



# Respect in Sport – Parent New User

Please print this information sheet for your reference

Hockey Calgary requires every player registered for minor hockey to have a valid Respect in Sport – Parent certificate associated with the player's Hockey Canada profile. This document is intended to assist you in setting up an account, adding your children and accessing the Respect in Sport – Parent program. The RIS-P certificate must be re-certified every 4 hockey seasons and must be valid for a player to register in minor hockey with Hockey Calgary.

Visit the [Hockey Alberta Respect-In-Sport - Parents](https://www.hockeyalberta.ca/respect-in-sport-parents) website.

1. Select your language preference.

2. Click on “New to this program?”

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## Respect in Sport – Parent New User

3. Confirm you have not taken one of the listed programs already and if not, click on “NEW USER”.

The screenshot shows the Respect in Sport registration page. A modal dialog titled "Have you ever taken one of the following programs before?" is displayed. It lists six programs: RESPECT IN SPORT FOR ACTIVITY LEADERS, RESPECT IN SPORT FOR PARENTS, RESPECT IN THE WORKPLACE, RESPECT IN SCHOOL, KEEPING Girls IN SPORT, and Coaching Kids of All Abilities. Below the list are two buttons: "EXISTING USER" (labeled "I've taken one of these programs before") and "NEW USER" (labeled "I've never taken one of these programs before"). A red arrow points from the "NEW USER" button to the "Respect in Sport for Parents" program in the list above. The background shows the registration form with fields for Username, Password, and Remember Username, along with a Login button.

4. Click on “Respect in Sport for Parents”.

The screenshot shows the Respect in Sport registration page. A modal dialog titled "Please select from the following:" is displayed. It contains two options: "I am completing this as a leader of youth sport and activities" (with the RESPECT IN SPORT FOR ACTIVITY LEADERS logo) and "I am completing this as a parent with a child in sport" (with the RESPECT IN SPORT FOR PARENTS logo). A red arrow points from the "I am completing this as a parent with a child in sport" option to the "Respect in Sport for Parents" program in the list above. The background shows the registration form with fields for Username, Password, and Remember Username, along with a Login button.



## Respect in Sport – Parent New User

5. Complete the required Account Information and Profile Information.



### REGISTRATION

\* Required field

#### Account Information

Username \*

We recommend using your email as your username

Password \*

Enter a password only you will know. Passwords are case sensitive and may include letters, numbers and special characters.

Confirm Password \*

Re-enter your password

Security Question \*

Select a Question

Security Response \*

Enter your response to the security question. This response is not case sensitive

#### Profile Information

First Name \*

6. Under Child Management, you must add your child(ren) for a Hockey Canada ID to be generated for the player(s) and for Springbank to receive record of the RIS-P certificate for the player(s). To do this, click “ADD CHILD”.





# Respect in Sport – Parent New User

## Child Management

In order for the association to receive record of the certificate for this user, children **MUST** be added to this profile!

**ADD CHILD**  
Add a child to your profile

### Notice

In order for your child to receive credit for your certification in the program by their Sport Association, their information **must** be added to your profile during registration.

Upon completion of this program, your child's profile in the Hockey Canada Registration system (HCR) will be updated with your certificate information.

Ensure your child/children's information entered here exactly matches the information already provided to your hockey association. If your children are not registered with a hockey association yet, use the information on their birth certificate.

If you have previously registered your child/children with Hockey Canada, you will be prompted to match your child to their Hockey Member ID.

Close

### Add A Child To Your Profile:

First Name \*

Enter your child's first name as shown on their birth certificate or entered

Last Name \*

Enter your child's last name as shown on their birth certificate or entered

Date of Birth \*

Enter your child's correct date of birth. This is a requirement for providing

Gender \*

☐ Male ☐ Female

Street Number \*

Street Name \*

Unit Number

Optional

City \*

Province \*

Country \*

Postal Code \*

Association \*

Search Filter...

Clear

Selected

+ Hockey Alberta Parent

SAVE

Save and Add Child

CANCEL

Close Without Saving

**IMPORTANT:** Under "Association\*", select "**SPRINGBANK**" only! Click on the + sign for an alphabetical list of all associations.

If you use the search filter, please type -  
Do NOT  
select Calgary Springbank Jr C!


Click "SAVE and Add Child" at the bottom.



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7. If there is an existing Hockey Canada ID profile matching the information entered for your child, you will be prompted to select their profile and continue to match that profile to the child you are entering. If there is no match, this step will not appear, and a Hockey Canada ID will be generated for your child.
8. If you have more than one child to add to your profile, please repeat Step 6-7 until all children (and HCR ID numbers) are listed.
9. Answer the Security Captcha & then Click “SUBMIT REGISTRATION”.

**Security Captcha**

☒ I'm not a robot  reCAPTCHA  
Privacy - Terms

**General Communication**

Respect Group will only communicate with you via email to notify you about program completion, to advise you when your certificate is about to expire, or if your organization has requested you complete a re-certification. Emails from Respect Group are provided exclusively to notify you of your status in the program.

**SUBMIT REGISTRATION**

10. Read and accept the Respect in Sport for Hockey Canada Parents Privacy Policy.

**Respect in Sport for Hockey Canada Parents: Privacy Policy**

At Respect Group, we take the personal information you entrust to us seriously. We believe the most important thing we can do to respect you, is to do everything in our power to ensure your personal information is safe and secure while it's in our care. This has been a core principal of the organization since day one, and our focus on this principal has never wavered.

Like most people, we don't enjoy reading long, drawn-out Privacy Policies, Privacy Statements or Terms of Agreement. They are frequently written by lawyers and for lawyers, but are important to protect you, to protect us, and to protect our client organizations. If you would like to read the full text of RGI's Website Privacy Policy, the complete document is accessible via the link below. In this abbreviated version, we identify the 8 core components of the privacy statement we believe most people want to know.

1. RGI does not sell, rent, lease, lend, or provide in any other way your personal information to any individual or organization not affiliated with asking you to complete an RGI program.
2. All data you enter yourself or that is provided by the organization asking you to complete an RGI created program is utilized exclusively to provide the program to you, advise you of your status or additional requirements, and provide your status in the program to the organization or their corporate parent or governing body.
3. RGI only shares your information with the organization that asked you to complete the program and if required, their parent organization or governing body. For example, if you register for a program through Hockey Alberta, which is an organization nationally governed by Hockey Canada, or if you are asked to complete a program by a local company that is a subsidiary of a larger organization.
4. RGI will only share your information with third parties at your request. An example of this is to provide your personal and program completion information to a national organization for whom you are acquiring professional development points.
5. You can view, update, or correct your own information in our system at any time through the Profile tab available after logging in. If you have multiple programs completed under the same username, the common information will be updated in all locations. Remember, if you have multiple profiles with RGI, you'll need to manually adjust each profile. Common information includes: First Name, Last Name, Email, Username, Password, Security Information.
6. While in RGI's control, all data is housed exclusively in Canada.
7. RGI will not communicate with you for any reason that does not relate to your current status in the program, future requirements such as recertification, or at your request through our Customer Service and Assistance Team or through other channels.
8. We adhere to the data protection requirements in Canada's governing act for the collection and protection of personal information in Canada (PIPEDA) and the similar relevant act from the European Union (GDPR).

If you would like to read the full text of RGI's Website Privacy Policy, click [here](#).

Accept the Conditions of this Privacy Policy to complete registration and advance to the program.



## Respect in Sport – Parent New User

11. To access the Respect in Sport-Parent program, click “PROGRAM ACCESS”.

HOME PROFILE FAQ'S PARTNERS HELP LOGOUT

ACCOUNT NAME  
username

IN PROGRESS  
CERTIFICATION #: N/A  
EXPIRY DATE: N/A

PROGRAM ACCESS HANDOUTS

HOME

Hello !

Welcome to the Respect in Sport for Hockey Canada Parents program for Hockey Alberta

ALBERTA

RESPECT IN SPORT FOR PARENTS

12. Springbank does not have a pre-registration code for parents to use for the Respect In Sport-Parent program. You will be required to pay the nominal fee of \$12.00+GST via PayPal (or credit or Visa debit card).

PAYMENT REQUIRED FOR ACCESS

Hello !

Unless you have been provided a pre-registration code, please complete payment here.

ALBERTA

RESPECT IN SPORT FOR PARENTS

Purchase to Complete Registration

Organization Name	Program Type	Cost
Hockey Alberta	Respect in Sport for Hockey Canada Parents	\$12.00 CAD

PAY NOW  
Start this transaction

ENTER CODE  
Use a pre-registration code

Be sure to Finalize Payment after you have entered your card details.

Purchase to Complete Registration

Organization Name	Program Type	Cost
Hockey Alberta	Respect in Sport for Hockey Canada Parents	\$12.00 + \$0.60 tax Total: \$12.60 CAD

FINALIZE PAYMENT  
Complete this transaction







## Respect in Sport – Parent New User

13. Once payment has been successfully processed, click “PROGRAM ACCESS” to open and begin the program. The program may be completed at your own pace. You can track your progress and resume modules under “PROGRAM ACCESS”.

**PAYMENT SUCCESSFUL**

Hello !  
Payment Completed



**Payment Completed**

Thank you. Your payment has completed successfully.  
This payment will appear on your credit card or bank statement as *RESPECTGROUP* or *RESPECT GROUP INC.*  
Your receipt will be sent to the email on file with PayPal or as entered in the Guest Checkout.  
A less detailed receipt is also available in your profile.



**PROGRAM ACCESS**  
Click here to open

Helpdesk Support Vue en Français

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**PROGRAM ACCESS**

About this page  
All sections in this program must be completed in sequential order.  
New sections will be available after the previous is completed.



Module 1 – The Reason We're Here

A brief introduction to Respect in Sport for Parents.

Section 1 Section 2



Section 1 – Program Information  
What kids are saying and why we're here.

Play

14. Once you have completed all modules, click “Open Survey”, complete it and click “Submit”.

**PROGRAM ACCESS**

About this page  
All sections in this program must be completed in sequential order.  
New sections will be available after the previous is completed.



Module 1 – The Reason We're Here ✓

Module 2 – Building the Best Sports Environment Possible ✓

Module 3 – Keeping Kids Safe ✓

Module 4 – Summary and Wrap-Up ✓

Completion Survey

Please complete this short survey to help us determine the effectiveness of the program. After completing the survey, your certificate will be displayed on screen and also available through the profile page.  
Thank you for completing Respect in Sport for Parents. Please complete the following survey. All responses are anonymous.

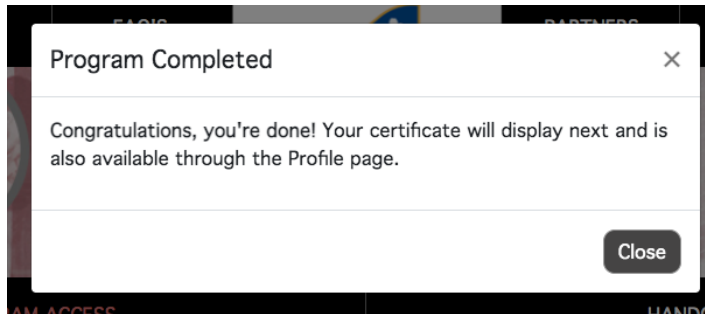
Open Survey

Helpdesk Support Vue en Français



## Respect in Sport – Parent New User

15. You have now completed the Respect in Sport-Parent certification!



16. You can print (or save) a copy of your certificate for future reference at any time. Confirmation of completion of the RIS-Parent certificate will also be emailed to you.

17. You can access the handouts referred to in the program at any time by clicking “HANDOUTS” on the HOME page.



18. Note **CERTIFIED** is now indicated in the top right-hand corner under your name where your Certification number and expiry date of your RIS-Parent Certification is also listed.