



Welcome
Coaches, Managers, Trainers &
Treasurers!



Agenda

- Welcome & Introductions
- Important Dates and Season Highlights
- Health and Safety
- Policy Updates
- Player and Coach Development
- Ice Scheduling
- Referee in Chief
- Breakout Sessions



Board Members



President	Stephanie Pulleyblank
Vice President	Stephanie Lajeunesse
Competitive Director	Barry Gorham
Regional Director	Joe Brownrigg
Registrar	Allyssia Chamberlain
Treasurer	Kimberly Janeczek
Director of Logistics	Julia Gorham Cole
Director of Administration	Missy Berube
Secretary	Alison Press
Director of Player Development	Rob Tyler



Coordinators



Adult Ringette 18+ (GAARA) - Jackie Banning

Banquet Coordinator - Junior - Kim Carnegie

Banquet Coordinator - Senior - Kristine Steele

Coaching Coordinator - **VACANT**

Communications Coordinator - Sarah Harvey

Dryland Coordinator - Erin Waterfall

Equipment Coordinator - Clinton Carnegie/Marco Dallaire

FUNDamentals 1 Off-Ice Coordinator - Andrea Hicks

FUNDamentals 1 On-Ice Coordinator - Kristen Keays

FUNDamentals 2-3 Coordinator - Lysa Watnem

Fundraising Coordinator - Dan Julien

Goalie Development - Mike MacDougall

Ice Scheduler - Marie-Eve Hassanali

Intermediate Coordinator (U12/U14) - Allyssia Chamberlain

Senior Coordinator (U16/U19) - Ivan D'Costa

Managers Coordinator - Alicia Macdonald

Player Advisor - **VACANT***

Referee-in-Chief - Nathalie Labelle

Social Media Coordinator - Jackie Connors

Tournament Coordinator - Shane Allan

Trainer Coordinator - Karen Bronsard

Volunteer Coordinator - Mary Ann Ferguson

Webmaster - Rhonda Burke

Financial Coordinator - Daniel Miller

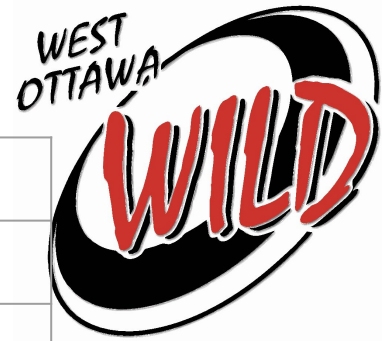




Important Dates, Season Highlights & Registration

Stephanie Pulleyblank, President / Allyssia Chamberlain, Registrar

Important Dates



September 27, 2025	2025/26 Season Starts
October 8, 2025	ERRA Coaches Mtg - Competitive U14 - U19 (Jim Durrell)
October 13, 2025	Thanksgiving - no league games
October 14, 2025	ERRA Coaches Mtg - Regional U14 - U19 (Jim Durrell)
October 27, 2025	ERRA Coaches Mtg - FUNdamentals & U12 A/B/C (Jim Durrell)
October 31, 2025	Halloween - no league games
November 9, 2025	Photo Day - Carp Agricultural Hall
November 30, 2025	Bench Staff Qualifications deadline Volunteer VSC / Attestation deadline
December 21, 2025	End of first half
December 22, 2025 - January 2, 2026	NCRRL Holiday break - No league games
December 24-26, 2025	WORA Holiday break - No practices
January 3, 2026	Second half starts
March 13, 2026	End of 2025/26 season

[NCRRL Important Dates](#) / [Ringette Ontario Important Dates](#)



Year-end Championships



- **Ontario Winter Games:** 19-22 February, Orillia
- **AA Championship:** 5-8 March, Kingston
- **A Championship:** 12-15 March, Kitchener, Guelph, Waterloo
- **NCRRL Year-End Tournament:** 20-22 March, Ottawa
- **NCRRL FunFest:** 21-22 March, Ottawa
- **Canadian Ringette Championships:** 29 Mar-4 April, Ottawa (West)
- **RO U12 Championship:** 9-12 April, Markham-Stouffville
- **Eastern Canadian Championship:** 16-19 April, Mississauga



Tournaments / Ringuette Québec



- Maximum tournaments (all provinces)
 - U14 and above - no limit
 - FUN1, FUN2, FUN3, and U12 - up to 5, including the U12 Championship
 - Single day tournaments/exhibitions do not count towards the max at U12
 - League Championships do NOT count towards the max

***No longer required to report out of province play (games or tournaments)**

- 21st Annual WORA Tournament: February 5-8, 2026
- Québec league (LERQ) - U16AA/U19AA only
 - Game sheets (paper)
- [RO Sanctioned Tournaments](#)
- [Quebec Tournaments](#)



Insurance Requirements



Regular Sanctioned Events - separate approval NOT required

- Sanctioned Games
- On-Ice Practices
- Evaluations

*Program extensions and special events such as dryland training, and fundraising ALL require separate specific sanctioning or approval.

The Definite “NO” List (High Risk) - not an inclusive list

- Tobogganing
- Rock Climbing
- Laser Tag
- Dances
- Swimming
- Exhibition games that include NON registered member teams (ie. siblings and parents, non-registered referees)

[RO Information Page](#) (including additional insurance request form)

[RO Insurance Guidelines](#) (detailed list of activities)





Team Registration

- Teams are responsible for registering their Bench staff in RAMP in order to automatically register the team with RO and generate log-in information to access Team page in RAMP
 - Players, bench staff and team staff should all be registered in RAMP - If not yet registered, please do so ASAP
 - No team roster changes after **November 15th, 2025**
 - Max of 5 bench staff to register (excluding 'goalie coach' and junior coach) - otherwise teams cover RO insurance costs \$90
- Team Registration Forms (TRF) for out of province tournaments can be provided by the registrar and require approval/signature of the association president.
- The RO Out of Province Report form is **not longer required**.



Social Media



- Increase awareness in the community about ringette, about our association and the fun and positive impact the sport has on young athletes and their families

- Tag us in your posts! [#westottawaringette](https://www.instagram.com/westottawaringette)

Facebook 996 followers (up 133 from last year)

Instagram 1639 followers (up 204 from last year)

- Email social@westottawaringette.com with photos, news, team events

Remember the change room policy (zero tolerance for cameras in the change room)

- We welcome your feedback to ensure we represent and shout-out all of our WORA teams, staff, and our amazing volunteers





Health and Safety

Stephanie Lajeunesse, Vice President



Codes Of Conduct & Safe Sport Policies

The purpose of these Codes of Conduct & Ethics is to ensure a safe and positive environment within Ringette Ontario programs, activities and events, by making all individuals aware that there is an expectation of appropriate behaviour, consistent with the values of Ringette Ontario, at all times.

- Responsibilities:
 - [Coaches Code of Conduct & Athlete Code of Conduct](#)
 - [Spectator Code of Conduct](#)
 - [Harassment and Bullying Policy](#)
 - [Athlete Protection Policy](#)
 - [Person in Authority Guidelines](#)
 - [Rule of Two Guidelines](#)
 - [Change Room Policy](#)





Codes of Conduct

- As the season kicks off, we would like all coaches and managers to review the [Player and Parent Code of Conduct](#) with their respective teams
- Become familiar with RO and WORA Safe Sport and other Codes of Conduct

<https://westottawaringette.com/content/policies-and-procedures>

[Ringette Ontario : Website by RAMP InterActive](#)





WORA Change Room Policy

- WORA change rooms are team spaces, are inclusive and include all genders
- All players should arrive in base layers
- The Rule of Two applies in the change room across all divisions
- **FUN1, FUN2 and FUN3:** Athletes are to be supervised by parents, guardians, or designated person at all time
- **U12:** Players shall be supervised in the dressing room at all times by a minimum of two designated persons, either a parent, guardian and/or team staff. All designated supervisors must have VSC completed.
- **U14-U19:** Supervision in the change room is not required. A Head coach may choose to require supervision based on the particular requirements of their team. Rule of 2 applies
- Players shall not use any electronic device with a camera in the change room at any time





Injury Reporting

- WORA encourages teams to report all injuries sustained during ringette-related activities. All Significant Injuries MUST be reported in accordance with RO and WORA policies and protocols
- The WORA website has some updated information on [Injury Reporting, Concussion Awareness & Management, and Return to Play](#)
- Karen Bronsard is our training coordinator – she can be contacted at trainer@westottawaringette.com
- Karen will review the new Trainers Manual as part of the Trainers Breakout Session





Policy Update

Missy Berube, Director Administration



Volunteer Screening Policy

Security screening documentation required for Level 1, Level 2, and Level 3 individuals with renewal frequency:

Documentation	Purpose	Level 1	Level 2	Level 3
Application Form	Indicates that the individual has read and understands Ringette Ontario's policies	Complete annually		
Attestation Form	Confirms the conviction status of the individual	Complete annually in years 2-3 when CRC/VSC is not submitted		
Vulnerable Sector Check (Ottawa Police, Level 2)	A check of previous criminal convictions. Please use the WORA endorsed letter to waive the associated fee	N/A	Complete every 3 years	N/A
Vulnerable Sector Check (Ottawa Police, Level 3)	A detailed check of police records. Please use the WORA endorsed letter to waive the associated fee	N/A	N/A	Complete every 3 years

<https://www.westottawaringette.com/content/volunteer-screening-forms>

(Main Menu -> Forms -> Volunteer Screening Forms)



NEW Policies



Unused Ice Policy

- Ice is scarce & costly - if you need to swap, let scheduler know
- Team may be charged \$240 or more to cover costs of unused ice

Team Name and Logo Policy

- All team names & logos need to be appropriate
- We represent WORA
- Team name & logo to be submitted w/ your team budgets

WORA Logo Policy (Jan 2025)

- Protect WORA logos and share correct logo usage
- Unauthorized use can result in requests to stop or fines





Player and Coach Development

Joe Brownrigg, Regional Director / Rob Tyler, Player Development



Player & Coach Development

Player Development

- Power Skating
- Focused skill development (Player Kick Start)
- Goalie clinics & ribbon program

Goalies

- Goalie clinics
- Dedicated goalie coaches - Back again this year!
- Ribbon Program

Coaching Development

- Still need a Coaching Coordinator!
- Coaches survey coming shortly
- Monthly coaches meetings
- Access to Drill/Practice plan program

All feedback/concerns about the power skating programs are to be sent directly to:

playerdevelopment@westottawaringette.com and powerskating@westottawaringette.com





Ice Scheduling Overview

Julia Gorham Cole, Logistics Director

Ice Scheduling

Main Roles

- Schedule practices and facilitates game scheduling
 - WORA post practices
 - NCRRL post games
- Track practice ice allocation over the season
- Allocate ice for rescheduled home games
- Once games are scheduled, we try to stay 3 weeks ahead for practices

Parameters

- 27 WORA teams:
 - Competitive teams = 1 full ice/week (additional ice when available)
 - Regional teams = 1 half-ice/week
- Rotate 7am weekend and early weekday ice (before 5pm) – except U19 (late practices)
- Age group/time of day: Early evenings = younger groups; Late evenings = older groups
- Consistency for U19
- Avoid conflicts: power skating (WORA-organized), tournaments, league games





Avoiding Practice Conflicts

Managers enter team events and tournaments into the Practice Conflicts Google form shared by the WORA ice scheduler

- Recurring/Weekly events can be emailed to schedules@westottawaringette.com
- For tournaments, **don't forget to include travel day**

In the event of a practice conflict:

- Contact another team and try to swap
- Let us know so we can update the tracking spreadsheet; managers can update RAMP
- If canceling a half-ice, let the other coach know so they can plan for a full-ice practice
- If canceling a full-ice, let us know and we will assign someone else (when given sufficient notice)

Emails:

schedules@westottawaringette.com

logistics@westottawaringette.com



Game Cancel / Reschedule Process



Process

- Coach/manager responsible for notifying the **opposing team and refs**
 - NCRRL process: <https://ncrrl.on.ca/coaches-managers/rescheduling/>
- **Home game:** Advise us ASAP so we can attempt to find available ice
- **Short notice (<48 hours):** call the other team and the ref coordinator

Cancellation Reasons

Yes	No
✓ Weather ✓ Tournament participation ✓ Loss of ice ✓ League problem (lack of officials)	☐ Coach is attending a training session ☐ Do not have enough players or a goalie ☐ Missing bench staff ☐ Lost your mascot



Practice Ice Allocation & Scheduling



If you (as a coach or manager) have questions or concerns about practice ice allocation or scheduling, please reach out to Marie-Eve (Ice Scheduler) or Julia (Director of Logistics) — we're always happy to help.

We're all volunteers, and coordinating ice for 27 teams with different needs and conflicts is no small task.

This year, we're working very hard to keep practices as consistent as possible — but consistent does not mean identical each week.

For example, all 8 FUN teams may rotate through Monday evenings and Saturday mornings. Competitive teams may have practices every Thursday, but at different times or rinks each week.

We truly appreciate your understanding, patience, and kindness, and encourage questions over assumptions.

We're all in this together — thank you for your collaboration!

Emails:

schedules@westottawaringette.com

logistics@westottawaringette.com





Referee-in-Chief

Nathalie Labelle, WORA Referee-In Chief

Referee-In-Chief



- Referee-In-Chief Introduction - Nathalie Labelle
- Referees - who we are and why we are here
- NCRRL Respect of On-Ice Officials Policy - Update
- Player Education Clinic – Enhancing Game Understanding Through Referee Insight
 - Please contact ric@westottawaringette.com if you are interested





Breakout

Coaching Roles & Responsibilities



- Head / Assistant Coaches
 - Member of the bench staff (TRF)
 - Over 18 years of age-One female required!
 - Qualifications required
- Junior Coach
 - 14-17 years old
 - Member of the bench staff (TRF)
 - Qualifications required
- On-Ice Volunteer (adult/parent helpers)
 - 18 or older
 - Assist with Come Try and team practices
 - Qualifications required including PRC
 - Not a member of the bench staff
- On-Ice Helper (WORA player)
 - U14 or older
 - Not a member of the bench staff

Coaching Pathways:

<https://ringetteontario.com/content/team-staff-qualification-pathways>

Contact:

coach@westottawaringette.com





Coach Qualifications

Coaches should start each season reviewing the [RO website / Coaches menu](#) to refresh their knowledge of the requirements and updates RO have set out for ringette coaches in Ontario.

- General coaching information
- [Coaching Qualification Pathways](#)
- [Coaching Clinic Registration Information](#) (including dates and locations of available clinics)
- Other Coaching resources
 - level specific Drills
 - Coach webinar series



Player Development - Power Skating



- Competitive powerskating for U14 & U16 teams, using Next Gen Hockey on alternating Wednesdays, Richmond, 4:30-5:30
- Competitive Edgeworks, U12 (weekly), U14 and U16 (alternating weeks with powerskating. Carp, Wednesdays 6:30-8:30
- Regional U12 & U14 powerskating offered by GSC, Monday's 6pm-7pm, Richmond **(FULL)**
- FUN2 & FUN3 powerskating offered by GSC, Tuesday's 5pm-6pm, CRC **(FULL)**

All feedback/concerns about the power skating programs are to be sent directly to:

playerdevelopment@westottawaringette.com and powerskating@westottawaringette.com



Player Development/KickStart

BACK FOR YEAR 2



Instructors:

- Sam Banning, Amy Skillen and Greg Thomas
- Alternating weeks of dedicated FUN3/U12 and U14/U16 sessions
- 9 sessions for each age group.
- **Still room in U14/U16**

Focus:

- Shooting, Positional Play, Ring Skills, Flow (i.e., checking, possession)
- Always looking for goalies to coming out



For more information:

kickstart@westottawaringette.com

Register in RAMP

<https://www.westottawaringette.com/content/player-development-kickstart>



Player Development - Goalie Program



Goalie Coordinator - **Mike MacDougall**

- Goalie clinic instructors
 - **Syd Catlin** is returning as Head instructor (former NRL goalie and Head Coach of U19AA team, and Goalie coach for Team PEI Canada Games team)
 - **Molly MacDougall** has joined on full time - (WORA Goalie Alumni in U9 - U19, played in two National Championships and Invited to U17 Team Canada development camp)
- Schedule is in RAMP and will be on Wednesdays 6:30 & 7:30 in Carp starting Oct 9th
- Attendance
 - Mandatory for competitive Goalies!
 - Linked to goalie rebate policy - min 80% attendance to qualify
 - It's also crucial for our U12 regional teams and below to send goalies to ensure their development. If coaches could please inform us early about any decisions not to send a goalie, it would be greatly appreciated. There are always enthusiastic goalies eager to step up, and we're looking to build a strong pool for future success.
- Signup sheet for shooting volunteers - will be sent to coaches
(Note - some clinic have a minimum level for shooters).



Goalie Incentives



Ringette goalie Challenge (FUN2/FUN3)

- WOW Ringette Goalie Challenge ribbons are intended to be handed out to players who are trying the position of goaltender in a game (Ex. Exhibition, league or tournament games)
- 1 Game ribbon (Black) – 1st game played
- 3 Game ribbon (Red) – 3rd game played
- 5 Game ribbon (White) – 5th game played
- A player can collect up to three different ribbons in a season
- The ribbons should be handed out by the coach or the manager preferably in a setting that immediately recognizes the achievement in front of the team. The dressing room after the game is the perfect setting
- As an extra incentive for more players who try being goalie and ensure teams at the younger levels rotate: Fun2 and Fun3 teams with 5 or more different players trying goalie for at least one full game will get a choice of a **pizza party or a round of Booster Juice gift cards**
- For individual players on a team without a full time goalie that try being goalie 5 or more games will get a Booster Juice gift card





NCRRL Information - Dates

- Email Communications from NCRRL (Include us...)
- Important Dates
 - Oct 8th - Competitive Coaches Meeting @ 7pm - **Jim Durrell Arena**
 - Oct 14th - Regional Coaches Meeting (U14-U19) @ 7pm - **Jim Durrell Arena**
 - Oct 27th FUNdamental and ALL U12 Coaches Meeting @ 7pm - **Jim Durrell Arena**
 - FUN2 games start on **Oct 18, 2025**
 - Second-Half of season starts on **Jan 3, 2026**
 - End of year Tournament **March 20 - 22, 2026**

MUST BE BAD WEATHER TO CANCEL A GAME!!!





NCRRL Information - Seeding

- If you are finding your games very unbalanced, reach out.
- **December Reseeding (18 Dec, 2025)**
 - I look at how you have done in league play, I don't look at your tournaments.
 - I will ask you about gameplay between other teams as comparisons and provide a recommendation.
- **NCRRL Tournament Seeding (19 Feb, 2026)**
 - Aims for smaller divisions.
 - Same as the above.

**YOU MUST BE AVAILABLE ON THESE NIGHTS
FOR ME TO REACH YOU :)**



NCRRL Information - Call-Up Rules



- Call-Up to 12 skaters maximum **BUT** cannot exceed your bench.
- 3 Player limit, does not apply to goalies.

Forms for Call-Ups are here

<https://ncrri.com/content/player-call-up-rules>

Don't "STACK" your call-ups.

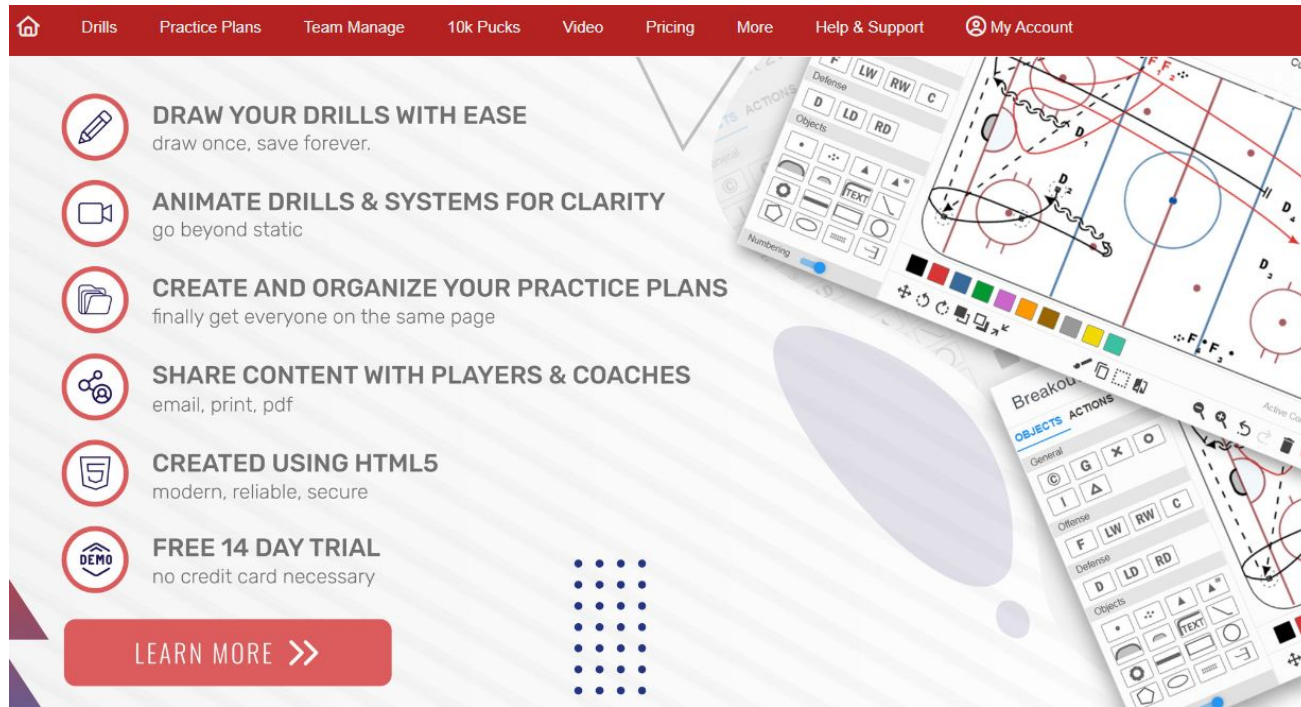


When Things Go Wrong

- Lobby Talk
- Sportsmanship & Ejections (Coaches and Parents)
- Referees - Respect & Reach Out
- Ejections/Conflicts - Get in touch with us ASAP



Shared Drill Library Walkthrough



The goal is to have WORA coaches creating drill and practice plans in the program to build the WORA database. There are drills and practice plans from last year available under your team logins.

- Training Session - Virtual - Date/Time - TBD
- Team login and Passwords provided (Oct 1st)
- Walkthrough guide provided (Oct 1st)
 - Please forward to any bench staff you'd like to have access





WORA Policies

- All Coaching Resources/Policies available [here](#).
- [Rule of 2](#) / 24 Hour Rule
- [Player Rotation Policy](#)
 - Communicate with your Parents and Us your plan so we can support you.
 - [Track it!!!](#)
- **Season Plan** - Great idea to make one and share with your parents





Coach Development Meetings

-Talk to us! What would you like to see here- virtual?
In-person? Case Studies? Etc...

-We want to put together programming that would be
useful with good engagement.

-Is there a 'Coach Co-ordinator' among you?

