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2026 OAKVILLE TITANS

PLAYER & PARENT HANDBOOK

Empowering people and our community through
football, developing leaders on and off the field



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LETTER FROM CHAIR

WELCOME TO THE TITAN FAMILY,

On behalf of the Oakville Titans Organization, we are excited to have you in the Titan family for the 2026 Summer and Fall seasons. With the Titans, we are committed to pursuing excellence with integrity. You will be challenged to excel on the field and in the community. In everything you do, you represent your teammates, coaches and our organization. I am confident that you will accept these responsibilities with the utmost honor and commitment to excellence.

The parent and athlete handbook is designed to assist you whether you're a first time Titan or have been a Titan for many seasons. It is your guide to understanding our expectations, policies, and how we work together to build a strong community. Throughout your time with us, refer to this handbook when questions arise or if you need clarification on policies and procedures which must be followed within Football Ontario, OSFL and OFFL governing bodies. We are here to support you within our various program streams outlined in the handbook, but at the same time we expect you to uphold our policies and procedures, so please take the time to read through and ask questions as needed.

I am proud to say we have accomplished a great deal of success within our Titan programs, our U10AA and U12AA programs are moving into the AAA division. As we grow we hope to have continued success at all levels of youth football and deliver student athletes to U Sport Football, NCAA, CJFL and beyond. It is our goal to help athletes succeed on and off the field.

I wish you the very best in your time as a Titan. I look forward to getting to know you and helping you develop a lasting relationship within our organization. Please remember, if you need help, reach out, so we can provide support in various areas when needed.

Go Titans!

Yours in Service,

BRENT KILBORN

Chair

Oakville Titans



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PURPOSE, VISION & VALUES

PURPOSE

The Oakville Titans exist to build more than athletes — we build people. Empowering people and our community through football, developing leaders on and off the field.

VISION

To provide the best football experience in the province achieving excellence in all that we do

VALUES

Our values shape every decision we make, both on and off the field. They define what it means to be a Titan.

TEAMWORK

Teamwork is the essence of football. It's the synergy of people working seamlessly together to achieve common goals.

Every Titan — player, coach, volunteer, and family — contributes to the success of the whole.

RESPECT

Respect is the cornerstone of sportsmanship and fair play.

We treat teammates, opponents, officials, and our community with dignity, fostering a culture built on trust and integrity.

COMPETITIVENESS

Healthy competition drives Titans to reach their full potential.

We compete with heart, determination, and perseverance — always striving to improve ourselves and our team.

LEADERSHIP

Leadership is a mindset, attitude, and behaviour.

We set a positive example through effort, humility, and accountability, inspiring others to do the same.

INCLUSION

Inclusion creates a sense of belonging on and off the field.

We ensure every participant feels welcomed, valued, and empowered to be their best self, regardless of background or ability.



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LEAGUE STRUCTURE

The Oakville Minor Football Association is a registered non-profit organization governed under the Ontario Nonprofit Corporations Act (ONCA) and Football Ontario

DIVISIONS & AGE GROUPS FOR 2026

| DIVISION | BIRTH YEAR | LEVEL | SEASON |
|----------|------------|-------|-------------|
| U10 | 2016-2017 | AAA | Summer/Fall |
| U12 | 2014-2015 | AAA | Summer/Fall |
| U14 | 2012-2013 | AAA | Summer/Fall |
| U16 | 2010-2011 | AAA | Summer |
| U18 | 2007-2009 | AA | Summer |

Each division operates under certified coaches and trained volunteers, ensuring consistent development and safe environments.

GOVERNANCE & LEADERSHIP

The Oakville Titans are managed by a volunteer Board of Directors who oversee day to day operations, long term strategy and compliance.

A current list of board members can be found in section 16.



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CODE OF CONDUCT (PARENT & PLAYERS)

PLAYER CODE OF CONDUCT

The Oakville Titans believe football's greatest potential is achieved when competition reflects seven core principles: **Teamwork, Discipline, Respect, Accountability, Fairness, Perseverance, and Being a Good Human.**

All Titans athletes agree to uphold the following standards:

REPRESENTATION

I am responsible for my conduct at all times and will represent the Oakville Titans positively on and off the field.

SPORTSMANSHIP

I will always play by the rules and in the spirit of the game.

I will demonstrate respect toward teammates, coaches, officials, volunteers, fans, and opponents.

RESPECT FOR COACHES & OFFICIALS

I will respect coaches' decisions and never confront or question them during a game.

I will respect referees' decisions—insults, arguing, gestures, or profanity will not be tolerated.

EFFORT & COMMITMENT

I will control my temper, language, and behaviour.

I will strive to improve my skills and performance at practices and games.

I will notify my coach or manager in advance if I cannot attend a game, practice, or training session.

SAFETY & CONDUCT

I will respect the rights and safety of other players and never act to intentionally injure anyone.

I will treat all facilities, fields, and equipment respectfully and never alter gear without approval.

I will not throw or sit on my helmet.

INCLUSIVITY & ZERO TOLERANCE

I will never use language or actions that discriminate based on race, religion, gender, or ability.

I will not use technology or social media to post inappropriate or harmful comments toward others.

The Titans maintain ZERO tolerance for violence, abuse, or hazing of any kind.



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CODE OF CONDUCT (PARENT & PLAYERS)

PARENT & GUARDIAN CODE OF CONDUCT

As parents and spectators, your support and example play a vital role in shaping a positive experience for every Titan athlete.

You agree to the following:

POSITIVE SUPPORT & ROLE MODELING:

I will remember that football is for youth and should be fun.

I will focus on effort, skill development, and teamwork rather than winning.

I will celebrate good plays by all players and refrain from negative comments about anyone involved in the game.

RESPECT FOR COACHES, OFFICIALS & PLAYERS:

I will not criticize or interfere with coaches' decisions, including playing time or positions.

I will refrain from coaching my child or others during games or practices unless I am an official coach.

I will not use profane language, gestures, or ridicule.

I will respect officials' decisions and encourage my child to do the same.

COMMUNICATION & CONDUCT:

I will follow the Titans' 24-hour cool-down period before addressing concerns with coaches.

I will communicate respectfully and privately regarding issues.

I will inform coaches of any injuries or health issues affecting my child.

COMMITMENT & ATTENDANCE:

I will ensure my child attends all practices and games on time and ready to participate.

I will notify the coach or team manager promptly if my child cannot attend.

Repeated absences or late arrivals may impact playing time.

SAFETY & COMPLIANCE:

I will respect and follow the directions of team therapists, including concussion and injury protocols.

I will ensure my child only participates using safe and approved equipment.

I will follow all safety policies, including thunder/lightning protocols and hydration rules.

VOLUNTEER COMMITMENT:

I acknowledge that the Oakville Titans are volunteer-run and agree to assist when needed (game-day setup, events, fundraising, etc.).

Both parents and players must sign the Code of Conduct Acknowledgment Form at the start of the season. This confirms understanding and agreement to follow the expectations and uphold the spirit of the Oakville Titans Football Association.



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TEAM COMMUNICATION

Strong, respectful communication is the foundation of a successful Titans season. Clear information flow between parents, players, managers, coaches, and board members ensures every athlete stays informed, prepared, and supported.

A. TEAMLINKT

The Oakville Titans use TeamLinkt as the official communication app for all team updates, practice schedules, game details, and announcements.

All players, parents, and team staff must have the app installed and notifications enabled.

TeamLinkt Features:

- Practice and game schedules
- RSVP for attendance (present/absent)
- Direct team messaging
- Access to roster and contact information
- Instant alerts for weather cancellations or schedule changes

B. PLAYER ACCOUNT RESPONSIBILITY (U14 AND UP)

Beginning at the U14 division and older, players are expected to manage their own TeamLinkt accounts responsibly.

- Players must indicate their attendance (“Going,” “Not Going,” or “Maybe”) for every practice and game within the app.
- Parents are still encouraged to monitor and support, but the player is responsible for maintaining accurate information.
- Coaches use these responses to plan lineups, drills, and game-day rosters. Consistent updates are essential. Failure to mark attendance repeatedly may affect playing time and position assignments.

C. CHAIN OF COMMUNICATION

Titans follow a structured communication pathway:

Player or Parent > Team Manager

First point of contact for attendance, scheduling, or general questions.

Team Manager > Coaching Staff

Escalate player or team matters requiring clarification or input.

Coaching Staff > VP Football Operations

For higher-level issues, policy questions, or disciplinary matters

This chain ensures proper flow of information, prevents miscommunication, and maintains transparency across all levels.



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TEAM COMMUNICATION CONTINUED

D. COMMUNICATION ETIQUETTE

- Use professional, respectful language at all times — in person, by email, or through TeamLinkt messages.
- Allow a minimum of 48 hours for response time from coaches or managers.
- Observe the mandatory 24-hour cool-down period before addressing concerns.
- Avoid discussing sensitive issues in group chats — contact the appropriate staff member directly.

E. EMAIL & BOARD CORRESPONDENCE

For broader organizational inquiries or off-field matters (registration, fees, equipment, fundraising, etc.), parents may email the General Manager or the appropriate director or VP of Administration & Family Operations.

A list of board contacts is included in the Contact Directory (Section 16).

All official board-related communications are expected to follow the same 48-hour response timeframe.

F. EMERGENCY COMMUNICATION

If an urgent matter arises (e.g., injury, safety incident, or family emergency), contact your Team Manager or Head Coach immediately by phone or text.

Chain of Communication:

Player/Parent > Team Manager > Head Coach > Division Coordinator / Board

Response Time: Within 48 hours.



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SEASON SCHEDULE & EXPECTATIONS

The Oakville Titans operate competitive football programs year-round, with distinct Spring/Summer and Fall seasons and optional off season training and development.

Players are expected to finish the season with their team and not depart early due to family vacations.

SPRING / SUMMER SEASON

Tryouts:

- 2026 will host tryouts for U10AAA to U16AAA and U18AA
- There is a try out fee that goes towards registration fees if your player makes the team
- Tryout formats are at the head coaches discretion that may or may not include cuts to the roster

Pre-Season Training:

- Begins in early April outdoor sessions focused on strength, conditioning, fundamentals, and football IQ.
- Coaches may hold online film or classroom sessions during this period to teach systems, terminology, and game awareness.

Regular Season:

- Kicks off in mid-May.
- Teams typically practice 2-3 times per week and play games on weekends (Saturday or Sunday).
- Practices may include positional drills, team installs, and situational play.

Playoffs:

- Occur mid July through early August.
- Schedules are determined based on league standings and will be announced once official brackets are released.
- Championship games typically wrap up by the first week of August. Dates will be communicated to the team Via Teamlinkt as soon as available.



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SEASON SCHEDULE & EXPECTATIONS CONT.

FALL SEASON

Season:

- Runs from Mid-August through the beginning of November
- Teams continue 2-3 practices per week, with games on weekends.
- Online film sessions or team meetings may be scheduled at the discretion of the coaching staff.

Playoffs:

- Begin late October and may extend into early November, depending on division standings and league scheduling.
- Locations and opponents are announced near the end of the regular season.

Off-Season Development:

- Athletes are encouraged to remain active and participate in offseason programs including:
 - Titans winter training (November-March)
 - Strength and conditioning sessions
 - Flag football or multi-sport participation

Every Oakville Titan is expected to demonstrate dedication, teamwork, and accountability.

Commitment is not only about showing up — it's about showing up prepared, focused, and ready to contribute to the success of the team.



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PLAY COMMITMENT AND STANDARDS

Football is a team sport that depends on every player fulfilling their role, both in practice and on game day.

A. ATTENDANCE EXPECTATIONS

- Players are expected to attend scheduled practices, games, and team meetings.
- Attendance and punctuality are tracked through TeamLinkt (see Section 5: Team Communication).
- Athletes must mark their attendance (“Going” or “Not Going”) for every scheduled event – failure to do so will be considered an unexcused absence.

If a player cannot attend, they must:

1. Update their TeamLinkt status as soon as possible.
2. Notify their Team Manager or Head Coach directly with the reason for the absence.

B. UNEXCUSED ABSENCES

An absence is considered unexcused when:

- The player or parent fails to notify the coach or team manager in advance.
- The absence is *not* due to illness, injury, or unavoidable family emergency.

Consequences of Unexcused Absences can include reduced playing time in games

The Head Coach for each team will communicate their expectations of attendance and their disciplinary action for unexcused absences.

C. PUNCTUALITY

Being on time is part of being prepared.

- Players are expected to arrive 15–30 minutes before the scheduled practice start time and 90 minutes before game time for warm-up and team check-in.
- Athletes must bring all required equipment, uniform items, and water to every session.
- Chronic lateness will be addressed as a discipline issue and may affect playing opportunities.



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PLAY COMMITMENT AND STANDARDS CONT.

D. PREPAREDNESS & PARTICIPATION

Attendance alone isn't enough — participation matters.

Players are expected to:

- Be dressed in full Titans-approved gear for every session.
- Give full effort and positive energy.
- Listen attentively, follow directions, and contribute to team morale.
- Refrain from disruptive, disrespectful, or unsafe behaviour during practices or games.

E. ILLNESS, INJURY, OR SAFETY-RELATED ABSENCES

If a player is ill, injured, or recovering from a medical condition:

- They must report the situation to the Team Trainer and Head Coach.
- A doctor's note or clearance may be required before returning to play.
- Players are encouraged to attend practices and games (out of gear) when possible, to remain engaged with the team.

F. ACADEMIC & PERSONAL COMMITMENTS

The Titans understand that academics and family come first.

If school exams, family events, or other unavoidable obligations conflict with Titans activities:

- Players or parents should notify the Team Manager as early as possible.
- The coaching staff will make reasonable accommodations for legitimate commitments, provided communication is proactive.

G. RESPECT FOR TEAM OPERATIONS

Football relies on structured preparation. When one player misses a practice or meeting, it affects the entire unit.

Commitment to attendance reflects respect for:

- Teammates' time and development
- Coaches' planning and instruction
- The overall performance and integrity of the Titans program

H. OFF-FIELD RESPONSIBILITIES

Commitment extends beyond attendance. Titans players are also expected to:

- Participate in team meetings, community events, and volunteer initiatives (e.g., Titans Tackle Hunger, community clean-ups, Family Dinners).
- Maintain a positive attitude and represent the program with pride at all times.



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PLAY COMMITMENT AND STANDARDS CONT.

I. ACCOUNTABILITY

The Titans coaching staff and board reserve the right to evaluate player commitment throughout the season.

Failure to meet attendance and conduct standards may impact eligibility for:

- Starting positions
- Playing time
- Team awards or leadership roles

Players and parents are encouraged to communicate early and often — communication prevents conflict.

Should a final decision be made that a parent or player does not agree with, Section 11-E is the conflict resolution process the Titans follow.



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GAME DAY PROCEDURES

A. PURPOSE & MINDSET

Game day is the culmination of all the work done in practice — a chance for players to showcase skill, discipline, and teamwork.

The Oakville Titans expect every athlete to arrive prepared, focused, and representing the organization with pride.

B. ARRIVAL & CHECK-IN

All players must arrive 90 minutes prior to kickoff.

Upon arrival, players are to:

1. Check in with the Team Manager or designated coach for attendance.
2. Change into Uniform — helmets, pads, and cleats must be game-ready.
3. Remain with their team for warm-up; leaving the sidelines or field area after check-in is not permitted without staff approval.

Late arrivals disrupt preparation and may impact playing time at the discretion of the Head Coach.

C. WARM-UP PROTOCOL

The pre-game warm-up period (approximately 75 minutes) includes:

1. Dynamic stretching and movement prep
2. Positional and unit drills
3. Special-teams assignments
4. Team walkthrough and final huddle

Players are expected to maintain full focus and follow coach instructions throughout the warm-up.

D. UNIFORM & EQUIPMENT STANDARDS

- Players must wear full Titans-issued game uniforms only
- Titans that choose to wear garments under their uniform on game day must adhere to the colours of the Home or Away uniforms - Black, White or Grey are Titans Colours
- Socks should match the Home or Away uniform or otherwise stated by the Head Coach
- Pink socks will be issued to players for Breast Cancer Awareness day
- Mouthguards are mandatory at all times on the field.
- Helmets may only display approved Titans decals
- Players must bring both home and away jerseys unless otherwise instructed.

All equipment issues should be reported to the team Manager prior to warm-up.



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GAME DAY PROCEDURES *CONTINUED*

E. SIDELINE CONDUCT

Only rostered players, certified coaches, medical staff, and designated game-day volunteers are permitted in the sideline player area.

Parents, siblings, and spectators must remain in designated viewing areas.

Players are expected to:

- Stay in full uniform for the duration of the game.
- Support teammates on the field with positive communication.
- Refrain from arguing with officials or engaging with spectators.
- Follow all coach instructions immediately.

F. GAME-TIME BEHAVIOUR & SPORTSMANSHIP

Players are expected to:

- Compete with intensity, but remain composed.
- Respect officials' decisions without confrontation.
- Offer post-game handshakes to opponents and referees regardless of outcome.
- Refrain from profanity, taunting, or negative gestures at all times.

G. PARENT & SPECTATOR EXPECTATIONS

Parents and family members play a key role in creating a positive game-day atmosphere.

Spectators are expected to:

- Cheer positively and encourage all players.
- Avoid instructing or yelling at officials, coaches, or players.
- Never enter the field or bench area during play.
- Observe the 24-hour cool-down rule before raising concerns with coaches.

H. POST-GAME PROCEDURES

- Coaches may hold short debriefs or review sessions immediately after the game.
- Players are responsible for collecting their own gear from the bench area.
- Injuries, incidents, or equipment damage should be reported immediately to the Team Manager.

Parents should wait until after the post-game huddle to meet their child.



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GAME DAY PROCEDURES CONTINUED

I. TRAVEL & AWAY GAMES

- Travel details, maps, and meeting times are communicated through TeamLinkt.
- Players are expected to travel representing the Oakville Titans. The Head Coach will communicate specific travel attire expectations for games and team events.
- Curfew and conduct expectations apply for all away games and overnight trips.
- Families are encouraged to carpool when possible to support team logistics.

J. PLAYOFF GAMES

Playoff schedules are released after the regular season and are based on league standings.

TeamLinkt provides real time updates once league information is confirmed.

Players and families should prepare for:

- Flexible dates or start times
- Extended travel



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EQUIPMENT POLICY & CARE

Equipment pick up will be scheduled within the first two weeks of the season. At time of equipment pickup a credit card number will need to be provided with authorization of \$750. Your card will not be charged unless equipment is not returned at the end of the season or unless issued equipment is not returned in original condition.

The Oakville Titans provide the following equipment to registered players:

- Helmet
- Shoulder pads
- Knee pads
- Game pants
- Belt
- Practice jersey
- Game jersey(s)

Players are responsible for providing their own cleats and mouthguard. **Mouthguards are mandatory at all times on the field.**

All equipment issued to players by Oakville Minor Football remains the property of the club and must be returned upon demand. All players are responsible for their own equipment. Oakville Minor Football is not responsible for any lost, misplaced, or stolen articles.

To receive equipment, season fees must be paid in full and there must be no outstanding equipment from a previous year.



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HEALTH & SAFETY

The Oakville Titans prioritize the physical and emotional well-being of every athlete. We are committed to maintaining a Safe Sport environment built on respect, education, prevention, and response.

All coaches, volunteers, and board members receive annual training in Rowan's Law, Concussion Safety, Safe Sport, and Emergency Action Planning.

A. ROWAN'S LAW - CONCUSSION SAFETY

In accordance with Ontario's Rowan's Law, the Oakville Titans require all players, parents/guardians, and coaches to:

- Review the Rowan's Law Concussion Awareness Resources each season.
- Sign the Rowan's Law Acknowledgment Form before participating in any Titans activities.
- Report all suspected or confirmed concussions immediately to a coach, trainer, or manager.

Concussion Protocol

If a player shows signs of a concussion:

- They are removed from play immediately — no exceptions.
- The team therapist completes a Suspected Concussion Report.
- The player must be evaluated by a qualified medical professional.
- The player may not return to play or practice until a written medical clearance is submitted.
- The Oakville Titans follow Football Ontario's Return-to-Play 6-Stage Protocol, which includes mandatory rest and gradual re-integration under medical supervision.

When in doubt, sit it out

B. INJURIES & REPORTING

All injuries, no matter how minor, must be reported to the Head Coach or Team Trainer as soon as possible.

- A written Injury Report Form will be completed and submitted to the team manager.
- If an athlete requires medical attention, the parent/guardian will be notified immediately.
- Players must be cleared by a licensed healthcare professional before returning to activity.

If emergency medical services are required during a game or practice, Titans staff will follow the Emergency Action Plan (EAP) specific to the field location.



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HEALTH & SAFETY CONTINUED

C. EQUIPMENT SAFETY & INSPECTION

All helmets, pads, and protective gear provided by the Titans are inspected, serviced, and certified prior to distribution.

- Players are not permitted to modify or alter equipment.
- Helmets must remain free from stickers, tape, or paint not issued by the Titans.
- Any damaged or defective gear must be reported immediately to the team manager or Equipment Director and exchanged before the player participates.

Parents are responsible for ensuring their child's personal gear (mouthguards, cleats, etc.) fits properly and meets Football Ontario safety standards.

D. HEAT, HYDRATION & WEATHER SAFETY

Football is a demanding outdoor sport; heat-related illness prevention is a shared responsibility.

- Players must bring their own labeled water bottles to every practice
- Coaches monitor heat index and humidity levels daily.
- Practices will be modified or cancelled during extreme heat or air quality conditions.
- The Thunder & Lightning Protocol requires play to be suspended for 20 minutes after the last observed lightning strike or thunderclap.

E. HYGIENE & ILLNESS PREVENTION

The Titans promote a healthy team environment:

- Players must arrive in clean gear and uniforms each practice and game.
- Athletes exhibiting fever, vomiting, or flu-like symptoms should not attend practices or games until cleared by a parent or physician.
- Water bottles, mouthguards, and towels must never be shared.

F. EMOTIONAL & PSYCHOLOGICAL SAFETY

The Oakville Titans uphold a zero-tolerance policy for bullying, hazing, harassment, or discrimination in any form.

This includes in-person, online, or social media interactions.

All players, parents, and coaches are expected to promote a positive and inclusive team environment.



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HEALTH & SAFETY CONTINUED

F. EMOTIONAL & PSYCHOLOGICAL SAFETY CONTINUED

If an athlete or parent has concerns regarding mental health, emotional well-being, or treatment within the program, they may contact:

- Team Manager
- Division Coordinator
- Board Vice President or Safety Officer

All reports will be handled confidentially and with sensitivity.

G. SAFE TRANSPORT & FACILITY CONDUCT

- Players must be dropped off and picked up promptly at designated times.
- Only registered coaches and approved volunteers may be on the field during practices.
- Spectators must remain in designated viewing areas.
- Athletes are expected to respect all facilities, locker rooms, and community spaces — leave them cleaner than you found them.

H. EMERGENCY CONTACTS & PROCEDURES

Each team maintains a list of:

- Player emergency contacts
- Allergies and medical alerts
- Nearest hospital and emergency service access points

Coaches and trainers carry first-aid kits and emergency action forms at every practice and game.



11

DISCIPLINE & CONFLICT RESOLUTION

A. PURPOSE

The Oakville Titans strive to maintain a respectful, safe, and fair environment for all athletes, coaches, volunteers, and families.

This policy outlines how behavioural issues, violations of the Code of Conduct, and conflicts will be addressed in a transparent and consistent manner.

B. GUIDING PRINCIPLES

Fairness:

Every participant has the right to be heard and treated respectfully.

Accountability:

Players, parents, and coaches are expected to take responsibility for their actions.

Education:

The goal is always to correct behaviour through understanding and improvement, not punishment.

Safety & Integrity:

Any behaviour that jeopardizes player safety or the reputation of the Titans will be addressed promptly.

C. BEHAVIOURAL EXPECTATIONS

All members of the Titans community are expected to:

- Abide by the Parent and Player Codes of Conduct.
- Show respect toward officials, volunteers, and other teams.
- Communicate with honesty and courtesy.
- Promote a culture of inclusivity and teamwork.

Failure to uphold these standards may lead to disciplinary action.

D. DISCIPLINARY PROCESS

If a player, parent, or coach violates team or league policy, the following progressive steps will be used whenever possible:

1. **Verbal Warning** – Discussion between coach, player, or parent to address the behaviour.
2. **Written Warning** – Formal documentation outlining the incident and corrective actions required.
3. **Temporary Suspension** – Removal from practice or game participation for a set period (determined by the Head Coach and Division Coordinator).
4. **Review by Titans Board** – For serious or repeated infractions, the case is reviewed by the Discipline Committee.
5. **Expulsion or Removal** – In extreme cases (violence, abuse, harassment, or repeated misconduct), the individual may be removed from the program permanently.

All decisions by the Titans Board are final once reviewed and recorded in board minutes.



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DISCIPLINE & CONFLICT RESOLUTION CONT.

E. CONFLICT RESOLUTION PROCESS

The Oakville Titans promote open, respectful communication. To resolve issues effectively:

Step 1 - Direct Discussion

- Concerns should first be addressed directly with the Team Manager or Head Coach.
- Parents must observe a 24-hour cooling-off period following a practice or game before initiating discussion.

Step 2 - Escalation to VP Football Operations

- If unresolved, the issue should be raised in writing to the Division Coordinator, who will mediate a meeting if needed.

Step 3 - Board-Level Review

- If the conflict persists or involves a Code of Conduct violation, a written complaint can be submitted to the Board Secretary or VP of Administration & Family Operations.
- The matter may then be reviewed by the Discipline & Ethics Committee, consisting of three neutral board members.
- A written response will be provided within 7-10 business days.

Step 4 - Final Resolution

- The Board's decision is final.
- If the issue involves safety, harassment, or abuse, it will be escalated immediately to Football Ontario or local authorities, as required.

F. ZERO TOLERANCE

The Oakville Titans maintain zero tolerance for:

- Violence, threats, bullying, or hazing
- Harassment, discrimination, or abuse of any kind
- Intimidation of officials, coaches, or volunteers
- Use of alcohol, drugs, or vaping at any Titans event

Immediate suspension and potential removal will result from any violation of these standards.

G. APPEALS

Participants who receive disciplinary action may appeal in writing to the Titans Board within 7 days of notice.

The appeal must outline:

- The reason for disagreement with the decision
- Any supporting evidence or witness statements

Appeals will be reviewed by an independent panel (no conflict of interest members), and a written decision will be issued.



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DISCIPLINE & CONFLICT RESOLUTION CONT.

H. CONFIDENTIALITY

All disciplinary and conflict resolution processes are handled with discretion and confidentiality.

Information is only shared with those directly involved in the case, and all documentation is stored securely by the Board Secretary.

I. RESTORATIVE PRACTICES

Where appropriate, the Titans will use restorative approaches that:

- Encourage accountability
- Repair relationships
- Reinforce learning and growth

This may include written apologies, community service hours, or volunteer contributions instead of suspension.

J. REPORTING MECHANISMS

Concerns can be reported confidentially through:

- Team Manager
- VP Football Operations
- VP of Administration & Family Operations
- Board President

Anonymous reports are reviewed, but identified submissions are encouraged to ensure follow-up.

Violations of Code of Conduct:

Verbal warning > Written warning > Suspension or removal. Conflicts addressed through communication chain.



12

VOLUNTEERING & TEAM SUPPORT

A. THE TITANS FAMILY PHILOSOPHY

The Oakville Titans are built on teamwork, both on the field and in the stands.

As a non-profit, largely volunteer-run organization, we depend on the time, energy, and enthusiasm of our families to make every season a success.

When parents actively participate, it strengthens our community, models teamwork for our athletes, and enhances the game-day experience for everyone.

B. VOLUNTEER REQUIREMENT

Each Titans family is required to participate in team and club volunteer duties throughout the season.

Volunteering is a shared responsibility, it allows our coaching staff to focus on football development while parents help run the day-to-day logistics that make Titans football possible.

Volunteer duties are assigned by the Team Manager or VP Admin & Family Operations. Families may be scheduled on a rotating basis.

C. GAME DAY VOLUNTEER ROLES

Game day is a full community event, and parent participation is essential to its success.

Each team will have specific positions that must be filled at every home game.

Typical game-day volunteer duties include:

- **Gate Fees & Entry Table** – Collecting entrance donations or fees (if applicable) and welcoming visiting teams and spectators.
- **Game Day Snacks / Halftime Refreshments** – Coordinating or bringing snacks, fruit, or hydration for halftime or post-game recovery.
- **Team Pizza Contact** – setup pizza station, meet delivery driver and hand out pizza post game
- **50/50 Draw** – Selling tickets and managing proceeds, which go toward Titans coaches gifts.
- **Halftime Parent Games / Fan Engagement** – Assisting with halftime contests or interactive parent participation games (when scheduled).
- **Field Setup / Take Down** – Assisting with field markers, benches, cones, goalpost pads, and team tents before and after each home game.

Each team's manager will maintain a sign-up sheet and rotation so every family has an opportunity to contribute.



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VOLUNTEERING & TEAM SUPPORT

D. ADDITIONAL VOLUNTEER OPPORTUNITIES

Beyond game day, the Titans have many other areas where parent involvement is encouraged and appreciated:

- Titans Tackle Hunger Drive (food donations and community sorting events)
- Titans Family Dinners (organizing, setup, cleanup)
- Titans Swap & Shop Day (used cleats and gear exchange)
- Fundraising and Sponsorship Outreach
- Parade or Community Event Participation (float decoration, supervision)
- Photography / Social Media Support (sharing approved team photos or assisting with media content)

E. EXPECTATIONS OF CONDUCT

Volunteers are ambassadors of the Oakville Titans organization. Parents representing the Titans during events must:

- Be respectful and professional at all times.
- Follow all facility and safety guidelines.
- Refrain from using profanity or engaging in disputes with officials, spectators, or visiting teams.
- Model the same sportsmanship values expected of our athletes.

F. COMMUNICATION & SCHEDULING

Volunteer sign-ups and schedules will be posted in TeamLinkt or shared via team email.

Families unable to fulfill their assigned shift are responsible for arranging a replacement and notifying the Team Manager in advance.

The Titans rely on each parent's reliability, consistent participation ensures smoother events and less strain on a small group of recurring volunteers.

Every parent's contribution counts. When we work together, our athletes see the power of teamwork not only in football, but in community.



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SOCIAL MEDIA & BRANDING GUIDELINES

Use the hashtag #OakvilleTitans. No posting injuries or negative content. Respect the privacy of minors.

A. PURPOSE

Social media is an incredible tool to share the excitement and pride of Titans football — but it must be used responsibly.

These guidelines ensure that every post, comment, and photo representing the Oakville Titans reflects our values of Respect, Integrity, Teamwork, and Community while protecting the safety and privacy of all athletes.

B. OFFICIAL TITANS CHANNELS

The Oakville Titans maintain official accounts on:

- Instagram - @oakvilletitansfootball
- TikTok - @oakvilletitans
- Facebook Page - Oakville Titans Football Association
- Website - www.oakvilletitansfootball.ca

These are the only official sources for news, schedules, photography, and announcements. All public media or sponsorship inquiries must go through the Director of Social Media or VP of Administration & Family Operations.

C. PLAYER & PARENT POSTING GUIDELINES

Parents, players, and coaches are encouraged to celebrate Titans football on personal social media in a positive and respectful manner.

All posts must align with Titans values and adhere to the following rules:

Acceptable Posts

- Photos and videos that celebrate teamwork, effort, and achievement.
- Game-day highlights, fan spirit, and community participation.
- Team bonding, volunteer events, and Titans Tackle Hunger photos.
- Sharing or reposting official Oakville Titans content.

Unacceptable Posts

- Photos or videos showing injuries, medical incidents, or disciplinary actions.
- Negative comments about players, coaches, referees, or other teams.
- Use of profanity, discriminatory remarks, or bullying.
- Posting any unapproved or confidential information, such as internal team messages or rosters.
- Tagging minors without parent/guardian consent.

Any post that violates these guidelines may result in disciplinary action (see Section 11: Discipline & Conflict Resolution).



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SOCIAL MEDIA & BRANDING GUIDELINES CONT.

D. RESPECTING PRIVACY & SAFE SPORT

The Titans are committed to Safe Sport and child protection standards.

To protect all players:

- Parents and staff may not post personal player information without explicit consent
- No live-streaming or recording from locker rooms, team huddles, or medical areas.
- Requests to remove images of a player from Titans media will be honoured immediately upon written request.

E. MEDIA & BRANDING USE

All logos, uniforms, and branded images are property of the Oakville Titans Minor Football Association.

Use of Titans branding must follow these rules:

- All use of the Titans Logo must be approved by the Board
- Logos may not be altered or recoloured,
- Any merchandise or apparel using Titans logos must be approved by the Board or Equipment Director.
- The Titans name and logo may not be used for personal business promotion or unrelated events without written approval.

F. CONDUCT ONLINE = CONDUCT ON THE FIELD

Players and parents represent the Oakville Titans both online and in person.

Any social media activity that undermines team unity, promotes conflict, or damages the reputation of the organization will be treated as a Code of Conduct violation (see Section 4).

This includes:

- Cyberbullying or harassment
- Posting discriminatory or offensive content
- Engaging in public disputes about the team or league

G. PHOTOGRAPHY PERMISSIONS

By registering with the Oakville Titans, parents grant permission for the organization to photograph and record players during games, practices, and community events for official use in:

- Promotional materials
- Social media posts
- Website and newsletters

Parents may opt out of public photo use by selecting no in the registration forms.



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SOCIAL MEDIA & BRANDING GUIDELINES CONT.

H. MEDIA REQUESTS & PUBLIC RELATIONS

All media interviews, sponsorship announcements, or public statements on behalf of the Titans must be coordinated through the President or VP of Administration & Family Operations.

No parent, player, or coach may speak on behalf of the organization unless authorized by the Board.

I. ENFORCEMENT

Violations of these guidelines may result in:

- A written warning or content removal request
- Temporary or permanent restriction from Titans media participation
- Disciplinary action as outlined in Section 11

The Oakville Titans reserve the right to request deletion of posts or content that misrepresent the organization or breach privacy.

J. FINAL REMINDER

“Think before you post — once it’s online, it represents you, your family, and your team.”

When in doubt, share positive content, celebrate others, and embody the Titans spirit online just as you do on the field.



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WEATHER, RESCHEDULING & CANCELLATION POLICY

Football is a rain-or-shine sport.

Practices and games will proceed under most weather conditions, including rain, wind, and even snow, unless conditions become unsafe, parents are notified via TeamLinkt/email.

A. RAIN, COLD, AND SNOW

- Titans football continues in rain, drizzle, or light snow.
- Players should arrive prepared with appropriate gear for the forecast, including base layers, gloves, or thermal shirts when required.
- Coaches may adjust practice duration or format during extreme cold, but cancellations will only occur when fields are deemed unsafe or unplayable.

Parents are encouraged to have players bring:

Dry towels and a change of clothing for post-practice or post-game.

Weatherproof bags or bins to protect equipment in vehicles.

B. LIGHTNING & THUNDER POLICY

- If lightning or thunder is observed, all play stops immediately and everyone must clear the field and move to safe shelter (vehicles or designated buildings).
- The 20-minute rule applies: Play cannot resume until 20 minutes have passed since the last observed lightning flash or thunderclap.
- If lightning or thunder continues after 45 minutes or field conditions deteriorate, the game or practice may be postponed or cancelled by the Head Coach, Officials, or Manager

4. SEVERE WEATHER ALERTS

If storms, heavy snow, or extreme weather are expected before a scheduled practice or game:

- The Titans will monitor Environment Canada and Town of Oakville field status reports closely.
- Cancellations or postponements will be communicated through TeamLinkt as soon as possible.
- Updates will include rescheduling details if applicable.

Players and parents should check TeamLinkt notifications before leaving for any event when severe weather is forecast.



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WEATHER, RESCHEDULING & CANCELLATION POLICY CONT.

C. HEAT & AIR QUALITY

While football continues in rain and snow, heat and air quality advisories are handled with extra caution.

Practices will be modified (shorter sessions, increased hydration breaks) when the humidex exceeds 35°C.

If Environment Canada issues an Air Quality Health Index warning (AQHI 7 or higher), outdoor activities may be suspended

D. COMMUNICATION PROCEDURE

All weather-related updates will be shared via TeamLinkt, including:

- Practice cancellations or location changes
- Game delays or postponements
- Updated start times after lightning delays
- Parents are encouraged to:
- Turn on push notifications in TeamLinkt.
- Monitor messages from the Team Manager for real-time updates.

E. FAMILY RESPONSIBILITY

Families are responsible for:

- Ensuring players are properly dressed for weather conditions.
- Making safe travel decisions during severe weather advisories.
- Keeping emergency contact information up to date in TeamLinkt for any schedule changes.



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AWARDS & RECOGNITION

A. PLAYER AWARDS

Each Titans team recognizes outstanding individuals at the end of every season.

The coaches of each team will determine the criteria standards for player awards.

Awards are based on a combination of a criteria checklist, coach evaluation, and consistent commitment to the program.

Awards are chosen through a voting process with the team coaches. The Head coach finalizes selections.

B. PRESENTATION

Awards are presented at the Oakville Titans End-of-Season Banquet, typically held following the conclusion of the regular season of the summer and fall seasons.

“True Titans earn their helmets not by what they do in the game — but by how they carry themselves”



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GENERAL MANAGER & OPERATIONS

GENERAL MANAGER

The Oakville Titans General Manager plays a key role in ensuring a smooth, organized, and positive experience for all players and families.

Julie Odanski is the first point of contact for all parents and players. If you have a question and are unsure where to direct it, Julie is the right place to start.

WHAT THE GENERAL MANAGER DOES

The General Manager supports the day-to-day operations of the Oakville Titans, helping ensure clear communication and consistency across all teams and divisions. This includes:

- Serving as the primary contact for general parent and player inquiries
- Managing and supporting Team Managers across all age groups
- Assisting with registration information and processes
- Supporting the use of TeamLinkt for registration, updates, and communication
- Helping ensure consistent operational processes across the organization

WHEN TO CONTACT THE GENERAL MANAGER

- General questions or concerns
- Registration or administrative inquiries
- Team manager coordination or support
- Any situation where you are unsure who to contact

Team Managers are responsible for communicating practice schedules, game details, and team-specific logistics directly to players and families.

CONTACT INFORMATION

Julie Odanski
General Manager
Email: info@oakvilletitansfootball.ca



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BOARD GOVERNANCE

A. GOVERNANCE OVERVIEW

The Oakville Titans Minor Football Association (OMFA) is a registered non-profit organization governed by an elected Board of Directors in accordance with the Ontario Not-for-Profit Corporations Act (ONCA) and the Association’s bylaws.

The Board provides strategic leadership, ensures operational excellence, and upholds the Titans’ mission of developing youth through sport, character, and community.

B. 2026 BOARD OF DIRECTORS

(To be updated annually following the AGM or Board Elections.)

| POSITION | NAME | EMAIL |
|--|-----------------|--------------------------------------|
| CHAIR | Brent Kilborn | brent@okavilletitansfootball.ca |
| VICE PRESIDENT OF FOOTBALL OPERATIONS | Jimmy Makhlouf | jimmy@okavilletitansfootball.ca |
| DIRECTOR OF COACHING | Jimmy Makhlouf | jimmy@okavilletitansfootball.ca |
| VICE PRESIDENT OF ADMINISTRATION & FAMILY OPERATIONS | Devon Arsenault | devon@okavilletitansfootball.ca |
| SECRETARY | Devon Arsenault | devon@okavilletitansfootball.ca |
| TREASURER / DIRECTOR OF FINANCE | Kevin Watson | keving@okavilletitansfootball.ca |
| DIRECTOR OF PLAYER DEVELOPMENT | Brent Davey | brentdavey@okavilletitansfootball.ca |
| DIRECTOR OF RECRUITING | Kevin Pickett | pickett@okavilletitansfootball.ca |
| DIRECTOR OF EQUIPMENT | Ryan Keery | ryan@okavilletitansfootball.ca |
| DIRECTOR OF EVENTS & COMMUNITY RELATIONS | Jennifer Horner | jennifer@okavilletitansfootball.ca |
| DIRECTOR OF SPONSORSHIP & FUNDRAISING | Aaron Abrams | aaron@okavilletitansfootball.ca |
| DIRECTOR OF SOCIAL MEDIA, MARKETING & COMMUNICATIONS | | |



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BOARD GOVERNANCE CONTINUED

C. BOARD MEETINGS & COMMUNICATION

- The Board meets monthly throughout the year
- Board meetings follow an agenda, and minutes are recorded and archived for ONCA compliance.
- Parents may submit topics or questions in writing to the Secretary for consideration at a future meeting.

D. ANNUAL GENERAL MEETING (AGM)

Details regarding the AGM will be communicated via TeamLinkt and email.

Contact Information

General inquiries can be directed to:

email: info@oakvilletitansfootball.ca

website: www.oakvilletitansfootball.ca

For division-specific matters, contact the General Manager via TeamLinkt or email.