

Rules and Regulations Governing Ringette in the City of Edmonton (Zone 6)

Revised November 2016

Changes, additions, deletions

The Board of Directors may modify these rules and regulations if it is determined to be in the best interest of the orderly operations of ringette in Edmonton.

Deletions from one publication of this document to the subsequent publication are shown as strikethrough text.

Additions are shown as ***bold italic*** (excluding headings which are all bold).

Summary of changes below:

RULE	DESCRIPTION
-------------	--------------------

Section E,II,A:	Number of Tournaments
-----------------	-----------------------

TABLE OF CONTENTS

SECTION A - INTRODUCTION

- I. Purpose
- II. Administration of Rules and Operating Procedures
- III. Sport of Ringette in Edmonton

SECTION B – AGE GROUPS, REGISTRATION AND TEAM FORMATION

- I. Age Groups 5
- II. Team Formation 5
 - C. Affiliation 5
- III. Registration of Players 8

SECTION C – REGULAR SEASON GAMES, PRACTICES, EXHIBITION GAMES AND LEAGUE GAMES

- I. LTAD Philosophy
- II. Zone 6 (Edmonton) 13
- III. Black Gold League 13
- IV. League Game Results 13
- V. Cancellation of Games 14
- VI. Practice Ice 15
- VII. Playing and Equipment Rules 15

SECTION D – SUSPENSIONS, DISCIPLINE AND PROTESTS

- I. Suspensions and Discipline 19
- II. League or playoffs protests 21
- III. Protests to the Discipline Committee 21

SECTION E – PLAYOFFS, GAMES OUTSIDE ZONE 6, TOURNAMENTS, ALBERTA WINTER GAMES

- I. Playoffs 23
- II. Exhibition and Tournament Games 25
- III. Alberta Winter Games 26

APPENDIX 1 – OPEN DIVISION 27

APPENDIX 2 – AFFILIATION SUPPLEMENT 27

APPENDIX 3 – COACH SELECTION POLICY 32

APPENDIX 4 – REFUND POLICY 35

SECTION A - INTRODUCTION

I. PURPOSE

The purpose of these rules is to establish and define the criteria within which Edmonton Ringette's activities are to be conducted by its Directors and members.

Information provided in this document is in addition to the Bylaws of the Edmonton Federation of Community Leagues Ringette Association. Situations not covered in the Bylaws or Rules and Regulations shall be referred to the Ringette Alberta Rules and Operating Procedures Manual, or to the Black Gold League Operating Manual.

II. ADMINISTRATION OF RULES AND REGULATIONS

These guidelines constitute the procedures within which the Directors and members of Edmonton Ringette shall conduct the affairs of this Association.

Any suggestions for rule changes must be submitted in writing to the Secretary of Edmonton Ringette. The Board may prescribe such changes relating to the management and operation of the Association, as they deem expedient. Such policies shall not be inconsistent with the Bylaws and shall remain, when applicable, in effect only until the next General Meeting when they shall be confirmed, amended, or deleted, by a majority vote of members.

III. SPORT OF RINGETTE IN EDMONTON

Ringette is operated under the Edmonton Federation of Community Leagues by the Edmonton Federation of Community Leagues Ringette Association (EFCLRA) herein after referred as Edmonton Ringette.

Edmonton Ringette's program is committed to the principles of Ringette Canada's Long Term Athlete Development (LTAD) model.

Working within the framework of LTAD, Edmonton Ringette's program is provided to foster and encourage the sport of Ringette in the Edmonton Area.
The rules and regulations of Ringette Canada, Ringette Alberta, Black Gold League and Edmonton Ringette shall prevail.

SECTION B – AGE GROUPS, REGISTRATION AND TEAM FORMATION

I. AGE GROUPS

A. All age groups are as of December 31 of current playing season:

- Active Start 1: *in general* beginner players under 6
- Active Start 2: *in general*, players with one year Ringette/skating experience age 6, or beginners age 7
- U10: players of ages 7,8 and 9, grouped into one of three steps, based on developmental stage.
- U12 10 & 11
- U14 12 & 13
- U16 14 & 15
- U19 16, 17 & 18
- Open 19 and over

B. All players registering at U10, U12, U14, U16 and U19 shall attend evaluations.

C. The Open division shall operate as a sub-group of Edmonton Ringette. See APPENDIX 1 for rules governing this division.

II. TEAM FORMATION

A. Where applicable, teams shall be formed at 'A' and 'B' levels in accordance with Ringette Alberta guidelines.

B. Program Description and team formation:

1. Active Start 1 (U6): There are no formal teams at this level. Players learn basic skills over the 8 or 16 sessions through a combination of drills and games, with an emphasis on fun. Parent participation on-ice is recommended but not necessary. Players are in general, 5 year old beginners with some skating experience such as Can-Skate. There is one ice session per week at a set time. Players proving to be advanced for this level can potentially be moved to Active Start 2.
2. Active Start 2: There are no formal teams at this level. Players continue to learn basic skills over the season through a combination of drills and games, with an emphasis on fun. As a bridge between active start 1 and U10 step 1, the goal of this division is to learn and be playing the full ice game by the end of the season. Parent participation as coaches on-ice is recommended but not necessary. Players are in general, 6 year olds with skating experience such as Can-Skate or U6. There are three ice sessions every two weeks, generally at set times. Players proving to be advanced for this level can potentially be moved to U10 step 1.

3. U10 Steps 1,2,3: There are formal teams at this level, which are determined by the Evaluations director and the Division Director. These teams play full ice games within the Black Gold League. In general, players of age 7,8,9 will participate on teams of similarly skill and development (ie height), rather than age. When more than one team will participate at the same step, a draft may, at the Boards discretion, be used to form the teams. Generally, players will progress through one step per season.
4. U12: Teams are formed into A,B and C levels, to participate in BGL league play. Where more than one team exists at the same level, a draft system will be used.
5. U14-U19: Teams are formed into A, and B levels, to participate in BGL league play. Where more than one team exists at the same level, a draft system will be used

C. PLAYER AFFILIATION

(See SECTION C,VI,B and Appendix II for more information)

1. General

Edmonton Ringette is bound by Ringette Alberta's Policy 5.0: Player Affiliation Policy. The complete policy can be viewed on the Ringette Alberta website.

The constraints set forth by Ringette Alberta determine which Teams Players may play on. In general, a Player can play for a Team only if they are registered on that Team as a Player or an Affiliate Player.

2. Affiliation

Is the main mechanism by which Ringette Alberta and Edmonton Ringette permit Players to play on a different Team than the one registered with. Any given Player can be affiliated with only one other Team. There are some exceptions for Provincial, Western Canadian, and National playoffs and in some cases for Tournaments, and for Double-Carded Players.

3. Understanding:

It needs to be understood that being an affiliate is a privilege. As such there is no guarantee that the player will participate in any games or practices at the higher level. That will be at the discretion of the higher level coach. The affiliates need to bear in mind that they are not paying an extra fee to be affiliated and hence do not have the same rights and privileges of the higher team.

The regulations described here illustrate what constraints Edmonton Ringette will follow in addition to those defined by Ringette Alberta.

4. Establishing Affiliation

- 4.1 Teams wanting to register one or more Affiliates with their Team must complete the Ringette Alberta "Affiliate Request" Form and submit it to the Division Director and Registrar.
- 4.2 A list of affiliates will be developed by the Evaluations Director at the

end of the evaluation process and before the draft takes place. Affiliates should be selected at the time of the draft (if applicable), when evaluation results are available. It is the coaches responsibility to contact the player's parent and have them sign the Affiliate form.

4.3 It is recommended that coaches select affiliates from more than one team when possible. The coach who has picked last for their team will pick first from the affiliate pool so that the next coaches' pick(s) will follow in order from last to first.

4.4 If a player declines an affiliate position with a team from Edmonton Ringette, they have taken themselves out of consideration for affiliation with another team within Edmonton Ringette. The next pick for affiliation is then asked to play. The purpose of this clause is to prevent the affiliate from directing the process.

4.5 If approved, the Registrar will register the Affiliation according to the processes of Ringette Alberta.

5. Affiliation Application

5.1 Bringing the affiliate to games and practices will be at the upper level coach's discretion. There is no obligation to use affiliates if the team has an adequate number of players

5.2 The affiliate's first loyalty will be to her own team. An affiliate must not miss an event for her team, to play with the affiliated team, unless approved by the coaching staff. The *upper level coach* must obtain this approval from the affiliate's coach in the case of a conflict.

5.3 An affiliate will not be brought up to play at the expense of a full time player. Example: the full time player will not sit on the bench or not dress so that an affiliate can play. A coach can however bring up an affiliate to bring numbers up to the levels as per Ringette Alberta criteria. In those cases, the affiliate can have the same amount of ice time as the other players, it is however the coaches' discretion.

5.4 Use of affiliates is governed by Ringette Alberta's Player Affiliation Policy including:

“ 5.4.3 Players 'dressed' and listed on the game sheet shall be:

- A minimum of seven (7) players
- A maximum of five (5) affiliate players
- A maximum of twelve (12) players if the only affiliate player(s) participating in that game are skater(s)
- A maximum of thirteen (13) players if a combination of affiliate skater(s) and an affiliate goaltender is participating in that game
- A maximum of eighteen (18) if the only affiliate player 'dressed' is a goaltender ”

Penalties for Affiliation Violation and/or Abuse at league play, tournaments, Playdowns or Provincial Championships include team losses, and suspensions for coaches – see Ringette Alberta 5.4.9

5.5 The choice of using the same affiliate for games is the discretion of the upper level coach. It is however recommended that affiliates are rotated but it is not mandatory.

6. Affiliates in Tournaments

With the exception of Combined Teams (see 6), an Affiliate may play in tournaments, subject to Ringette Alberta constraints, on the Team they are affiliated provided that:

6.1. The Affiliate has been properly identified on the Tournament Registration form, regardless of whether such form had provision for doing so;

6.2 The "Use of Affiliate" Form has been completed including all required signatures at least 3 days prior to the day of the first game of the Team;

6.3 The Affiliate would not miss a game of her own Team, provided all parties involved consent.

7. Combined Teams

A Combined Team may be formed of Players from the same Division and Level and may practice for and participate only in Tournaments and subject to Ringette Alberta constraints, provided that:

7.1 Such a Team is accepted by the board of Directors of Edmonton Ringette;

7.2 Such a Team is permitted and accepted by the Tournament Committee;

7.3 The "Combined Team" Form has been completed including all required signatures at least 3 days prior to the day of the first game of the Team.

III. REGISTRATION OF PLAYERS

A. General

1. For U8(Bunny) to U19(Belle) age players, registration will be handled by the Registrar or his/her designates, on an individual basis. Registration usually starts during the summer months.

2. For Open age players on payment of the team entry fee, each team will be provided with a set of registration materials and a set of the Edmonton Ringette registration rules and rules governing ringette in Edmonton, plus a Ringette Alberta registration form. A non-refundable \$1000 deposit will be required June 30th to reserve the teams spot for the upcoming season.

3. Each team must register at least ten (10) players on the team registration forms. Players may be affiliated as per Ringette Alberta Affiliation Rules.
4. Each player U8(Bunny) to Open must be entered in the team registration forms by the Registrar.
5. Each team must submit their registration form by the date specified by Ringette Alberta.
6. Players must be registered after this date in accordance with the current Ringette Alberta registration deadlines.
7. Players may only play on the team for which they have been assigned or registered unless they move and obtain the appropriate releases (in accordance with the current Ringette Alberta rules for registering players). (Except if operating under Section II - Rule L, Player Addition Rules.)
8. Any player not previously registered with Edmonton Ringette must provide the Registrar with a birth certificate, or in lieu, a Baptismal certificate or passport, if requested, and an Alberta Health Care number.
9. The Team Registration Form (TRF), once provided by Ringette Alberta and Edmonton Ringette, (typically in February of the current season) must be available at all games.
10. No player shall participate in any tryout, evaluation, practice, exhibition or game unless they have registered with Edmonton Ringette and paid the Registration fee, as this is the mechanism by which players are insured through Ringette Alberta. The exception to this rule would be for "Come Try Ringette" or "Bring a Friend" public style events, which are by default, insured by Ringette Alberta.

B. Eligible Players

1. The coach and manager shall be responsible to see that their players are properly registered and are eligible to play for their team.
2. An eligible player shall be one who:
 - a. has current community league membership,
 - b. resides in the correct Provincial Zone (6) (unless an approved import),
 - c. is of correct age for her division, unless approved
 - d. has not been suspended, and
 - e. has been correctly registered on a team registration form.

C. Ineligible Players

3. Those players released who do not meet these qualifications as set out in Rule B 2 above. A coach and/or manager who play(s) an ineligible player will be subject to immediate suspension until his/their case has been reviewed by Edmonton Ringette.

D. Provincial Zone Releases

1. No player released from Provincial Zone 6 (Edmonton) to any team in any other provincial zone is allowed to participate in any game on a Zone 6 team for the remainder of the current ringette season.

2. No player will be released to any other provincial zone unless Zone 6 (Edmonton) cannot provide the player with an appropriate team to play on at her age group and/or level of ability, without the approval of the league director, president or registrar.

3. Ringette Alberta Regulations regarding Zone releases must be followed.

E. Player Placement

1. Players will be assigned teams prior to league play in accordance with current league evaluation processes.

2. Players registering after the start of league play will be assigned to teams at the discretion of the League Directors.

F. Player Movement

1. General:

Playing Up means playing in a Division higher than defined for the Player's age. Normally, Levels within Divisions provide sufficient separation of skill levels.

Playing Down means playing in a Division lower than defined for the Player's age.

One of our principal goals for first year Players is to ensure that they have a positive playing experience. Considering the birth date, size, maturity and skill level together with the overall complexion of Association Teams in a given year, it may be better for a Player to play down.

As one of the goals of Ringette is the development of positive self-esteem and a proper sense of self-worth, it is important that Players remain with their peer group. Leadership can be a bigger challenge than skill improvement. It is sometimes a harder task to become a Team leader on and off the ice than it is to score goals. It

is possible that the rewards in life could be greater if this Leadership skill is mastered.

Some studies have shown that the youngest in an age group may struggle, while the oldest tend to be more successful. In all cases of Player movement, the needs of the Player (not the parents, not the Association, not the Teams, and not of others) must be paramount.

2. Policy Scope:

This policy applies to all player movement (up or down) for all divisions/levels within Edmonton Ringette. Player movement is typically initiated by players or parents but in some circumstances such moves can be requested by the association as outlined in this document.

3. Philosophy & Intent:

This policy is intended to deter player movement between levels outside of the Ringette Alberta divisional rules. Exceptions will be considered in rare cases and must meet the criteria outlined in this policy and must adhere to Ringette Alberta.

4. Criteria for Player Requests to move up/stay down a Division

- A. Players may only be one year removed from the requested playing division. ie: an 11-year old could request to play in the U14 Division, however a 10-year old could not, etc.
- B. Players may move up a maximum of two levels only . (I.e. if a player is U10 age, they may play at U12B, assuming there is a U12C; if a player is U12 age, they may play at U14A, assuming there is NOT a U14C
- C. All requests will only be considered if it does not impede the ability of the affected playing age divisions to field competitive teams and does not adversely affect the team sizes for all involved.
- D. Should the previous criteria be met, the Board will then ensure that at least one approved independent evaluator & one designated board member (ie: Director of Player Development, executive member etc) are present to evaluate the player's ability to play at the requested level.
- E. Players will be evaluated in their designated playing division first and must meet the following criteria: underage players must rate in the top 5% of their designated playing division, and overage players must rate in the bottom 5% of their designated playing division.
- F. If scheduling does not permit evaluations in both divisions to be completed in this manner, previous year results (if available) may be used.
- G. If the designated playing division criteria is met, the player will be evaluated in the requested playing division second and must meet the following minimum criteria:

Overage players must rate in the bottom 1/2 of the requested playing division. Underage players must evaluate within the team size window or be a mandatory pick for the requested team/division. i.e. they cannot “make the team” by solely being a coach’s pick. This means, that the player cannot be chosen by coach pick, if it requires the coach to “jump” players to make the selection – in this instance, the player would displace a player from the team who evaluated higher than them; this is not permitted.

- H. Physical size & maturity level of the evaluated player as well as the players in the requested division should be considered.
- I. The Director (s) will work with the Player Development Director, Executive member, evaluator(s) to determine if the players request is approved based on the above criteria.
- J. The Director of the approved division will inform the player/parents of the final decision.

5. Association Needs

In exceptional years, it may be necessary for the Association to move Players in order to balance divisions or to form viable Teams .

SECTION C – LEAGUE GAMES, PRACTICES, EXHIBITION GAMES, and TOURNAMENTS

I. Philosophy – Long Term Athlete Development

Ensuring all players are given the opportunity to develop a wide range of ringette skills is a primary goal of the LTAD model and Edmonton Ringette. Early specialization (U12 and below) in sport is counter to these principles. It is important that players, parents and coaches are aware that at early stages of athlete development, allowing players to play only one position is detrimental to their development. Coaches are strongly encouraged to base their decisions on this point.

1. Given the special circumstance of goalies, the following limits are placed on goalie play. While not fully compliant with Ringette Canada's LTAD recommendations, Edmonton Ringette has adopted these guidelines to attempt to balance the sometimes competing concerns of teams, players and parents.
 - A. **U10** – some form of rotation through the position of goal must occur. A MAXIMUM of 40% (2 out of every 5) of games may be played in goal (inclusive of all league/exhibition and tournament games) by any one player.
 - B. **U12B/C** – a MAXIMUM of 66% of games may be played by any one goaltender (inclusive of all league/exhibition and tournament games) . The remainder may be played by a rotation of some sort or by another single player. Players wishing to play the position
 - C. **U12A** – To provide some flexibility given that teams in this level are typically second year players who could be ready for the specialization acceptable in U14, greater than 66% play by one goaltender may be acceptable. This additional play cannot occur at the expense of other part-time goaltenders. I.e. A coach with a declared “full time” goaltender must still play any “part-time” goaltenders on the team.
 - D. **U14** – goaltenders can specialize, but can still alternate with other players. Assuming a player has requested to play full time, and no other player wishes to play the position, that player may play 100% of games.
2. The Division Director or member of the Executive may request copies of game sheets to ensure compliance with the above.
3. Conditions which prevent compliance with the above must be brought to the attention of the Executive by the coach or team manager.
4. Failure to comply with the above may result in disciplinary action.

II. Zone 6 (Edmonton) Games

Notification of regular season, exhibition, and playoff games and practices will be provided to one contact person (Head Coach/Manager) per team in a timely manner prior to the event.

III. Black Gold League

All Edmonton teams involved in exhibition, league, and playoff games in the Black Gold League shall be bound to follow the latest updated version of the 'Black Gold League Operating Manual'.

IV. League Games – U10 to U19

1. Game sheets are to be made out by a team staff member at least fifteen (15) minutes before game time, using first and last names and jersey numbers.
2. All bench personnel must be listed on the game sheet.
3. The game sheet must be completed by a team staff member in charge of the team before commencement of play, thus verifying the eligibility of the players under their charge and also showing who is responsible for their conduct during the game.
4. **Ensure the game number is recorded on the game sheet**
5. If a team does not appear for a scheduled game, the team in attendance will fill out the game sheet, as noted above, record the game as forfeiture with a score of 1-0 in their favour, have a referee in attendance sign the game sheet, and distribute game results as noted below.
6. Both teams shall be responsible to provide the final score to Edmonton Ringette's Statistician (see www.edmontonringette.com), and/or Black Gold League Statistician (see www.blackgoldleague.com) within 24 hours of the end of the game.
7. Both teams shall be responsible for maintaining original copies of the game sheet until 30 days after the end of the season and produce this original copy upon reasonable request of the officials or executive of Edmonton Ringette.
8. Game duration for U10 to U19 as defined in the Black Gold League Operating Manual shall apply to exhibition and league games.

League Division	Slot Duration	Period Duration
U9	60 minutes	24 minutes, Run Time
U10 / U12	60 minutes	18 minutes, Stop Time
U14	60 minutes	18 minutes, Stop Time
U14	75 minutes	23 minutes, Stop Time
U16 / U19	75 minutes	23 minutes, Stop Time

9. Edmonton Ringette will provide shot clocks for all levels U12 and older, on Edmonton ice.

10. In case an Edmonton team is not able to provide shot clocks for their league games, Black Gold rules regarding shot clocks will be followed.

11. If a team is not ready to play within five (5) minutes after the scheduled starting time, the referee will declare the game forfeited to the team on the ice. The game shall be played as an exhibition game.

12. Games starting late, or running behind, shall be finished within the allotted time. When the time remaining in the ice slot reaches 5 minutes, the game time clock should be reset to 2 minutes.

13. The running of the clock will be the responsibility of the referee and cannot be disputed.

V. Cancellation/Rescheduling of League Games

A. League games take precedence over exhibition and tournament games. All league games must be played before the end of the season.

B. Cancellation, postponement or rescheduling of league games is the responsibility of the coach/team requesting the revision as per "Rules of the game" in the most current 'BLACK GOLD LEAGUE OPERATING MANUAL'.

C. Rescheduling of league games must be approved by the following persons or groups:

- Ice Allocator
- Opposing Team
- with the appropriate Referee Allocator notified:
 - U14A and up: NARRA: terrischade@shaw.ca
 - U14B and down: Martin Beamish: beamishes@gmail.com

D. Rescheduling of league games must be confirmed by all parties involved, prior to ten (10) days of the rescheduled game.

E. Failure of a team to attend/play a scheduled league game (including rescheduling and attending a cancelled game) will result in forfeiture of the game and a \$500 penalty by Edmonton Ringette and any other fines as set forth in the most current BLACK GOLD LEAGUE OPERATING MANUAL, currently \$500 per instance. Additionally, the team may lose its practice ice for the rest of the season.

F. A common reason for rescheduling a league game is the attendance at tournaments. As such, new rules apply for both Black Gold League and Edmonton Ringette pertaining to allowed blackout periods, number of reschedules and maximum tournaments a team may attend. For Edmonton Ringette rules, see Section E,II.

VI. Practice Ice

A. Once ice is allocated the team contact will have an opportunity to return it to the allocator for re-distribution up to 14 days prior to the allocated ice slot (i.e. a team is allocated a slot on October 14th in the new schedule - they can return to allocator for re-distribution up to September 30th).

B. If a team cannot utilize the ice and is within the 14 day window prior to the actual slot they must work with either ERC or Federation coaches to swap. **TEAMS DO THIS - NOT THE ALLOCATOR!**

C. If they do not use, or swap and the **ice sits empty**, that team will be assessed a **\$300 fine payable within 7 days of the no-show**. Failure to pay would result in the loss of two future ice slots at the discretion of the ice allocator.

VII. Playing and Equipment Rules

A. Playing

1. Each team must have at least one certified, over 18 female team official in the players box at all times.

2. Each team, U10 to U19, shall have in their players' box, a coach with appropriate qualifications per Ringette Alberta rules. Failure to provide this person shall ensure an automatic forfeiture of the game. The manager and coach shall be responsible for the conduct of their players at all times.

3. The executive of Edmonton Ringette reserves the right to approve and review all bench personnel at any time.

4. The minimum number of players necessary to start a game per team is seven (7). Once the game has started, a team must be able to ice a minimum of four players. Failure to comply in either case will result in forfeiture of the game.

5. No more than 18 players may be dressed for any one game.

6. Coaches and/or managers may only play players registered on team registration forms certified by the Registrar. Any violation of this rule will mean loss of points earned in the game(s) in which the player participated up to and including the game in which the violation occurred. The team official may be suspended pending review by Edmonton Ringette or discipline committee.

7. Dressing rooms are to be left reasonably clean. Each team may need to supply a lock for the dressing rooms.

8. There are to be no more than five (5) team officials in the player's box during the game or between halves.

9. Player's box doors must be kept closed and latched during the course of the game.

10. No one other than the Commissioner and game officials will be allowed in the Game Officials room at any time. Failure to comply will result in review by the Discipline Committee with the appropriate action.

11. Game Officials:

i. Referee fees for regular season and playoff games are included in the team registration fee. The fees for each referee are stated in the current contract with the Northern Alberta Ringette Referees Association.

ii. For exhibition games requests for officials must be made by team staff seventy-two (72) hours prior to game time.

iii. Each team must supply a timekeeper (minor official) for each game

iv. Each team must supply a trained shot clock operator for their home games.

12. Points in Regular Season Games:

- Zero (0) points for a loss
- One (1) point for a tie
- Two (2) points for a win

13. League Standing: In the event of a tie in points in the standings at the end of league play the final standings for playoff purposes will be decided according to Ringette Canada Canadian Ringette Championships Tie Breaking Format

B. Player Addition Rule - See also Appendix II - Affiliation

1. This rule is intended to reduce defaults for starting a league game with less than seven (7) players by teams with a minimum number of players registered, and is not intended to bolster a team indiscriminately or provide extra ice time for any particular player. Therefore, the League Director may, with discretion, upon complaint or otherwise, suspend the addition privileges of either a player or a recipient team.

i. The affiliated player may participate with the upper level team if the home team has no prior commitment.

ii. In the case of a conflict, in order for a player addition to occur, agreement and consent must be obtained from all of:

- The coach of the lower level team.
- Parent/Guardian.
- The player.

iii. Agreement and consent must be obtained for EACH game in which a player is picked up.

iv. If agreement and consent is not obtained. Disciplinary action according to Ringette Alberta Player Affiliation Policy 5.4.9, will be adhered to.

v. Player addition MUST be highlighted on the game sheet.

B. The wearing of equipment:

1. Protective equipment of an approved design, as defined by the current Ringette Canada Official Rules and Ringette Alberta Rules and Operating Procedures, MUST be worn by all players. It is the responsibility of all players, parents and coaches to ensure these rules are enforced.

2. Failure to wear appropriate equipment will result in banishment from the game until the equipment is worn.

3. Team colours - each team MUST register its team colour when registering the team. In the event of duplication in a game, the visiting team must wear colours so as not to conflict with the home team.

4. U10-U19 Edmonton Teams are expected to wear jerseys provided by Edmonton Ringette at all official league, playoff and tournament games while they are representing Edmonton Ringette.

SECTION D – SUSPENSIONS, DISCIPLINE AND PROTESTS

I. Suspensions and Discipline - (See Ringette Alberta and Black Gold League for more information)

A. General

- 1.** All suspensions are issued in accordance with current Ringette Canada and Ringette Alberta Rules and Disciplinary Policy.

- 2.** Any suspension incurred in a league, exhibition, tournament or playoff game will be served by NOT PARTICIPATING, in the next PRE-SCHEDULED GAME(S). In case of tournaments, games assessed by the discipline committee count towards suspension issued by Edmonton Ringette.

- 3.** Suspensions not served in full in the current season must be served in the subsequent season of play.

- 4.** When a player has been suspended the coach and player will be notified by phone within 72 hours and in writing within one week.

- 5.** In the event of a suspended player playing in a league, exhibition, playoff or tournament game:
 - the game(s) will be forfeited,
 - the team official who signed the game sheet will be assessed a three (3) game suspension,
 - a second offence will result in immediate suspension of the team official and review by the discipline committee.

- 6.** Any suspension must be reported to the League Director, Edmonton Ringette and Ringette Alberta.

- 7.** Suspended team officials are not permitted in the arena from one (1) hour before to one (1) hour after the game(s).

- 8.** Suspended players are not allowed in their team's dressing room or team box and must not dress in their uniform.

- 9.** If both the coach and manager of a team are suspended the team may appoint a new coach or manager with approval of the League Director in consultation with Edmonton Ringette executive.
- 10.** Any team official withdrawing their team from the ice during a game, or refusing to play a scheduled league, playoff or tournament game will be suspended pending a hearing by the Board of Directors.

- 11.** Any team member, team officials, referee or minor official found under the influence of alcohol in the confines of the arena will be automatically suspended for an indefinite period. For our purposes the smell of liquor on the individual is "under the influence".

- 12.** Any possession or use of illegal drugs by a team member, referee, minor official or team official during a ringette function will result in automatic expulsion for the remainder of that playing season.

- 13.** Any team official that aids and/or involves players in any immoral activity will be automatically suspended for an indefinite period as determined by the Commissioner/President.

- 14.** A player or team official removed from a game will go directly to their respective dressing room or leave the arena until 15 minutes after the conclusion of the game.

- 15.** Any team accumulating more than 30 minutes in penalties in one game shall see the head coach or acting coach from that game suspended for the next game. Any player accumulating more than 10 minutes will be suspended as per Ringette Canada Rules

- 16.** If any player is suspended because of conduct, the coach and/or manager may also be disciplined.

B. Specific

- 1.** Any MISCONDUCT or MATCH penalty assessed to any player or team official must:
 - i.** Be reported by the coach or manager to the Division Director and Referee-In-Chief or in their absence, a member of the Board of Directors.

ii. This report MUST be within twenty-four (24) hours of completion of the game in which the penalty was assessed.

2. A coach and/or manager who does not comply will be assessed a three (3) game suspension **by Edmonton Ringette in addition to those assessed by Ringette Canada and Ringette Alberta** .

3. The player or team official assessed a match penalty is suspended until her/his case is reviewed and the team is advised in writing.

4. The player or team official assessed a MATCH penalty will be subject to the current Ringette Canada and Ringette Alberta rules.

II. League or Playoff Protests

A. All protests MUST be submitted in writing to the President within forty-eight (48) hours following the game and MUST be accompanied by two hundred (\$200) cash, money order or certified cheque, which shall be refunded if the protest is upheld; otherwise it shall revert to the General Fund.

B. The Referee's decision cannot be protested. Only rule violation protests will be considered.

C. All protests MUST be signed by the team official who signed the game sheet.

III. Appeals to the Discipline Committee

Please see the Bylaws of Edmonton Ringette for the full appeals policy.

SECTION E – PLAYOFFS, EXHIBITION GAMES OUTSIDE EDMONTON, TOURNAMENTS, ALBERTA WINTER GAMES

I. Playoffs

A. U7/Active Start 2:

No formal playoffs. Year end fun jamboree events will typically be arranged by coaches for active start 2 programs

B. U10 Playoffs – Black Gold League

Teams participating in the Black Gold League shall participate in year end playoffs. Black Gold League playoffs begin the week after the regular season ends and continue until the championship game results in gold and silver medals being presented. All participation is governed by the Black Gold League Operating Manual. See www.blackgoldleague.com.

C. U12-U19 - Provincial Playdowns:

- i. Teams in U12 to U19 are eligible for provincial playdowns and provincials.
- ii. All teams are eligible for Provincial Playdowns, which leads up to the year end Provincial Tournament. This typically two weekend event replaces city and Black Gold League Playoffs.
- iii. Dates: Each level has a set date for both Provincials and Playdowns, which can be found at the Ringette Alberta website: Provincial Playdowns Technical Manual
- iv. Playdown pools will be determined based on the win-loss record of teams within BGL league play. Only the final 6? games of league play will be used for this calculation. The intent of this is for coaches to use the majority of the season for player development, with a reduced emphasis on winning.
- v. Teams coming in first or second in their playdown pool proceed to Provincials.

D . Provincials

.. For more information on format and dates for the provincial tournament, see Ringette Alberta's website: [Provincial Playdowns Technical Manual](#).

II. Exhibition and Tournament Games

A. Number of Tournaments.

Attendance at an excessive number of tournaments during a season has a number of negative affects including, but not limited to: negatively altering the competition to practice ratio as recommended in the LTAD Framework, causing leagues and teams problems relating to rescheduling ice times, putting increased financial and time strains on parents, reducing time for athletes to engage in alternate activities and potentially limiting access to tournaments by other teams. As such:

- i. each team may attend a MAXIMUM of:
 - TWO tournaments a season (Silver Ring plus one more within the BGL area) in U10 Step-1.
 - TWO tournaments a season (Silver Ring plus one more) in U10 Step-2 and U10-Step 3.
 - THREE tournaments a season (Silver Ring plus two more) in U12
 - FOUR tournaments a season (Silver Ring plus three more) in U14
 - NO LIMITATION for U16 and up,
- ii. Plus the option of attending the following non-competitive exhibition or event style tournament: Ringette Scores on Cancer.
- iii. Conditions which may prevent compliance with the above must be brought to the attention of the Executive by the coach or team manager.
- iv. Failure to adhere to this policy may result in disciplinary action which may include removal of practice ice or suspension of coach(es).
- v. Tournaments which fall outside the BGL regular and post season are not regulated by the above, and may be attended.

B. Application for Tournaments.

For divisions with more than one team (U10,U12,U14B etc), Division Directors should arrange with the coaches which tournaments will be applied to, to prevent competition between Edmonton teams. In instances where both wish to attend, a common application by the Director should be made and a coin toss will determine who will attend, should the application be successful.

- B. For games played outside Alberta**, team staff must notify the division director and Ringette Alberta at least two (2) weeks prior to the tournament/exhibition game and proper travel permits must be obtained. Travel Permits ensure appropriate Ringette Alberta insurance is in effect. In absence of the division director, the travel permit can be signed by any member of the executive.
- C.** Players, coaches, managers and trainers of all teams will be subject to the same disciplinary action on penalties assessed to them in exhibition or tournament games as would be assessed to them by the League Director or Commissioner, in regular league play.

III. Alberta Winter Games

- A.** All players age 13-16 as of December 31 of the current season, shall be eligible to compete for the right to represent Edmonton (Zone 6) at the Alberta Winter Games
- B.** Ringette Alberta and The Edmonton Ringette Club will coordinate tryouts, team and coach selection. See www.edmontonringetteclub.com and Ringette Alberta for more information.

APPENDIX 1 – OPEN DIVISION

All teams participating in the Edmonton Ringette Open league are governed by Edmonton Ringette Rules and Regulations.

- A.** On ice participants must be registered with Ringette Alberta, and meet the Ringette Alberta eligibility requirements.
- B.** Each team must supply a copy of Ringette Alberta TRF to the league director.
- C.** Each team must supply a team contact, with full contact information, to the director at the outset of the season.
- D.** Each team must designate a representative to sit on the disciplinary committee.
- E.** Coaching requirements as per Ringette Alberta Policy and Procedures.
- F.** For league games:
 - 1.** Teams may pick-up players from any team participating in the Edmonton Ringette Open league in order to field a team. Prior permission from coaching staff is not required. Pick-up players must be listed as such on the game sheet. If this rule is violated the following penalties apply.
 - i.** 1st offense – 1 game suspension to acting team staff and the game is forfeited.
 - ii.** 2nd offense – 3 game suspension to acting team staff and the game is forfeited.
 - iii.** 3rd offense - 3 game suspension to acting team staff, the game forfeited and review by the disciplinary committee.
 - 2.** Each team must supply a time/score keeper for each game or pay a \$10 fee to the team supplying the time/score keeper.
 - 3.** In case of colour conflict the visiting team must change.
 - 4.** Games will be 2 - 23 minute periods in length.

5. A team may legally start play with 5 skaters and a goaltender. At game time, if the goaltender is not present and dressed the game is forfeited by the offending team.

6. Discipline issues will be reviewed by the disciplinary committee. For each issue, a committee of 3, from the designated team reps, see point D above, will be struck to review the issue.

APPENDIX 2 – AFFILIATION POLICY SUPPLEMENT

In addition to the rules set out in the Edmonton Ringette Rules and regulations, Section B II, C, this appendix is a supplemental procedure intended to clarify the existing rules & regulations surrounding player affiliation.

A. Policy Scope and Intent:

- I. Affiliation allows an association to create a team at a level where there are not enough players for a viable team and allows a team to replace absent, sick, injured, or suspended players on a game by game basis.

The primary purpose of affiliation is to benefit the team that the player is being affiliated to, and is not designed to be a mechanism of player development.

All affiliation within Edmonton Ringette will follow the rules and regulations outlined by Ringette Alberta.

Affiliation within Edmonton Ringette will follow a 'next level down' process as listed below:

U8 will affiliate to U10
U10 will affiliate to U12C
U12C will affiliate to U12B
U12B will affiliate to U12A
U12A will affiliate to U14B
U14B will affiliate to U14A
U14A will affiliate to U16B, or to U14AA
U16B will affiliate to U16A
U16A will affiliate to U19B
U19B will affiliate to U19A

U14AA will affiliate to U16AA
U16AA will affiliate to U19AA

- II. Rare exceptions to the 'next level down' rule can be made on a case by case basis, to expand the affiliation 2 levels down.

The expansion to the 2nd level down would happen 'in addition to' the team drafting eligible affiliates from the next level down. Thus, a team would complete their drafting of players from the next level down, then proceed to drafting of players from the 2nd level down – please refer to the section below entitled "Selection Of Affiliates By Teams" as to how the mechanics of this process will work. Example:

- U14A would draft eligible affiliates from U14B

- U14A would proceed to draft eligible affiliates from U12(Petite) A, and would draft U12(Petite) A players in the format described below in Selection Of Affiliates By Teams"

If 2 level down affiliation is requested, application by the coach requesting affiliation must be made to the Divisional Director(s) involved (note: more than one Director application is required if the 2nd level affiliate resides in a different division). The requesting coach must make a logical and sensible case as to

why the next level down process will not meet their team's needs, and why they feel they need to go 2 levels down.

Approval of the 2nd level down affiliation is at the discretion of the Division Director and Executive.

No affiliation past 2 levels down will be permitted.

B. Goalie Affiliates:

Goalies will affiliate according to:

- the rules and regulations outlined by Ringette Alberta
- the policies outlined within the Edmonton Ringette Rules and Regulations

C. Identification Of Eligible Affiliate Players – “Who Is Eligible To Be An Affiliate?”

Once a player has been identified as an eligible affiliate (below), the process outlined in Edmonton Ringette's Rules and Regulations under Section B, II, C, 1 through 5 will be followed in addition to the points below:

- Affiliation at all levels is not based on year or age of the player. It is totally dependent upon the rankings from the evaluations completed at the start of the year. In cases where full evaluations do not occur (ie. Active Start), current coach recommendations will be used. For Active Start 2, the affiliation will normally only be offered to the players moving into U10 the year following. If however the Director/Coach feels another player warrants affiliation, this can be allowed on a case by case basis at the discretion of the Division Director.
- The number of affiliates identified to affiliate upwards, will be determined by the Director of the Upper Level- e.g.: U14 Director will determine how many affiliates are required for each level of U14, based on team size and the resulting expectation of need for affiliates. I.e. A team of 10 skaters will require affiliates more often than a team of 15.
- When the team formation process (draft) is undertaken, the players will usually be grouped into 'boxes' of a specified number of players. These same boxes will also serve as the groupings of potential affiliates and the coaches will select affiliates from these boxes until the required number of affiliates (plus up to two alternates), has been exhausted. A minimum of 2 boxes will be open at one time to select affiliates, and, a third box cannot be opened until one of the previous is completely closed off.

NOTE: Not all players identified as potential affiliates will be chosen as affiliates as coaches will have a variety of similarly rated players to choose from.

- Following the draft, coaches will contact their affiliates to confirm their willingness to affiliate, and coordinate signing the required Ringette Alberta Player Affiliation Form. If a player selected declines to affiliate, they may not affiliate to any other team, and one of the alternate players selected will replace them.
- 'Coaches Pick': If a coach at an upper level desires a player for affiliation and that player is not identified as a potential affiliate (i.e. they do not reside in a selection box as described above), the coach can approach the Divisional Director for that player and request an exception. Only one exception (coach pick) is allowed per team.

D. Selection Of Affiliates By Teams:

In addition to the rules set out in the Edmonton Ringette Rules and regulations, Section B, II, C, 4, the following is a supplemental rule/regulation:

As outlined in Section B, II, C, 4, the selection of the affiliates by the coaches will proceed in a draft format.

In the event of a successful request to affiliate a player from the '2nd level down', the team requesting the 2nd level down will participate in the draft selection process along with the coaches choosing players in the 'next level down'. However, the team requesting the '2nd level down' affiliate will assume the 'last spot' within the draft selection process and will not be afforded 2 picks in a row.

For example - U14 A wants to select a U12A affiliate:

- U14 A would commence their affiliation draft by choosing eligible players from the identified U14 B group. The B group cannot be bypassed and players must be selected before the U14A team can proceed on to U12A
- Following the completion of the drafting of U14B players, the U14A coach(s) would be folded into the draft process, along with the U14B coaches as follows:

*Assume 3 U14B teams & 1 U14A team. Draft format would be:

ROUND 1	ROUND 2	ROUND 3	ROUND 4
U14 B1	U14 B3	U14 B1	U14B3
U14B2	U14B2	U14B2	U14B2
U14B3	U14 B1	U14 B3	U14B1
U14 A	U14 A	U14A	U14A

By adding the U14A selection at the end of each round, it ensures that the U14B teams are not disadvantaged in the affiliation selection process.

When determining if affiliates can play in games, the coaches of the next level up have full discretion as to which players are selected. However, in the event of a '2nd level down' scenario, the upper level coach cannot use a '2nd level down' player unless the next level down players are unavailable. Thus, 2nd level down affiliate is the last choice for game play.

E. Conflicts In Scheduling between 'Own' Team and 'Affiliate' Team – Home Team 'Veto'

As identified in Section B II, C, 5.2 of the Edmonton Ringette Rules and Regulations, the loyalty of an affiliate is to their own team first and their affiliate team second. This includes:

- practice,
- league games,
- playoffs,
- tournaments,
- any formalized game

As the intended benefit of affiliation is to make a team viable at the upper level, the same

can be said that the overuse of an affiliate cannot make the affiliates home team any less viable in game play – regular season, exhibition, playoffs, tournament or otherwise. Thus, playing with an affiliate team cannot be undertaken at the expense of the players own team due to absence or performance due to overuse by the affiliate team.

In the event of a:

- perceived scheduling conflict between the affiliates 'own' team and the affiliate team or,
- if the affiliate's home team coach perceives a performance issue due to over involvement with the affiliate team,

all the coaches (home team and affiliate team) along with the affiliates parents will meet to discuss the situation and are encouraged to reach a compromise point that is within the best interest of the HOME TEAM – and not the affiliate team. The affiliate themselves will normally not be part of the discussion.

If a compromise cannot be made, the affiliate's home team coach will have the final decision to veto the affiliate's participation with the affiliate team on a case by case basis.

In each situation where the home team coach uses the 'veto', the coach must inform the Divisional Director(s) immediately. In turn, the Divisional Director(s) must document the circumstances of the situation and provide the details of the circumstance at the next Board of Directors meeting during their monthly report.

This policy applies to all affiliate players - both skaters and goalies.

F. Confirmation and Registration of Affiliates With Edmonton Ringette and Ringette Alberta

Once the affiliates have been selected by the coaches in the process described above the following must happen:

1. Affiliation forms must be filled out completely
2. Complete forms are to be submitted to Division Director of the team that that the affiliate will be playing for – not the Director where the player is coming from.
3. Division Director submits forms to Edmonton Ringette Registrar. The Edmonton Registrar will not accept any affiliation forms unless they come directly from a Divisional Director.
4. Edmonton Registrar submits forms to Ringette Alberta before identified deadline.

The inclusion of the Divisional Director in the process ensures that the process is being followed as intended.

G. Penalties For Violation Of Affiliate Rules

Edmonton Ringette will follow the rules for policy violation as outlined in Ringette Alberta's Player Affiliation Policy (5.0):

5.4.9 Compliance and Consequences

Penalties for Affiliation Violation and/or Abuse at league play, tournaments, Playdowns or Provincial Championships:

- First time offense - the team will receive a loss for the game in which the violation and/or abuse occurred, and the score will be recorded as a 0-6 loss for the penalized team
- Second time offense (within two calendar years of the first offense) - the Head Coach or Acting Head Coach will receive a 3 game suspension and the team will receive a loss for the game in which the violation and/or abuse occurred and the score will be recorded as a 0-6 loss for the penalized team
- Third and subsequent offenses (within two calendar years of the first offense) - a disciplinary hearing will be held and the Head Coach or Acting Head Coach will receive a minimum 3 game suspension and the team will receive a loss for the game in which the violation and/or abuse occurred and the score will be recorded as a 0-6 loss for the penalized team

APPENDIX III – COACH SELECTION POLICY

A. Coach Selection Policy Statement

Fair and consistent selection of coaches from a set of coach candidates is the goal of the EFCLRA Coach Selection Process.

The EFCLRA Coach Selection Process is based upon the standardized scoring of training, knowledge, and experience, against an established set of coach qualification criteria. Coach candidates are evaluated relative to the qualification criteria and the best candidate selected for the job.

Coaches are selected by the EFCLRA Coach Selection Committee. Coach selection is for one season only. All coach candidates must reapply each season for selection.

If all applicants for a team are deemed unsuitable, EFCLRA is not obliged to appoint any coach. The position will remain vacant until a suitable candidate is found.

B. Coach Selection Committee

The Coach Selection Committee is responsible for making all final coach selections. This process will be done in conjunction with members of the Executive Board and may be done in conjunction with the Division Directors.

1. Committee Organization

The EFCLRA Coach Selection Committee consists of a minimum of (3) of the following members with at least one member of each category:

1. Coaching Director
2. Any member(s) of the Executive committee
3. One or more appointed member with coaching experience (may be a Board member)

If required, Division Directors may be asked to participate in coach selections for their Division only. Appointed members are chosen by the EFCLRA Executive and may or may not be part of the EFCLRA Executive or EFCLRA Board.

2. Conflict of Interest;

Committee members will not be allowed to vote in regards to the acceptance or rejection of their own coaching application.

Coaches are selected based on the following Selection Criteria. Some qualification

criteria are deemed mandatory and comprise the minimum qualifications for a coach at that level and Division. Others simply contribute to the overall rating of the coach candidate.

An applicant not meeting the minimum Training qualifications may be selected over one who meets or exceeds the stated qualifications. If an applicant not meeting the minimum Training qualifications is selected as a coach, he must commit to attend the required courses in order to get those qualifications during the season.

3. Selection Criteria

Coach Selection shall be based on the following criteria, with no specific weighting on any particular section:

(a) Training

Training qualification is based on the National Coaching Certification Program (NCCP) standard coach certifications.

All prospective head coaches in the EFCLRA program MUST have the minimum NCCP designation, or have committed to obtaining the minimum designation before December 15 in the ringette season. Coach candidates may present registration details in the appropriate training session in lieu of designation. See Ringette Alberta website for the current *Minimum Qualification Requirements* for each Division / level.

Preference will be given to coach candidates with higher levels of NCCP training.

Preference *may* be given to coach candidates with more recent training or upgrading of training, when comparing new vs old standards which are considered equivalent.

(b) Experience

Experience qualification is based on:

- years as head coach
- years as assistant coach
- the division and level of the teams coached
- the association or organization of the teams coached

Preference will be given to coach candidates that have demonstrated positive coaching experience and abilities for the EFCLRA teams they have coached.

(c) Background

Background qualification is based on:

- ringette playing experience
- relevant sporting background and level of the teams played on
- the association or organization of the teams played on

Preference will be given to coach candidates that can demonstrate playing Ringette at a higher division and level and more years of playing.

(d) Evaluations

Evaluation qualification is based on the results of the yearly EFCLRA Coach Evaluation Program. During each year the Coach Evaluation process produces a rating of each Coach in one of three categories:

1. Acceptable to continue coaching
2. Conditionally acceptable to continue coaching subject to the following: (more training, identified areas for improvement, probationary basis, assistant coach only, etc.)
3. Unacceptable for continued coaching

All things being equal, preference will be given to coach candidates that have positive EFCLRA coaching history and evaluations.

Coach evaluations in point 2 (above) will be assessed by the Coach Selection Committee and may result in the disqualification or lowering of preference for the coach candidate.

e) References

Coach candidates that do not have EFCLRA evaluations must provide references that can verify their background and experience. References should include:

- coaching philosophy and style
- adherence to fair play
- conduct with officials
- character evaluation

(f) Interviews

In some cases, the Coach Selection Committee may choose to conduct interviews with candidate coaches in order to establish a better sense of candidate qualifications and suitability in the following areas:

- coaching philosophy and style
- adherence to fair play
- conduct with officials
- character evaluation

The need for an interview process will be determined by the Coach Selection Committee typically if circumstances arise such as:

- Multiple coach candidates have applied, and the qualifications are too closely matched to make a straightforward decision.
- One of the coaching candidates is new to the EFCLRA organization. In such a case all prospective coaching candidates will be interviewed.

(g) Other Commitments

The Coach Selection Committee will evaluate the level of other commitments and MAY include that as a factor in the selection process.

C. Coach Selection Process

The coach selection process consists of four distinct steps.

1. Identifying Coach Candidates

Every coaching volunteer must submit a completed EFCLRA coach application form indicating the volunteer position they wish to hold. This includes specification of the:

- Role – head coach or assistant coach.
- Division
- Level

Application forms are available on the EFCLRA web site www.edmontonringette.com or from the Coaching Director. Applications must be submitted to the Coaching Director by the date specified on the application. It is up to the discretion of the Executive to accept applications after this date.

2. Security and Reference Checks

Security and reference checks are mandatory and shall be performed as follows:

1) New Coach: the Coach Selection Committee, by appropriate representative, shall ensure that all 3 references are checked for applicants who have not coached for EFCLRA before. All information supplied by references shall be recorded on the back of the EFCLRA coach application form.

2) Coach candidates that have not had an Edmonton Police Volunteer Security Check process MUST complete and submit all forms to the *Coaching Director*. Candidates who have not completed the forms, prior to the first scheduled game of the year will be replaced.

Failure to complete or pass the security or reference check will automatically result in disqualification of the coach candidate.

3. Selecting from the Candidate Pool

Coaches are selected from the available volunteer pool and assigned to a team **after** player evaluation and tiering has been completed. The selection process is:

1) Assign coach candidates to each team based on player affiliation. In the case where there is no player affiliation, then the Coach Selection Committee will assign to a team that is both short of coach candidates and for which they are qualified to coach.

Note that unaffiliated coach candidates may be considered for one of several different coaching positions, whereas affiliated coaches will typically only be considered for coaching a team with an affiliated player. This reflects the typical situation of few unaffiliated coach candidates and a strong desire by affiliated coaches to coach the affiliated player.

2) Determine which teams have no coach candidates assigned to them and recruit coach candidates to fill the position.

3) Select the coach from the set of candidates assigned to each team as head coach, based on the criteria defined in the *Coach Selection Criteria* section.

4) . Any unsuccessful coach applicants will be informed of why they were not selected.

4. Selection of Assistant Coaches

Typically head coaches will select their coaching staff; however, the Coach

Selection Committee reserves the right to recommend and/or refuse an individual's inclusion on team sheets based on previous coaching, evaluations, or transgressions related to Fair Play or behavior issues.

Only 1 Assistant Coach can be chosen and present during the Draft.

APPENDIX 4 – REFUND POLICY

If a player provides written notification of withdrawal 24 hours before their first scheduled evaluation skate, they will be issued a refund of their registration fee, less a \$50.00 admin fee.

If a player provides written notification of withdrawal* less than 24 hours before their first scheduled evaluation skate and before their final evaluation skate is completed, they will be issued a refund of their registration fees, less a \$150 admin fee.

If a player provides written notification of withdrawal after team selection decisions have been made by Edmonton Ringette and players have been notified in writing and before Oct 15th, they will be issued a 50% refund of their registration fees.

After October 15th, no refunds of registration fees will be issued.

*written notification must be sent by email to admin@edmontonringette.com