



PARENT HANDBOOK

***RICHMOND RINGETTE
ASSOCIATION***

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1 Introduction

Welcome parents, guardians, and families!

We are so glad you've chosen to be part of the Richmond Ringette community. Whether this is your first season with us or you've been part of our association for years, we want to extend a heartfelt welcome. Ringette is more than just a sport, it's a chance for players to build friendships, develop teamwork, and grow both on and off the ice.

This handbook is designed to make your season easier by providing key information about schedules, expectations, and resources. Because ringette is a true team effort, clear and open communication will be important throughout the year. Please don't hesitate to reach out with any questions, big or small, we're here to support both players and families every step of the way.

We're excited for the season ahead and look forward to creating great memories together. Thank you for being part of our Richmond Ringette family, and here's to a fun, successful, and rewarding season for all!

2025 Richmond Ringette Association Executive

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2 General Information

The Richmond Ringette Association (RRA) is a BC registered non-profit society dedicated to the development of its players. This document outlines the expectations RRA has for parents and coaches throughout the ringette season in order to enhance the player experience. Individuals who do not meet these expectations will be subject to the Code of Conduct Policy. More information can be found at <https://www.richmondringette.com/>.

2.1 Expectations

At the start of the season, the coaching staff would like to clearly communicate certain expectations. Establishing guidelines early helps foster team growth, camaraderie, and respect within the ringette community. The program requires active participation similar to other organized sports such as hockey, softball, or soccer; therefore, attendance at practices, games, and tournaments is expected.

If participating in a team sport does not align with your expectations, it may be helpful to discuss this with your player, family, and coach to determine if continuing with ringette is appropriate. Consistent participation by both parents and players supports team development. Absences can limit opportunities for players to learn about game structure, rules, and collaboration with teammates, which may affect overall team performance. Prioritizing activities that frequently conflict with the schedule can impact individual and team progress. Whenever possible, please attend practices, games, and tournaments. Arriving on time for practices and games is important, as pre-game discussions and planning are required to prepare strategies and assign lines. Late arrivals disrupt these preparations and may affect assigned positions and equipment. For instance, previous situations have occurred where late arrivals resulted in missing essential team roles, such as goaltender, and impacted team readiness.

Attendance at both home and away games is encouraged. Traveling to participate at other rinks is part of being a team member and provides opportunities to support teammates. Please ensure your commitment to participate in all scheduled games.

2.2 Parent to Parent

Parents should remain positive with each other and speak well of the team, coaches, their own child, and other players. Every team position matters equally.

2.3 Parents in the Stands

Parental conduct in the stands shapes the team's reputation. Cheer for your team, not against others, and be responsible for your guests' behavior. All must treat officials respectfully; abusive behavior leads to immediate suspension per RRA's Zero Tolerance policy. The following are strictly prohibited:

- Obscene, abusive, or disruptive conduct by anyone involved with the team
- Threats or harassment toward officials
- Approaching officials off-ice after a game
- Entering the officials' room before or after games

2.4 Parents with Coaches

Treat coaches with respect as volunteers. Direct serious concerns by emailing the coach and copying the Director of Coaching, avoiding discussion in front of players. Wait 24 hours before addressing issues to gain perspective. If uncomfortable, contact the Director of Coaching.

2.5 Parents to Player

Acknowledge your child's strengths and leave coaching to the coaches. Prepare children for games physically and emotionally, encourage effort, and reinforce listening to the coach. Your attitude greatly impacts your child's experience.

Communication Flowchart

All communication should follow this order:

Player → Parent → Coach → RRA Executive → LMRL → RBC.

3 Ringette Philosophy and Game Play

Ringette is a non-contact ice sport for all ages that becomes faster and more competitive in higher divisions. Players develop strong skating and ring handling skills, while goalies face diverse challenges from various shots. Teams can have up to 18 players. Age divisions are:

- **Fun1 & 2:** 9 and Under
- **U10:** 10 and Under
- **U12:** 11 and Under
- **U14:** 13 and Under
- **U16:** 15 and Under
- **U19:** 18 and Under
- **Open:** 18+
- **Masters:** 30 and Over

3.1 League Play

The Richmond Ringette Association (RRA) participates in the Lower Mainland League (LMRL) for teams from U10 to U19. Fun 1 and 2 groups play exhibition matches. RRA follows both its bylaws and LMRL policies. The LMRL comprises ten associations: Burnaby New Westminster, Chilliwack, Coquitlam Moody, Delta, Fraser Valley, Northwest Vancouver, Port Coquitlam Ridge Meadows, Richmond, Surrey, and Vancouver.

Ringette Season

In the Lower Mainland, the season begins with evaluations in September, followed by regular games from October to March. Full equipment is required on the ice at all times. Playoff games are held in March and April.

3.2 Ice Times

Practice and game scheduling is determined by the Ice Scheduler based on available ice slots, aiming for equitable distribution among teams. Practices occur after school or on weekends (starting as early as 7:00 am), while games are scheduled during evenings or weekends. Teams typically have one practice and one game each week. Additional activities such as tournaments or clinics are considered part of practice allocation.

3.3 Tournaments

Participation in tournaments varies by team and is not mandatory. RRA sets a recommended maximum number of tournaments per season, considering costs and participation levels, particularly for younger players. Tournaments usually take place from Friday to Sunday, and costs associated with fees, travel, and accommodations are additional.

3.4 Team First Aid and Safety

Ringette is a fast-paced sport that can involve physical contact. Despite thorough training and preparation, injuries may occur. Most injuries are minor and do not prevent players from participating, though occasionally more significant injuries arise.

It is mandatory that the Team Manager or Coach keep a First Aid kit on-hand. The Association does not collect medical information about players. During registration, parents or guardians agree to inform team staff of any relevant medical conditions. No personal health numbers or specific details are requested to avoid unnecessary data collection. In the event of an injury, parents should be present or will be contacted, and they are responsible for providing medical information to emergency

professionals. The association does not maintain updated medical records for players.

3.5 Jewelry

Ringette has a zero-tolerance rule for wearing jewelry (Yes, even those brand-new pierced ears may cause a problem!). Jewelry, especially earrings, bracelets, and necklaces, can cause harm during sports activities can pose risks of injury to both the wearer and other. For example, a player could be injured if their earring gets caught on another player's clothing or equipment. Referees will not allow players to participate if they are wearing it and teams have been assessed a penalty for players wearing jewelry.

3.6 Volunteering

For many years, we have developed a strong relationship with our parents and the community that leads to a 'family like' atmosphere of cooperation and support. There are plenty of opportunities for you to get involved with your child's team or volunteer for our special events.

4 Team Management

After evaluations, parent involvement is essential for successful teams. Sharing responsibilities ensures smooth operations, and each team needs a Head Coach, Assistant Coaches, On-Ice Assistants, and possibly a Junior Coach.

Every team must have a Coach and at least one Assistant Coach. At least one certified female coach is required on the bench, and Head and Assistant Coaches need certification as per Ringette BC guidelines. RRA reimburses training costs—contact the Coaching Director if interested.

4.1 Coaches

- Coaches organize practices
- Lead games
- Provide guidance.

Prospective coaches should apply via our website. Since every team varies, coaches should design suitable programs for their group.

4.2 Team Manager

- Liaise between parents and coaches.
- Provide parents with necessary information.
- Organize team activities so coaches can focus on teaching.
- Help coaches arrange off-ice activities.
- Manage distribution and collection of RRA equipment and jerseys.
- Label game sheets with correct team details.
- Collect and distribute game sheets after matches.

4.3 Tournament Coordinators

- Gather input from coaches and parents on how many tournaments to attend, including out-of-town events they can commit to.
- Research available tournaments.
- Complete and submit tournament applications and payments.
- Arrange team rates and book hotel blocks for out-of-town tournaments.
- Share tournament and hotel booking details with coaches and parents.

4.4 Fundraising Coordinator

- Obtain input from team on preferred fundraising activities for the year.
- Review and discuss team budget with staff and parents; set fundraising goals.
- Head Coach and Team Manager should define and agree on responsibilities at season start.
- Maintain open communication between Head Coach, Team Manager, and parents throughout the season.
- Team Manager duties may vary based on individual abilities, interests, availability, and team needs.

4.5 Important Requirements: Administrative, Legal & Accreditation

All Team Officials working with children must meet administrative, legal, and accreditation requirements. The Head Coach is responsible for confirming that Coaches, Trainers, and Managers have the required certification for their team's level of play. Bench staff must obtain all necessary certifications by November 30 of the Ringette season. For questions about qualifications, contact the Coach and Player Development Executive.

- ❖ It is a requirement for all Coaches & other on-ice staff to properly wear CSA approved helmets at all times while on the ice. All volunteers must wear helmets on the ice.

4.6 Criminal Record Check (CRC)

All Team Officials (e.g. Coaches, Managers) must complete a criminal records check by November 30 of the current season; criminal record checks are valid for two years.

To get a CRC:

- Bring the Richmond Ringette Association volunteer letter.
- Bring two pieces of ID showing your photo, birth date, and address (such as a driver's license).
- Visit the local RCMP at 11411 No 5 Rd, Richmond, BC V7A 4E8.
- ❖ Or, apply online using the instructions on the RRA website: <https://www.richmondringette.com/content/criminal-record-check>

4.7 Code of Conduct Contracts

All players, parents, and team officials are required to read and sign Code of Conduct Contracts, which outline expectations for conduct during practices, games, events, and team functions. These contracts address topics such as harassment, alcohol, and drug use. The Richmond Ringette Association requires participants to adhere to these guidelines at all times. Team Managers are responsible for ensuring that the code of conduct is observed by themselves, as well as by players, parents, and other team officials.

Richmond Ringette maintains digital records of Code of Conduct acceptance through online registration at the beginning of each season.

For further details, refer to:

- Refer to Appendix – Codes of Conduct Link

4.8 Photo Day

Picture day is normally in late October or early November with pictures distributed before Christmas. Richmond Ringette Association organizes an annual picture day for all the teams. All players receive a Team Photo at no cost. Various additional packages are made available for purchase. Have parents fill out the picture request forms in advance as there will be limited time to organize this at the event. Picture day is often chaotic given the number of players and teams within the Association. It is suggested that players arrive 30 minutes prior to their pictures and get dressed in their full gear (with stick and skates; without helmet). Please have the team (and completed forms) lined up in order of jersey number. Team Managers will be contacted at a later date to pick up the photos for your team and to distribute them.

4.9 Richmond Ringette Association Fundraising

Each year, the Richmond Ringette Association hosts one major fundraiser at the Westcoast Classic (WCC), the largest tournament in the Lower Mainland Ringette League. The WCC is essential to funding our programs and creating outstanding experiences for players in Richmond.

Your participation is vital. By volunteering time at the WCC, you help support both our athletes and the broader ringette community. Team Managers will coordinate volunteer roles and schedules, so please ensure you take part.

As an added benefit, Richmond teams receive a discounted tournament entry fee. In return, each team must contribute a prize table gift, with costs shared among players. This typically amounts to \$10–\$20 per player, depending on team size, and will be included in your Team Fee.

4.10 Team Fundraising

If a team plans to fundraise with the funds solely going to their own team, the Richmond Ringette Association needs to be notified. Team fundraising is different from volunteering at the WCC. Fundraising is not mandatory, but it does affect the quality of the season your player experiences. It affects the number of tournaments that teams enter, extra-curricular activities and support during tournaments. We ask that parents try their best to be a part of fundraising. The more that a team raises, the better it is for the children. The more tournaments they can enter, the better their lunches might be if they're having a team lunch, having some extra cash available for the team to conduct their season makes for a better season.

4.11 Off Ice Team Activities

Some teams will want to do it all, tournaments, parties, while others are more low-key. It's important to take the pulse of the group at the start of the season to see what the consensus is.

- Activities to help with team building, relationships and fun outside of Ringette throughout the season:
- Bowling
- Dryland Training
- Team Parties: Diwali, Halloween, Christmas, Chinese New Year, and End of Year etc.
- Loot Bags
- Team Pot Lucks

4.12 Conflict Management

4.13 Working with Team Parents

The primary role of a Coach is that of a problem solver. The key to having a fun year with a team is to avoid creating unnecessary problems and to solve any problems that arise quickly. Developing a working relationship between the Coach and team parents is vitally important to the success of your team.

At some point during the year the Coach may wish to change how a player performs a skill or to discuss their attitude towards some aspect of the game. Coaches will talk to the parents and explain why these changes are necessary. If the player complains

about the change to the parent, the parent can then support the Coach in the effort to make improvements.

The Coach/Manager will encourage strong communication to prevent misunderstandings from developing. It is preferable that any issues that arise in a team can be dealt with through direct and open communication as early as possible.

Players and parents are encouraged to deal directly with the Head Coach or Manager first, if there is a problem to be addressed. If they cannot resolve the conflict at the team level, they can contact the Director of Coaching of the Association President following the complaint procedure. Refer to Appendix – Complaint Procedures.

Problems need to be dealt with promptly and without bias to ensure the players have a positive season!

- Never bring complaints to the coaching staff before a game.
- Never bring your complaints or negative comments into the dressing room.
- Always treat the Coaches & officials with respect

4.14 Fair Play and Fair Ice Policy

Fair Ice is defined as equitable ice-time distributed for each game to the best ability of the Coach, while acknowledging the inherent unpredictability associated with play stoppages. This policy pertains to age divisions U10 through U19. Parameters around the use of coach discretion are outlined below and may be applied during league games, competitive play, tournaments, or provincial events. Coaches are expected to exercise sound judgment that prioritizes meaningful competition, valuable game experiences, and player safety.

4.15 Meaningful Competition

The Community (Club) system is designed to promote balanced competition across all age groups, supporting overall development, fostering healthy competition, and advancing team success.

4.16 Game Experience

Providing increased playing time enables athletes to engage in a range of game scenarios, facilitating a comprehensive understanding and growth within the sport. Consistent participation by players supports team development. Absences can limit opportunities for players to learn about game structure, rules, and collaboration with teammates, which may affect overall game performance.

4.17 Safety

In situations where a player's well-being may be at risk due to known or potential injuries it is appropriate to limit or restrict their ice time for safety considerations. When possible, coaches should communicate in advance if playing time will not be equal for one or more athletes, specifying the reasons in accordance with established discretionary guidelines.

Philosophy

Long Term Athletic Development (LTAD) is an evidence-based framework that recognizes the physical, mental, emotional, and cognitive growth of children and adolescents as it relates to sports participation.

Primary objectives of the LTAD program include:

- Emphasizing skill development and enjoyment at younger ages, with structured competitiveness introduced in later stages.
- Tailoring skill development based on size and proficiency rather than strictly by age.

4.18 What is the Skills Matrix?

The skills matrix serves as an evaluative tool for systematically assessing and documenting individual player abilities, utilizing a standardized rating scale from 1 to 4 for specific skill sets. The following terms used in the Skills Matrix explain the stages of skill development that a Ringette player will progress through when learning technical skills.

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Initiation	First contact with the skill Training Emphasis: Basic stances / positions. Getting the idea of what the movements are about and look like.
Acquisition	The athlete can coordinate and execute key components in the correct order. Timing of the skill lacks synchronism, rhythm, and flow. The athlete needs to think about what they are doing during the execution of the skill. Training Emphasis: Global Execution and general form of movement.
Consolidation	Performance is inconsistent but movement is starting to show coordination. Skill is performed with rhythm under stable conditions. Some elements of performance are maintained (when the athlete is under pressure, conditions change or demands increase). Training Emphasis: Maintaining the form and movements and some performance consistency under a variety of conditions under stress.
Refinement	Performance is very consistent and precision is high in demanding conditions. Movements are automated with only minor fine-tuning necessary. Critical reflection and correction is possible by the athlete. Training Emphasis: Creating conditions that stress the specific elements that need adjustments.

In the event an Association is going to form two or more teams in a division, the players must first be divided by age to determine if there are enough players registered to meet the Viable Team Guidelines, as set out by Ringette BC. If there are an insufficient number of players in one age group, the player evaluations must be used to form a combined team based on a ranking formula.

4.19 Shot Clock

The purpose of the shot clock in Ringette is to keep the game moving and prevent teams from stalling by holding onto the ring for too long without attempting a shot. Specifically, the offensive team has 30 seconds to shoot the ring on the opposing team's net once they gain possession. If they fail to do so before the clock expires, they lose possession of the ring.

Refer to Appendix 30 Second Shot Clock Rules

4.20 Post-Game Nutrition

Some teams like to arrange for post-game nutrition. This can be coordinated by the Team Manager and be assigned to a different family for each game. This procedure is not mandatory – it is up to the Team Manager as well as the parents, as to whether they feel that a post-game nutrition snack is necessary. If your team decides to go ahead with the post-game snack, please remember, nutritionally, it is recommended that the players eat and drink a combination of carbohydrates and protein within a half hour of coming off the ice.

4.21 Tournament Fees

The Richmond Ringette Association cannot cover the cost of additional tournaments that are outside of regular season play. However the Association provides one grant per season to teams playing tournaments outside of the lower mainland (e.g. Kelowna Sweetheart Tournament).

Team Managers are asked to inform their team parents, at the start of the season, the number of tournaments/events that the Coach(es) have planned to attend. At this time, the Team Manager may request an additional lump sum of money, or Team Fee, from each player's family to help cover the cost of entry to all tournaments/events. By requesting this lump sum at the beginning of the season, the Team Manager will alleviate the need to ask for additional funds throughout the remainder of the season. The amount of this lump sum will depend on which tournaments/events are planned for the year but may be in the range of \$100-\$150/player.

Note: Although all the children enjoy the opportunities of travelling to various tournaments throughout the season, please keep in mind the additional costs of travel, hotel and food that each family will likely be additional to the Team \$100-\$150 fees.

4.22 Planning for Tournaments

4.23 Official Game Report

Official Game Reports are typically picked up by the Team Manager at the tournament registration desk. It may be beneficial for Team Managers to bring extra printed team roster labels to add to each copy of the Official Game Report to save time. Official Game Reports will need to be filled out the same as for regular season play, as previously described. A copy of the Official Game Report may be picked up, after the game, at the registration desk. Tournament scores are not to be entered by tournament staff.

4.24 Change Rooms

Please follow guidelines as previously listed. The registration desk will often require a set of car keys be handed over, in exchange for the change room key. Car keys will be returned once the change room key is handed in.

4.25 Tournament Arrival

Please be advised that all players, Coach(es), Team Manager and Trainer must arrive early to all tournament games a minimum of 45 minutes. It is not uncommon during tournament play that schedules become disrupted and/or game times move forward/back. By arriving a minimum of 45 minutes before scheduled ice time, any change of scheduling will be dealt with efficiently.

4.26 Hotel Accommodations

If the tournament(s) that have been chosen are out of town, parents normally accompany their children. When inquiring about hotel reservations for the team, most often there are two scenarios:

1. Call the hotels near the tournament arena and request a block of rooms for your specific team. A few useful tips when booking:
 - Request that all rooms to be on one floor
 - Request that all rooms have two (2) queen beds
 - Request that the rooms be non-smoking
 - Search for a hotel with a pool, if possible
 - Enquire as to whether the hotel has a hospitality room/ common area for the team and parents to socialize
 - Enquire whether there is a free continental breakfast included in the price
 - The process of calling around to different hotels can be time-consuming if hotels have already begun to fill up for the tournament.
2. Some tournaments have a "stay-to-play" policy, requiring out-of-town teams to book accommodations through the tournament's designated hotels. This policy helps secure discounted rates for participating teams and ensure teams stay in convenient locations near the rinks.
 - ❖ Tournaments partner with specific hotels and offer room blocks for teams. Teams usually book through a dedicated link on the tournament website.

4.27 Restaurants/Dining

Where team dining is considered, the Team Manager may choose to discuss with their team's parents that there are a number of options from which to choose:

- Each family is left to themselves to eat at their own preferred restaurant
- Organize a team pot luck to take place at the hotel's hospitality room or common area, with permission from the hotel front desk.
- Locate a kid-friendly restaurant near the hotel to reserve a number of seats for a meal.
- ❖ Be sure to ask if there are only selected menu items available for large group reservations.
- ❖ Book as early as possible to have the best choice of restaurants in the area.

5 Risk Management for Managers

5.1 Accident & Injury Report Form

As per BCRA's insurance policy all accidents and injuries on the ice must be reported within 30 days of occurrence using the Accident and Injury Report form on Ringette BC's website. Also, inform the Director of Coaching by sending an email to coaching@richmondringette.com as soon as possible after the incident. Once an accident occurs, the practice or game must stop until the injured player is safely escorted off the ice.

Refer to Appendix - Sample Sports Injury Form

5.2 Returning to the Ice after an Injury

Upon return from an injury the player cannot participate in any Ringette activity without a note giving them permission to return to Ringette from their doctor. This note must be given to the Manager to file with the Accident & Injury Report Form.

6 Wrapping Up the Season

As the season winds down, there are a few final tasks to perform:

6.1 Returning Uniforms at the end of Season

At the end of the season the Team Manager will set up a time with the Richmond Ringette Association Equipment Manager to return all jerseys, pants and other equipment used that season. All equipment must be signed back in and accounted for. Each jersey will need to be washed and placed in numerical order on wire hangers. All rings, first aid kits, and association goalie equipment will be returned at the same time.

6.2 Year End Team Party

Teams usually schedule an end of season party. The details are up to the team. The Team Manager can take a poll of the players and see what activity they would like to do or you can review with the Coaches & parents. This is a good task to delegate to a parent or two. At the younger ages, most teams give small gifts to the players to celebrate the year. Coaches and officials are also given gifts, usually in the form of gift cards, but do try to get info on what they like first.

Player Gift Ideas:

- ❖ Medal
- ❖ Trophy

Coach Gift Ideas

- ❖ Travel mug with team photo
- ❖ Plaque with team picture

Add Some Fun with Player Certificates: at year end parties, many teams present players with a participation certificate. It is nice for the coach to include a positive comment for each player. Generic templates can be found on the internet.

Congratulations, you've made it!

Thanks for taking the time to read through our handbook.

We appreciate your commitment!

7 APPENDICIES

Codes of Conduct
Complaint Procedures
Official Game Reports
30 Second Shot Clock Rules
Sample Injury Form
How Ringette is Played
Required Ringette Equipment

7.1 Appendix Codes Conduct

The following Codes of Conduct are available on the Ringette BC website:

- Coaches Code of Conduct
- Officials Code of Conduct
- Athlete Code of Conduct U14 and up
- Athlete Code of Conduct U12 and down
- Board Members Code of Conduct
- Volunteer Code of Conduct
- Parent Code of Conduct
- Spectator Code of Conduct

<https://ringettebc.ca/the-office/codes-of-conduct/>

7.2 Appendix Complaint Procedures

The Ringette BC complaint process involves several steps to address concerns and ensure a safe and respectful environment. Minor complaints should be reported within 21 days of the incident. Complaints should be submitted with as much detail as possible, including the context, involved parties, and supporting documentation. Ringette BC uses an online platform called ALIAS for submitting complaints. For serious issues or if resolution is not achieved at the local level, the complaint can be escalated to Ringette BC for investigation and potential disciplinary action.

Here's a more detailed breakdown:

1. Initial Reporting and Documentation:

- **Minor Complaints:**

For minor issues, contacting the relevant Association or League is recommended. The Association President can usually direct you to the appropriate person to discuss the issue.

- **Formal Complaints:**

For more serious concerns or when local resolution is not achieved, a formal complaint can be submitted through the ALIAS platform.

- **Information Gathering:**

When submitting a complaint, provide detailed information, including:

- Context of the incident.
- Names of individuals involved, their roles, and their associations.
- Location and date of the incident.
- Description of the misconduct or inappropriate behavior.
- Supporting documentation (if available).

- **Timelines:**

Complaints should be submitted as soon as possible, and generally within 21 days of the incident.

7.3 Official Game Reports

<https://cloud.rampinteractive.com/torl/files/Memo%20Board/How-to-fill-out-an-Official-Game-Sheet-2018.pdf>

7.4 Appendix 30 Second Shot Clock Rules

Description:

The purpose of the shot clock is to increase the spectator appeal of Ringette by reducing the amount of "ring- ragging". The 30 second shot clock forces the team in possession of the ring (normally the attacking team) to make a conclusive play quickly and to attempt to score. This will give the team not in possession of the ring (normally the defending team) more opportunities to gain control of the ring.

Minor Official: The Shot Clock Operator is responsible to start, stop and reset the shot clock in accordance with the rules below or as directed by an on-ice official. The Shot Clock Operator is a minor official, in addition to the timekeeper and scorekeeper.

Display Units

Two identical display units are required. The displayed numbers must be of sufficient size, and brightness or contrast, that the on-ice participants and spectators can easily see them.

In each end zone, one display unit shall be mounted behind and above the end boards. The position of the display units relative to the goal must be identical in each end zone. The preferred location of the display units is approximately 4 to 6 feet off center to the net on the opposite side to where the net official is normally positioned.

Definitions:

1. Shot on Goal. A Shot on Goal is taken when the team in possession of the ring legally propels the ring toward the other team's goal and:
 - a. The ring enters the net.
 - b. The ring contacts a goal post or the cross bar.
 - c. The ring contacts the goalkeeper or AGK within the goal crease.
 - d. The ring contacts the goalkeeper outside the goal crease and that contact prevents the ring from entering the net.
2. Batting the Ring. The ring is batted when a player intentionally moves the hand or arm to make contact with the ring, and makes such contact while the hand or arm is in motion.
3. Control. Control of the ring is gained when:
 - a. a player places the stick into the ring, propels the ring with the stick, or bats or kicks the ring.
 - b. a goalkeeper, within the goal crease, prevents the ring from entering the net.
 - c. the ring comes to rest inside or contacting the goal crease.
2. Kicking the Ring. The ring is kicked when a player intentionally moves the foot or leg to make contact with the ring, and makes such contact while the foot or leg is in motion.

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Playing Rules:

Shot Clock

- a The shot clock shall be reset to 30 seconds at the beginning of each period.
- b The shot clock shall count down only when the game clock counts down. The shot clock shall be started when play is started and stopped when play is stopped.
- c The shot clock shall be reset to 30 seconds when:
 - 1) The team in possession of the ring takes a shot on goal.
 - 2) Control of the ring changes from one team to the other team.
 - 3) A delayed penalty is signaled. If additional delayed penalties are signaled before play is stopped, the shot clock shall not be reset again.
 - 4) A penalty causes the non-penalized team to commit a violation and play is stopped as a result.
 - 5) A player on the team not in control of the ring commits a violation, and play is stopped as a result.
 - 6) A player on the team not in possession of the ring is injured and play is stopped as
- a result. d When the shot clock reaches zero seconds, an audible signal will sound:
 - 1) Play is stopped, as the team last in control of the ring has committed a violation.
 - 2) The shot clock is reset to 30 seconds.
 - 3) The ring is awarded to the non-offending team in the zone in which the ring was last contacted or controlled.
- e If the shot clock's audible signal sounds in error:
 - 1) Play is stopped.
 - 2) The shot clock is reset.
 - 3) The ring is awarded to the team last in control of the ring in the zone in which play was stopped.
- f If the shot clock is reset in error, play continues.
- g The shot clock shall be turned off when there is less time remaining in the period than there is on the shot clock. If the display units cannot be turned off, then the shot clock shall be reset to 30 seconds and stopped.

Shot Clock Operator

The shot clock operator is a minor official, responsible for the operation of the shot clock. The shot clock operator shall be positioned so that they can see the rink and follow play, while being protected from interference or distraction by spectators or team staff. The on-ice officials must be able to communicate easily with the shot clock operator. At the end of the game, the shot clock operator shall sign the Official Game Report.

On-Ice Official's Signal:

If the shot clock is not reset immediately when a shot on goal is taken or control of the ring changes from one team to the other team, the on-ice official shall signal for the shot clock to be reset by extending an arm straight up with forefinger extended and making a circular motion with that finger. Note: Although both on-ice officials are responsible to monitor the shot clock, the net official will be more easily seen by the

Shot Clock Operator.

- a) If the net official signals for the shot clock to be reset, the free play line official need not repeat the signal.
- b) If the free play line official signals for the shot clock to be reset, the net official shall repeat the signal.

7.5 Appendix Sample Injury Form

RINGETTE BC INCIDENT REPORT FORM

INCIDENT DETAILS					
EVENT NAME:					
TYPE OF INCIDENT:		COMPLAINT ☐	INJURY ☐	MISCONDUCTS ☐	OTHER ☐
IF OTHER; PLEASE DESCRIBE:					
LOCATION OF INCIDENT:		CITY:			
TIME:		AM	PM	DATE:	
ACTIVITY AT TIME OF INCIDENT:		☐ ☐			
INCIDENT OCCURRED:		BEFORE	DURING	AFTER A GAME	OTHER
DESCRIPTION OF INCIDENT:		☐ ☐ ☐ ☐			
PERSON(S) INVOLVED					
NAME		TEAM			
		ROLE			
NAME		TEAM			
		ROLE			
NAME		TEAM			
		ROLE			
NAME		TEAM			
		ROLE			
NAME		TEAM			
		ROLE			
NAME		TEAM			
		ROLE			
ACTION TAKEN - PERSON(S) CONTACTED					
NAME		ORGANIZATION		PHONE NO.	
NAME		ORGANIZATION		PHONE NO.	
NAME		ORGANIZATION		PHONE NO.	
OTHER					
WITNESSES					
NAME		ORGANIZATION		PHONE NO.	
NAME		ORGANIZATION		PHONE NO.	
REPORTED BY:					
NAME		ORGANIZATION		DATE	
NAME		ORGANIZATION		DATE	
NAME		ORGANIZATION		DATE	

7.6 Appendix How Ringette is Played

Ringette has a major advantage in that it is a team participation sport. It forces the passing of the ring across the blue lines to another player on the team. Basic Ringette rules state that the last player to touch the ring prior to the ring crossing the blue line may not touch the ring again in the next zone before another player has touched it. This encourages and enforces team play. A maximum of six players per team are on the ice at any time; teams consist of a goaltender, two defensive players, two forwards, and one center.

The Game begins much like soccer with the Visiting team is awarded a Free Pass in the Centre Ice Free Pass Circle; known in hockey or lacrosse as face-off circles. Free Passes are also Ringette's way of restarting games after penalties, violations, goals, or any other stoppage of the game such as when two players from opposite teams have joint control of the ring and it becomes frozen or immovable.

Free Passes in Ringette are like free kicks or throw-ins in soccer, like throw-ins in basketball, like the quick restart in lacrosse after a violation, or the "face-off" of hockey. The ring is placed in the Free Pass circle; in the side nearest their own goal, there are two blue placement dots inside each of the five free pass circles. The referee determines which free pass circle is to be used and which team has the free pass. One player takes possession and, on the whistle, has five seconds to either shoot or pass to a teammate; they must pass it completely out of the circle; they cannot skate past the middle of the circle or out of the circle with the ring. Failure to move the ring results in the free pass being given to the other team. During these five seconds, no other player is allowed in the Free Pass circle. A shot on goal is permitted during a Free Pass.

Zone Play - Any 3 In: The deep offensive and defensive zones extend from behind the goal net to the Free Play Line - the thin red line at the top of the face off circles. Within these deep offensive and defensive zones, each team is allowed only three skaters (not including the goalie) while at full strength. If a team has more than one penalty they are only permitted two skaters in their deep defensive zone.

The free play line or Ringette line is the red line running across the ice at the top of the free pass circles in each end of the ring. On offence, the two forwards and the center usually play in the restricted area and on defense; the two defensive players and the center usually are defending their end.

Joint Control: Joint possession of the ring, or as the rulebook calls it, "Joint Control," is when two or more opposing players place their sticks in the ring, and it becomes immovable. The concept of the rule is very simple. The ring is awarded to the team gaining second control. That simply means the ring is awarded to the team that did not initially control it when that struggle for possession began. If the player first in control momentarily removes her stick from the ring, allowing an opponent to gain control and then takes joint control again, the ring is still awarded to the team that gained second control from the start of that play. Simple, eh? Why? The reason for the rule is very simple. Possession of the ring in Ringette is so important and by the very nature of the stick inside the ring, it is very difficult to 'take the ring away' from a player in possession. The rule used to be that when a defensive team attacked the ring carrier, often the player in possession would be tied up by a good check by the defensive team only to be given the ring back because they had initial possession. The rule was changed to *Second Possession* to encourage and reward defensive teams to attempt to gain possession. This rule has sped the game up immeasurably and reduced "ring ragging" as a concept of ring control.

Blue Line Violation: A player cannot carry the ring over a blue line in either direction. The ring must be passed over the blue line to another teammate. That teammate is permitted to skate ahead of the ring carrier and already be across the Blue Line before the ring crosses it. This is quite different from hockey where the puck must cross the Blue Line before any offensive player does. Ringette does not have an 'offside' call.

The requirement to pass the ring over the blue line eliminates the situation where one player can carry the ring from one end to the other. It also is one of the keys to Ringette being such a "Team Game."

Goal Crease: If the ring lands in or on the crease the only player who can touch it is the goalie. The goalie usually picks up the ring and throws it like a Frisbee to a teammate. The Goalie may not throw the ring beyond the Blue Line. If the Goalie does, then the offensive team regains possession on a Free Pass back inside the Goalie's deep defensive zone. The goalie has five seconds to pass it out of her crease. She may also choose to hit it with her stick or skate, instead of picking it up and throwing it. Neither team can enter the goal crease, not even their stick. If the team with the ring enters the crease, then they lose possession. If the defensive team loses the ring, then the offensive team gains the ring on a Free Pass in the attacking zone. If the offensive team loses the ring, play is restarted with a Goalie Ring.

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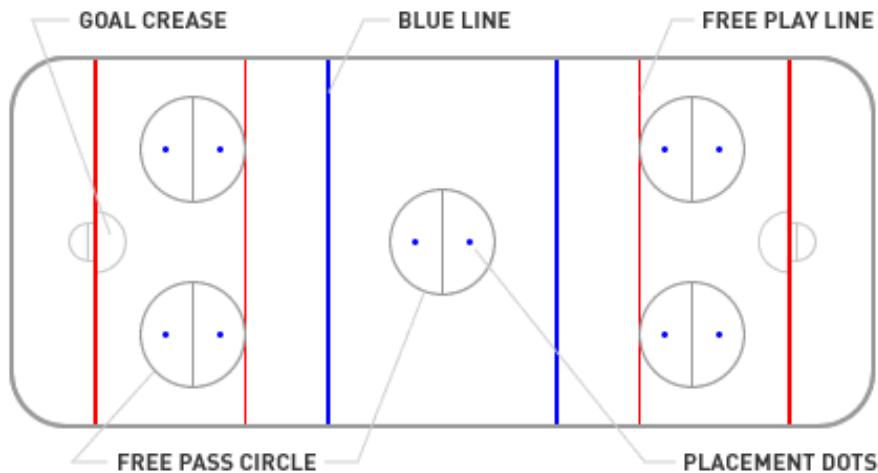
Goalie Ring: Replaces a defensive zone Free Pass on all violations by the offensive team inside their offensive zone. On a Goalie Ring the goalie is given five seconds to throw the ring towards a teammate after the referee blows the whistle to signify restarting of play. The main difference between the Goalie Ring and a normal Free Pass is the speed of restarting the game as play is not held up for player substitution (you can't change players on a goalie ring). This adds much to the speed and excitement of the game.

Two Blue Line Pass: There is no icing in Ringette, but there is a two-line pass, called slightly different than in hockey. The feet have nothing to do with it and there is no Center Ice Red Line in Ringette. When the ring crosses both blue lines, untouched, no player from the team that put it there can touch the ring until one of their opponents does first. For example, on an offensive two-line pass, no member of the offensive team can touch it before the defense gets control of the ring. Touching it prematurely is a violation that sends the ring all the way back to the zone it originally was in for a Free Pass by the non-offending team.

Penalties: Penalties exist for various infractions. Most penalties in Ringette are unintentional and are the result of accidentally running into someone when trying to stop or when checking the ring carrier and missing the opponent's stick. Rough intentional body contact of any type is not allowed and the penalty for that is much more severe. However, like basketball and soccer, bodies sometimes accidentally collide.

Violations: Similar to basketball, violations are also called for various infractions, such as skating over the blue line in possession of the ring or unintentionally shooting or holding the ring out of play, or as detailed above, in the two-line pass.

At no time can a player raise the playing end of the stick above the shoulder height - this includes celebrating a goal for safety reasons and failure to comply will result in a high sticking penalty.



7.7 Appendix Required Ringette Equipment

The equipment required for Ringette is similar to hockey including a CSA approved helmet with a Ringette specific facemask (diamond shape openings not rectangular guard) and a BNQ certified neck protector. A padded girdle are worn under the game pants instead of the traditional hockey pants and socks. The Ringette stick shall be a regulation stick and is cut off somewhere between the chest bone and the armpit (with skates on) for proper length.

The top of the stick (cut off end) must be taped as well – similar to a hockey stick for safety and to allow easier pickup off the ice surface should it fall. Please check with your coach if you have any questions regarding equipment. There must not be any tape or grip support on the bottom third of the stick.



Some good used equipment is available from the RRA please contact our Equipment Manager for information.