



NORTH WEST RINGETTE ASSOCIATION (NWRA)





Guidelines and Procedures

Revised June 2023

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1) Sponsorship

NWRA will provide funding to NWRA players at the U19 age level and under who win the opportunity to represent Manitoba at the Canadian National or Western Canadian Championships. This player must have contributed to the sport of ringette within NWRA during the current playing season.

Each player must submit a separate request to the board. The player must state what team they played for, what event they will be attending and how they have contributed to NWRA during the season.

NWRA will provide sponsorship in the amount of \$100.00 per player. The Fund will not expense more than \$500 to any one team in any given season.

In the event of more than 5 NWRA players on the team, the maximum amount of \$500.00 would be split amongst the players. *On a case by case basis, with $\frac{2}{3}$ majority vote of the Board, each player could receive a max of \$100.00.

2) Player Movement (AGE/SKILL)

NWRA believes players should play with their peer group in their normal Divisions (based on age) and Player Movement should only happen in exceptional circumstances where an individual's skill level would be better placed with another age group.

For consideration of age advancement of players with an individual skill level higher than their peer group, please refer to the proposed Age Advancement Policy.

For consideration of placement in a peer group lower than the Division based on age, discussion must occur with the coaches involved as well as the parents.

Player movement shall be discussed with the coaches involved and their input will be taken into consideration. The President or Vice President will contact the parents and the Director of Coaching will contact the coaches within 48 hours of the decision being made by the Board of Directors. All player movements must meet the requirements of the RMB Policy Manual.

Player movement (playing in a lower Division than the age of the player) can be accomplished in two ways:

- a) Parent Driven Request:
 - If your player has passed the Ringette 4U Green stage. A parent must complete a parent driven request. (Ringette 4 U program only)



- the player initially must register in their normal age Division. Please note, no request will be accepted unless the player has been registered to play and payment has been received by NWRA.
- once registered, the parents need to supply NWRA with a letter asking for permission for their player to play in the new Division (important to include the reasons why). The parents should e-mail this letter to the Registrar and copy the President.
- to be dealt with in a timely manner all requests should be received by NWRA before September 15th. Requests received after September 15th will be managed as best we can (and may take some time).
- All players may be expected to begin the season in their normal age Division. *Important:* the player cannot attend the ice session of the Division they would like to move to; if this happens their request will not be reviewed.
- NWRA will evaluate the player during the first couple of ice times at the start of the season.
- After the evaluation ice the NWRA Executive will review the request and the President will communicate the decision to the parents.
- If approved, parents are responsible to pay any difference in fees for the new Division.

c) How does NWRA make a decision on Player Movement? We look to two things:

- 1.) NWRA numbers in each Division: does moving players affect team formation? Players will only be moved when it is not a detriment to either the team from where the player is being moved from or to. This condition must be met before a move will be considered regardless of skill.
- 2.) Skill of player: skating, aggressiveness, size, game play etc

PLAYER MOVEMENT - Team Make-up

With registration numbers varying by age each year, NWRA works with neighboring ringette associations (Interlake, River East, Transcona, and St. James) to ensure that all players have a team. This may involve NWRA-registered players being placed on an amalgamated team hosted out of NWRA or another neighboring association.

Considerations include number of players, availability of goalie, availability of ice, availability of coaching staff.

Decisions related to host associations are made at an amalgamation meeting attended by representatives of all associations held after the completion of A tryouts and creation of A teams.



3) Registration

All players are to register during Central Registration. Registration fees plus association fees will be collected by the NWRA.

a) ***Late Registration***

The association will accept all new registrations up to the RMB cut off dates that are determined for the current season. All cases of late registration fees will be reviewed and voted on by the Executive; each case will be based on its own merits but discounts are strongly discouraged. All returning players will be required to pay the full registration fee. Prorated registration fees in the event of injury will be considered on a case-by-case basis.

b) ***Refunds***

Refund requests will only be available during the first half of the season. If the season has started, a medical note will be required.

Refund requests must be made in writing . Once a player has withdrawn they will not be permitted on the ice. All refunds will be less Association, RMB and WRL fees.

c) ***Kidsport***

It is the responsibility of the individual to complete and submit a Kidsport form. In the event, Kidsport does not cover the full registration cost, NWRA will take the registration amount difference between Registration fees and Kidsport payment. If NWRA does not receive Kidsport funds by November 30th, it will be the responsibility of the individual to pay the fees in full or the Board has the ability to remove the player from the Roster.

d) ***Discounts***

Goalie – Any player living within the NWRA boundaries that is willing to commit to being a Full-Time goalie is eligible for a 100% discount on their NWRA registration fees but must pay the non-refundable NWRA Association Fees. The player is expected to supply their own goalie equipment. They are required to pay all registration fees at the time of registration. The expectation is the goalie will play the position for the full year to be eligible for a 100% discount. Once the year is complete, a full refund less the association fees will be issued back if the goalie has played the position for the full year or may be charged registration fees. This discount is available for U12, U14, U16 and U19 divisions. This is for NWRA players ONLY and does NOT apply to any goalies that do not live within the NWRA boundaries or transfer into NWRA after Team Amalgamations. Any discounts applied to goalies outside of NWRA will be dealt with on a case-by-case basis and NWRA takes into consideration the number of goalies on the team.



e) ***Player release***

All players are required to register with their home association. In the event NWRA cannot host a team at a specific age and/or level those players may be transferred to another association to enable those players an opportunity to play. In the event of a transfer NWRA will transfer the registration costs, less the association fees, to the receiving association to go towards registration costs in that association. In the event the registration costs of the receiving association are higher than what is transferred by NWRA, the individual player will be responsible to pay the difference. If the registration costs of the receiving association are lower than what was paid to NWRA, a refund of the difference (less association fees) will be made to the individual player.

f) ***Association Fees***

Association fees are collected at the time of registration. In the event a player is released to another Association these fees are non-refundable. A goalie should not be refunded association fees.

4) Fundraising

a) ***Association Wide Fundraising***

NWRA may perform one or more Association wide fundraising events each year. Each team is required to participate. The intent of the fundraiser is to benefit both the NWRA and the teams. The team portion will be issued toward the cost of practice ice.

b) ***Team Fundraising***

Individual teams may decide to fundraise to cover the cost of tournament fees etc. Each team will hold a parent meeting at the start of each season; during this meeting team fundraising needs will need to be reviewed. NWRA does not require any notification of team fundraising.

6) Coaching

a) A volunteer form can be completed at Fall Registration.

b) If two or more candidates apply for the same coaching position, the following procedures will apply: The Director of Coaching will review the coaching application form, qualifications and the results from any previous coaching evaluations. If there is a conflict of interest the final decision is made by the NWRA Executive.

c) Coaches will be informed of their position once the final Fall Registration date has passed.



- d) Once head coaches are in place, they are responsible for selection of their own bench staff. The Coaching Director must be notified by the head coach who will make up the entire bench staff prior to the start of the season. Final approval of all bench staff will be granted by the NWRA. A minimum of one female over the age of 18 must make part of the bench staff.
- e) Junior coaches (generally players in an older age division who volunteer with a younger team's bench staff) are required to complete all coaching requirements and if current players, must be in good standing.
- f) There will be one anonymous parent evaluation per season. It will occur prior to the completion of the first half of the season. All evaluations will be summarized and presented to the coaches prior to the start of the second half of play.
- g) There will be one anonymous player evaluation per season. This will only occur at the U14 age and higher. It will occur at the same time as the parent evaluations.
- h) All documents are to be kept secure by the Director of Coaching or in case of a conflict, the current President of NWRA.
- i) NWRA will pay for coaching clinic fees of rostered coaching staff to a maximum of four coaches per team per year. Teams will be responsible for payment of any coaching requirements beyond four. Junior coaches who participate for the season may be refunded 50% of their coaching clinic fees.

7) Centralized Tryouts

- a) NWRA participates in Centralized "A" tryouts.
 - Tryout fees will be charged and are non-refundable. All players must pay the tryout fee prior to going on the ice for the first time.
- a) Evaluators are used to ensure the process is unbiased. NWRA will appoint evaluators based on their experience and availability. Evaluators should be at least 18 years old and have a minimum of one year experience as either a coach or manager, or three years of playing experience.
- b) If you have a child participating in the tryout or evaluations, you are not entitled to participate in any part of the evaluation process.

8) Cell Phone Usage in all Arenas.

The use of photographic devices including cell phones, cameras and iPods (with cameras) are strictly prohibited in Arena change rooms and washrooms wherever North West Ringette Teams occupy. This policy is in place to protect the privacy of players and users of these



facilities, and it is important that all players, coaches, and other representatives respect and abide by them.

The Disciplinary steps in increasing order of severity are as follows:

1st Infraction – Written warning

2nd Infraction – Single game suspension

3rd Infraction – Three game suspension

4th Infraction – Balance of the season suspension including; playoffs, provincials, tournaments, etc. (Pending NWRA decision)

5th Infraction – Removal from NWRA Membership (Pending NWRA decision)

The NWRA Board reserves the right to impose a more severe penalty should the infraction warrant such a penalty.

14. Code of Conduct and Ethics

NWRA does not tolerate bullying or harassment in any form.

NWRA follows the policies and guidelines of Ringette Manitoba (pages 35-40 of this link <https://ringettemanitoba.ca/wp-content/uploads/2019/11/policy-manual-final-compressed.pdf>).

NWRA follows the policies and guidelines of Ringette Manitoba related to social media use and conduct (pages 58-60 of this link <https://ringettemanitoba.ca/wp-content/uploads/2019/11/policy-manual-final-compressed.pdf>).

15. Equity and Inclusion in Ringette

NWRA follows the policies and guidelines of Ringette Canada as they relate to inclusion in the sport. [Trans-Inclusion Policy and Resources | Ringette Canada](#)