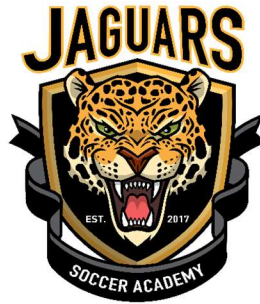


Oakville Jaguars



Soccer Academy Inc

OAKVILLE JAGUARS SOCCER ACADEMY (OJSA)

Intellectual Property Policy

Aligned with Ontario Soccer and Canada Soccer Governance Principles

1. Purpose

The purpose of this Intellectual Property (IP) Policy is to protect the intellectual property assets of **Oakville Jaguars Soccer Academy (OJSA)** while respecting the intellectual property rights of **Ontario Soccer, Canada Soccer**, and other authorized organizations. OJSA recognizes that educational materials, branding, technical resources, digital content, and other creative works represent valuable organizational assets and must be used responsibly, ethically, and legally.

This policy establishes ownership, permitted use, licensing expectations, and responsibilities regarding all intellectual property created, used, or distributed by OJSA.

2. Alignment

This policy aligns with:

- Canada Soccer Governance Standards
- Canada Soccer Club Licensing Program
- Ontario Soccer Policies and Operational Procedures
- Canadian Copyright Act
- Canadian Trademark Act
- Responsible use of educational and coaching materials

Where Ontario Soccer or Canada Soccer policies prevail, those policies shall take precedence.

3. Scope

This policy applies to:

- Board Members
- Employees
- Coaches
- Technical Staff
- Team Managers
- Volunteers
- Contractors
- Players
- Parents
- Third-party service providers
- Anyone producing or using OJSA materials

4. Intellectual Property Covered

OJSA intellectual property includes, but is not limited to:

Branding

- OJSA name
- Academy logo
- Crest
- Club colours
- Slogans
- Uniform designs
- Marketing materials

Technical Resources

- Training curriculum
- Coaching manuals
- Player development plans
- Practice sessions
- Game models
- Tactical periodization documents
- Technical Director resources
- Performance analysis templates

Educational Resources

- Safe Sport toolkit
- Child Protection Manual

- Coach Education presentations
- Parent education resources
- Technical workshops
- Videos
- Webinars

Digital Assets

- Website
- Social media content
- Graphics
- Photographs
- Videos
- Mobile applications
- Databases
- Registration materials
- Forms
- Newsletters

Administrative Documents

- Policies
- Procedures
- Handbooks
- Internal manuals
- Strategic plans
- Club Licensing documentation

5. Ownership

Unless otherwise agreed in writing:

All materials created by employees, coaches, contractors, volunteers, or consultants while acting on behalf of OJSA become the intellectual property of Oakville Jaguars Soccer Academy.

This includes work created:

- during employment
- during volunteer service
- under contract
- as part of assigned duties

Ownership remains with OJSA even after an individual leaves the organization unless otherwise agreed in writing.

6. Respect for Ontario Soccer and Canada Soccer Intellectual Property

OJSA recognizes that numerous educational and governance resources are owned by Ontario Soccer and Canada Soccer.

OJSA will:

- respect all copyright protections
- comply with licensing agreements
- acknowledge original sources
- avoid unauthorized reproduction
- avoid modifying official resources without permission
- use official branding only where authorized

Examples include:

- Coaching curriculum
- Safe Sport resources
- Grassroots Standards
- Club Licensing documents
- Learning modules
- Referee resources
- Competition regulations

7. Use of Third-Party Materials

OJSA members shall not reproduce or distribute copyrighted material without authorization.

This includes:

- books
- coaching manuals
- videos
- photographs
- presentations
- music
- software
- graphics
- logos

Acceptable use includes:

- materials licensed for educational purposes
- public domain resources
- Creative Commons licensed materials (within license terms)
- content used with written permission

8. Use of the OJSA Name and Logo

The OJSA name, logo, and branding may only be used:

- for official academy purposes
- by authorized personnel
- with approval from Academy Management

The logo shall not be used:

- for personal businesses
- political purposes
- fundraising outside academy approval
- commercial advertising
- unauthorized merchandise
- personal social media branding

9. Photography and Video Ownership

Photos and videos captured during OJSA activities become academy assets when produced:

- by employees
- official photographers
- contractors
- volunteers acting for OJSA

Player images will only be used in accordance with:

- parental consent
- privacy legislation
- OJSA Privacy Policy
- Safe Sport policies

10. Social Media Content

Content created for official academy platforms belongs to OJSA.

This includes:

- graphics
- match reports
- educational posts
- promotional videos
- photographs
- announcements

Administrators must not remove, copy, or transfer academy accounts upon leaving the organization.

11. Confidential Information

The following information is confidential and shall not be copied, distributed, or shared without authorization:

- player evaluations
- scouting reports
- technical plans
- strategic plans
- budgets
- registration databases
- medical information
- disciplinary records
- internal policies before publication

12. Coaches' Intellectual Property

OJSA encourages coaches to develop innovative coaching resources.

Unless otherwise agreed:

- materials created specifically for academy programming belong to OJSA
- coaches retain ownership of personal coaching resources developed independently outside academy duties

When uncertainty exists, ownership shall be clarified in writing before use.

13. Commercial Use

No individual may sell, license, publish, or commercially distribute OJSA materials without written authorization from the Academy Director or Board of Directors.

This includes:

- online coaching courses
- books
- paid webinars
- digital downloads
- coaching subscriptions
- merchandise

14. Artificial Intelligence (AI)

Artificial Intelligence tools may be used to assist in creating educational materials provided that:

- confidential information is not uploaded without authorization
- personal information is protected

- copyrighted materials are respected
- final content is reviewed by academy personnel

AI-generated resources become OJSA property when created for academy purposes.

15. Reporting Intellectual Property Concerns

Anyone who believes academy intellectual property has been misused should report concerns to:

- Executive Director
- Technical Director
- Board of Directors

Reports should include:

- description of concern
- supporting evidence
- location of misuse
- individuals involved (if known)

Reports will be investigated confidentially.

16. Policy Violations

Violations may result in:

- verbal warning
- written warning
- removal of materials
- suspension of privileges
- termination of employment or volunteer role
- legal action where appropriate
- referral to Ontario Soccer if applicable

17. Education

OJSA will educate staff and volunteers regarding:

- copyright
- trademarks
- image consent
- digital media use
- branding standards
- responsible use of Ontario Soccer and Canada Soccer resources

18. Review

This policy shall be reviewed annually by the OJSA Board of Directors to ensure continued alignment with:

- Ontario Soccer policies
- Canada Soccer governance standards
- Canadian copyright legislation
- evolving digital media practices

19. Policy Statement

Oakville Jaguars Soccer Academy values innovation, education, and collaboration while respecting the intellectual property rights of others. OJSA is committed to protecting its own creative works and ensuring all members use intellectual property ethically, legally, and in accordance with Ontario Soccer, Canada Soccer, and Canadian law.

Approved by: OJSA Board of Directors

Review Cycle: Annual

Responsible Officer: Executive Director / Technical Director / Board Chair