



**LETHBRIDGE
RINGETTE
ASSOCIATION**

Parent Information Handbook

This handbook has been produced as an information booklet and guideline for parents and cannot be taken as policy or procedures of LRA. Official policy and procedures of the LRA can be found on our website at <http://www.lra.sites.teamsnap.com> and are based on the rules/regulations and operational requirements of our League and Ringette Alberta (RAB). The Parent Information Handbook is a live document, subject to amendments, additions and deletions as necessary. Please visit the LRA website at <http://www.lra.sites.teamsnap.com> for the most current version.

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WELCOME TO LETHBRIDGE RINGETTE!

We're thrilled that you and your child have chosen to participate in this wonderful sport! This guide has been developed to provide you with what you need to know to get started in one of the fastest sports on ice. We hope this will answer any questions about ringette or the Lethbridge Ringette Association (LRA). If you still have questions, feel free to contact any board member. Email addresses are found on www.lethbridgeringette.ca under 'Board of Directors'.

HISTORY OF RINGETTE

Ringette is a winter team sport developed in 1963 by the late Mr. Sam Jacks. Originally designed to be a unique winter team sport for girls and an alternative to hockey, ringette has evolved into a fast paced, exciting sport that combines the speed of hockey with the strategy of basketball and lacrosse. Ringette is now considered an international sport. It has had a presence at the Canada Winter Games since 1991, and the Canadian Ringette Championships have been held every year since 1979.

Ringette was first introduced in Lethbridge in 1974. In September 2011, the U of L Ringette team was founded and has experienced much growth and success. The U of L Ringette team has strong ties to the Lethbridge Ringette Association (LRA) and is a great supporter of the association. Athletes from the team frequently volunteer on LRA teams and at LRA events to promote the development of both the sport and young local ringette athletes.

MESSAGE TO PARENTS

The LRA is committed to the growth and development of its players. The following document outlines what the LRA expects from parents and coaches throughout the Ringette season in order to optimize the experience for the players. If these expectations are not met, the individuals will be dealt with in accordance with the LRA Code of Conduct Policy.

Parent to Parent

It is important that you as parents are positive with each other. The parent to parent message is critical. Positive comments about the team, the coaches, your child and other's children create a positive environment for everyone. Remember every position is important in a team sport - no one position being more important than another. Working together will ensure success.

Parents in the Stands

Behavior in the stands defines the type of team you will be known as. The association and coaches expect all parents to cheer for their own team and not against another team. We expect positive comments towards both teams. Parents are also responsible for the behavior of spectators that have come to the game to support their team. It is essential that coaches, parents and players understand the importance of actively displaying respectful and ethical behavior towards officials. The LRA supports the concept of Zero Tolerance, and will exercise Zero Tolerance, where there is abusive behavior towards game officials.

Parents with Coaches

We expect parents to treat their coaches with respect.

Please give your coach(es) reasonable notice if you are NOT able to attend a practice or game. Coaches put in many hours developing practice and game plans; missing player(s) have a large impact on these and the coach(es) need ample time to make adjustments.

If you have a serious concern or question for the coach, email the coach, request a face-to-face meeting, and include your coach coordinator in the email.

Please never discuss issues in front of the players, before games, or after games. These are not appropriate times to have a meeting and will be less likely to result in a positive outcome. When you wait 24 hours before having the discussion with the coach, it allows you to determine if your child has the same perception as you do! The LRA is a proponent of the 24-hour rule.

If you do not feel comfortable discussing the issue with the coach, contact your manager.

Parents to Player

- Understand your child's strengths then compliment them on the things they do well.
- Try to limit what you tell them they need to do - that is the coach's responsibility.
- Ensure that your child comes to the games on time, well nourished, well rested, properly equipped and in good spirits.
- Encourage them to work hard and to listen to their coach, as you are getting them to the rink.
- Do not contradict the coach with instructions as this confuses the players.
- Be positive and understand that a big part of your child's enjoyment this season will be based on your comments and behavior.

Parents Conduct

Displaying any of the following behaviors may result in immediate suspension from attending any Ringette practices/games until a full investigation can be completed:

- The association will not tolerate loud, obscene, abusive or obnoxious behavior by team personnel, players, parents, or spectators.
- Any inappropriate conduct, threats, harassment or abuse directed towards officials will not be tolerated and may result in immediate consequences.
- Under no circumstances will parents, team personnel, spectators or players approach an official after a game off-ice.
- Parents, spectators and team personnel are not permitted in the official's room before or after a game.

LINES OF COMMUNICATION

The following outlines the acceptable order of communication regarding any grievances or concerns:

- Step 1: 24-hour rule; parent deals directly with coach/manager
- Step 2: Parent involves Director of Coaching
- Step 3: Board Grievance Committee
- Step 4: Ringette Alberta Zone Representative

Please refer to the LRA Policy and Procedure for a more detailed explanation.

AGES AND STAGES

Active Start:	ages 4-6
U-10:	ages 7-9
Levels	U-10 Step 1 beginner
	U-10 Step 2 intermediate
	U-10 Step 3 advanced
U12 A-B-C:	ages 10-11
U14 AA-A-B:	ages 12-13
U16 AA-A-B:	ages 14-15
U19 AA-A-B:	ages 16-17-18

Teams are sorted at the beginning of each season, as required by Ringette Alberta's Universal Athlete Assessment. Consideration is sometimes given to underage and overage players in order to find 'best-fit' for their skill level. For instance, a 10 year old beginner may be placed on a U10 team.

Please refer to the following link for information about Long Term Athlete Development: <http://canadiansportforlife.ca/ltad-stages>

WHAT DOES THE LEAGUE LOOK LIKE?

Active Start

- Active Start does not have scheduled league games but instead have fun games or exhibition-style games coordinated by each team / association during the season.
- Generally, registrants work on refining their skating skills and are being introduced to basic ringette skills such as stick holding and carrying the ring.
- Weekly half ice sessions are allocated to this age group. Each group will consist of approximately 10-12 skaters

U10 teams

- Lethbridge U10 teams play in Zone 1, which consists of Lethbridge and Medicine Hat.
- Outside competition is available by attending tournaments, which carry additional expense.
- In certain years U10 also plays against Zone 2 teams (see below).

U12 and over

U12 and over play in the Calgary League, which is comprised of Zone 1, Zone 2 (Airdrie, Cochrane, Indus, Strathmore, Rockyford) and Zone 3 (Calgary).

- Approximately half of games for the season will be played in Calgary; the remaining half are played in Zones 1 and 2
- In an effort to minimize travel, league games are generally scheduled in a 'double header' format. This tends to reduce overall travel by confining it to one day's period. Every effort is made by the league to allow sufficient time for teams to travel to a different arena and rejuvenate between games.

Post-Season

- All levels of U12 - U19 have post league Ringette Alberta Playdowns and an opportunity to play at Ringette Alberta Provincials.
- Western Canadian Championships - U14AA, U16A, U19A
- Canadian Ringette Championships - U16AA, U19AA, NRL - National Ringette League

WHAT DOES THE SEASON LOOK LIKE?

The ringette season begins in early September and runs to mid March. Some important dates throughout the season include:

- Early September - Player evaluations begin
- Mid September - Player evaluations must be completed and forwarded to Ringette Alberta
- October 15 - Deadline for player registration to Ringette Alberta
- October - The regular season begins in October and runs through to March.
- Third weekend in November - LRA hosts local Chinook tournament
- March/April -Zone playdowns, playoffs and Provincial playoffs

FEES

The LRA registration fees you paid at the start of the season cover LRA's operating costs (such as ice fees, jerseys, etc.)

You may be required to provide additional funds to your team to cover agreed upon costs such as tournaments, apparel, etc. "Cash call" or "seed money" usually ranges from \$100-200 per player. Often, fundraising efforts throughout the season can provide opportunity for teams to refund this money to parents.

TOURNAMENTS

Most teams enter tournaments each season although it is not mandatory.

- Tournaments typically begin early morning Friday, during school hours, and end on Sunday.
- Tournament schedules are determined by the hosting association.
- Tournament fees, accommodations, food, and travel expenses are an extra cost to the team/player.

At U10, LRA recommends the following tournament play per season. This rationale encourages the younger levels to play while keeping costs affordable. LRA encourages participation and does not want to deter families from the sport.

- Step 1 – 2: LRA Step 1 home tournament, one other tournament
- Step 2 & 3: LRA Chinook tournament, 1-2 away tournaments
- U12 - U19: LRA Chinook tournament, in addition to 2 or 3 other tournaments, 4 maximum per season.

Chinook Tournament



**LETHBRIDGE
RINGETTE
ASSOCIATION**

presents our annual

**Chinook Ringette Tournament
NOVEMBER**



SAFETY CONSIDERATIONS

Ringette is a very fast and physically demanding sport. Even with the best training and preparation, accidents and injuries can occur. Thankfully, many of the injuries are minor and do not require a player to miss a shift or game. However, there is the rare occasion when injuries can be more severe.

LRA has taken steps to provide a player concussion assessment tool to bench staff, as well as a policy for safe return to play.

- Each coaching group will have at least one healthcare delegate on the bench at all times when possible.
- Each team has a comprehensive First Aid Kit as part of their equipment package.
- Coaching groups will be instructed regarding concussion assessment and return to play at the beginning of each season.
- There is a comprehensive document on the LRA website regarding concussion and graded return to activities; please utilize as needed in conjunction with your health care practitioner's guidance.

Medical/Insurance Forms

A message from Ringette Alberta regarding injuries during ringette:

“When athletes are injured in Ringette activities and travel to medical care (ie. hospital) occurs, either by ambulance or on their own, it is ESSENTIAL that they bring a copy of our insurance form with them.”

The above mentioned Ringette Alberta medical form has a section for the treating physician to fill out when a player is required to seek medical attention due to an on-ice injury.

Procedure:

- Obtain and take accident claim form with you (to hospital, etc).
- Forms are located in the First Aid kits and/or with our equipment manager or at
<http://www.ringettealberta.com/wp-content/uploads/2013/07/BFL-Accident-Claim-Form-Generic.pdf>
- It is critical that the treating physician complete these forms as it may be difficult to return and obtain this information at later time.
- Subsequent treatment needs be documented by the player's physician.
- LRA's safe return to play form must be completed by the treating physician before the player will be allowed back on the ice (see website).
- All forms must be completed and forwarded to our President or Registrar for signage. LRA will then forward the claim onto the insurance provider.

While the aforementioned insurance is primarily utilized by those without their own independent medical coverage, it is still important for **all individuals** travelling to the hospital/doctor to complete this form. For those who end up utilizing their own private insurance, submission of this form may not be necessary. However, completion of this form ensures that the required information and physician's statement is available for those who end up needing it. Those who fail to complete the form (which includes the attending physician's statement) could make the claims process more difficult for them.

Additional Considerations

- Siblings should not play in the dressing rooms. The dressing rooms are usually a busy and crowded place. Sticks and skates make it an unsafe place for kids to play.
- Roller guards should be used with caution. Helmets are mandatory on the ice for a reason; the same logic applies to wearing roller guards off the

ice.

TEAM APPAREL

To ensure standardization of LRA apparel across the association all teams and players are required to order their apparel as outlined below.

Tracksuits:

All tracksuits must be purchased through Player's Bench; this is our preferred vendor due to their continued support of LRA. The ordering deadline is typically the end of September.

Players Bench Team Apparel

612 13th Street North
Lethbridge, AB T1H 2S8
403-327-7777

Other teamwear:

Other teamwear can be sourced and purchased through any vendor as long as the following criteria are met:

Minimum apparel criteria:

- All clothing must include the LRA logo.
- This logo can be placed anywhere on the garment and can be any size.
- Teams are to only buy items in LRA colors – royal blue, yellow and white.
- Tracksuits MUST be purchased from Player's Bench (no exceptions)

Individuals and teams can also purchase their apparel from the URstore (<https://urstore.ca/lethbridge-ringette-association>). This is a great resource as they have a large selection of items with LRA logo's plus items can be purchased as individual items or in large quantities. Please make sure when ordering you meet the above criteria set out.

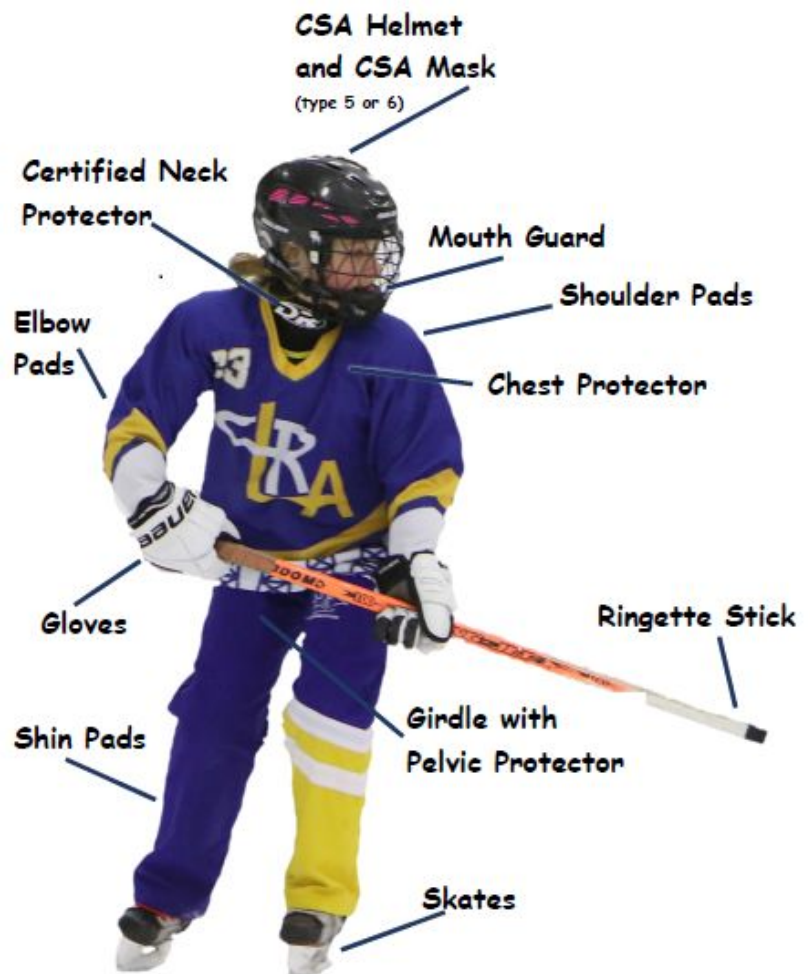
Exception: coaches can order jackets for use on the bench in black.

Should you have any questions or need further clarification please contact Shawn at vp@lethbridgeringette.ca

EQUIPMENT

Equipment required for Ringette is similar to hockey including:

- CSA approved helmet with a Ringette specific facemask (triangle shape openings not rectangular guard)
- BNQ certified neck protector.
- Female players wear a padded girdle is worn under the long game pants (shell) instead of the traditional hockey pants and jock strap.
- The Ringette stick needs to be a regulation stick with a plastic tip and is at maximum length to the armpit with skates on. However, there is distinct advantage to a shorter stick; many pro players have sticks that reach the base of the sternum or even their waist.



Please

note: At no time during the pre-season or regular season is a participant allowed to be on the ice without full equipment.

- In addition, the top of the stick (cut off end) must be taped (similar to a hockey stick) for safety and to allow easier pickup off the ice surface should it fall. Lastly, there must not be any tape or grip support on the bottom third of the stick. This is a violation of ringette rules.
- If players do not have their own, goaltending equipment is provided by the association in most cases.

Please check with your coach if you have any questions regarding equipment.

Good used equipment is available at used equipment stores and equipment exchanges. The best time to buy equipment is in August with the best selection available pre-season. The following is a list of a few companies that offer goods and services. Equipment can be bought, and in some instances, sold, or traded at the following places:

- Lethbridge Ringette Association Buy and Sell
<https://www.facebook.com/groups/324218371017238/>
- Players Bench
- Bert and Mac's Source for Sports
- The Ringette Store (108A 3604 52nd Avenue N.W. , Calgary)

VOLUNTEERS

We maintain a strong relationship with our parents and the community which leads to a 'family like' atmosphere of cooperation and support. There are plenty of opportunities for you to get involved in ringette. If you feel you can contribute and volunteer in any way please let your team or the association know.

Team positions

Team Manager -

- This individual should be highly organized and comfortable with delegating various tasks to team parents during the season. The manager needs to ensure the assigned tasks are completed and done in a timely fashion.
- In addition, the Manager acts as the 'glue' for the team during the season throughout the season (eg, team meals/activities need to be planned and coordinated during double headers). Elements of this task can be delegated to the Social Coordinator, however, the manager needs to ensure they are completed in a timely manner.
- It is important that this individual be both approachable and accessible as they act as the 'point man' for team information during the season.
- TeamSnap also allows your manager the ability to send text alerts to teams in short notice situations (when email may not reach everyone in a timely manner). Example: games cancelled due to in-climate weather.
- If you are considering being a manager, please obtain a Manager Guide from the LRA website.

Social Coordinator -

- This individual needs to be outgoing and be comfortable planning team activities and functions, such as team meals and other team-building events. This is an optional position as it may be performed in conjunction with another position.

Tournament Rep -

- This individual represents the team at LRA's tournament meetings and acts as 'point man' for associated tasks/responsibilities assigned to the team. This is an optional position as it may be performed in conjunction with another position. It is also only a necessary position until late November, after the local Chinook tournament.

Treasurer -

- This individual both tracks and is accountable for all team funds. The treasurer must be comfortable performing bank reconciliations and other various reports.
- All bank accounts must be through Scotiabank.

Fundraising Coordinator -

- If the team decides to fundraise, this position will be necessary. The individual will work with parents/team to coordinate and run fundraisers. This person will work closely with the Manager and Treasurer.

Game Positions

It takes many volunteers per game to support the players. Often the Manager will utilize TeamSnap to assign these volunteer duties in advance.

- Time/Scorekeeping -1 parent volunteer is required for all games
- Penalty Box -1 parent volunteer is required for all games
- Shot Clock Operator -1 parent volunteer is required for home games only (U12 and above)
- Snack Coordinators or required for out-of-town games (double headers and tournaments)

LRA Chinook tournament

The Chinook tournament is our association's main fundraiser that helps keep your registration costs down. Parent volunteer involvement is required and necessary to help make it a successful event. Teams are required to fill multiple volunteer shifts during our home tournament in November.

Fundraising

All parents are required to work bingos through the season as detailed on the LRA website. Every third year we also work a casino. The LRA is fortunate to have a Fundraising Coordinator on the Executive who coordinates bingo staffing.

Additional considerations

Coaching and Refereeing require certification; please contact the Directors of these divisions (via our main website) for further information.

Lastly, additional information about the Team Manager role can be located in our Team Manager's Package found on our main website under Forms and Documents. Managers should take an on-line course; this information is available in the Manager's package.

There are annual deposit fees for uniforms and bingo cheques that are due with registration.

TEAMSNAPE

TeamSnap is LRA's primary method of communication and correspondence.

- It is critical that your information provided at registration is accurate and complete. Your contact information will be used by your team for communications during the season.
- Once you receive your TeamSnap invitation and accept it, all team information such as scheduling, attendance, and snack/volunteer assignment will be available to you.
- For your convenience, the TeamSnap calendar (which lists all your teams' games and practices) can be synced with any device and all team activities automatically added to your personal calendar.

RULES AND REGULATIONS (at a glance)

The emphasis of the game is on play-making and skating skills.

- Players cannot carry the ring across the blue lines on the ice.
- Only three players from each team, plus the defending goalie, are allowed in the end zones at the same time, which keeps the play open, puts a premium on sharp offensive moves, and requires defending players to skate close to their opponents. These features of the game demand the development of fantastic skating skills that give Ringette players exceptional speed and agility.
- In 2000, a 30-second shot clock was introduced (U12 and up) to make the game even faster. The shot clock starts when a team gains possession of the ring, and if they have not taken a shot on the net within 30 seconds, a buzzer sounds and the ring is then awarded to the opposing team.

For a comprehensive description of the rules, please refer to the following links:

For the **basic rules** of ringette:

<http://nationalringetteschool.com/ringette/rules>

<http://www.ringette.ca/our-sport/basics-of-ringette/>

For shot clock operation (U12 and up)

<http://www.ringettecalgary.ca/docs/ShotClockInfo.pdf>

References

Sherwood Park Ringette Association www.sherwoodparkringette.ca

Black Gold League [www.http://blackgoldleague.ramp190.com/default.aspx?p=home](http://blackgoldleague.ramp190.com/default.aspx?p=home)

Ringette Alberta www.ringettealberta.com

Ringette Canada www.ringette.ca