriously for the benefit of the entire team, and I understand that students will be expected to become competent and independent communicators using Slack.

- I understand that my child has a commitment to their team, and it is my child's responsibility to meet the expectations of that commitment.

- I realize that my child's mentors are volunteering a significant amount of time and effort to provide a rewarding educational experience for the team. I will be cooperative, helpful, encouraging, and patient when interacting with the mentors and the team.

- I understand that no refund of fees will be paid under any circumstance after October 30.

- I understand that I will be notified if any issues or concerns arise with my child. If there are any problems with my child at meetings or at competitions, my child may be warned, and continued issues may potentially lead to my child being dismissed from the team.

- I know that I must accompany my child should we want to take part in team travels. If I am not able to travel with my child, I will find an appropriate guardian who will accept this responsibility on my behalf.

- I promise to be a role model of FIRST and gracious professionalism for my child and the team at meetings, in the community, and at competitions.

- If I have questions or concerns, I will speak directly, with respect, to those involved, and I will avoid toxic gossip. If concerns cannot be resolved directly, I will contact the ATAA Board of Directors to help resolve the issue, and their decisions will be binding.

#### Student Interest

We assess interest from 1 (no interest) to 5 extreme interest

- Business, PR, Outreach
- Design and CAD
- Strategy and Scouting
- Software and Programming
- Electronics
- Mechanical
- Other

Thank you for your interest in our robotics teams. We are striving to be the best of the best and every student, mentor, parent, volunteer, and sponsor is valued. Please let us know what we can do better!

You will receive more information at the email you provided. If you have any questions, please contact [info@ataarobotics.ca](mailto:info@ataarobotics.ca)

For more information about us, visit <http://ataarobotics.ca> .