



Procedure for Competitive and Regional Team Placement and Modification

Team Placement

Players are required to attend every assessment session (tryout) - **failure to do so may jeopardize the player's ability to make the team for which they are being assessed.**

Players Unavailable at Time of Assessment Process

Players must make every effort to attend the assessment process in order to be considered for the team on which they wish to be placed. However, it is recognized that, in some cases, players may not be able to attend the assessment process due to **exceptional** circumstances.

Examples of exceptional circumstances are:

- (i) a player is unavailable due to injury;
- (ii) a player has joined the Association after the end of tryouts

In order to consider the best interests of all parties, the Executive will review the exceptional circumstances and their impact to determine how best to accommodate the player with respect to their placement on a team.

Players who have missed all or part of the assessment process may be required, at the discretion of the Coordinator, to attend on-ice or off-ice assessments or participate in practices or games of the team for which the player wishes to be considered. The specific expectations will be communicated to the player and will account for the relevant exceptional circumstances.

No players who have been previously placed on a team will be displaced.

Registration, Notification and Proof of Exceptional Circumstances

Players who are unavailable at the time of the assessment process must:

- (i) **be registered for the applicable assessment process;**

- (ii) **supply a doctor's note, if applicable, or any other document confirmation as may be required by the Executive to prove other exceptional circumstances; and**
- (iii) **have notified the Coordinator in advance of the player's unavailability to attend any or all of the sessions and made arrangements with the Coordinator for assessment at a later date.**

Each request for accommodation will be evaluated on a case by case basis.

Subsequent Assessment

If a player misses all or part of the assessment process, the Coordinator will determine, on a case-by-case basis, which team the player should be considered for. Input from the player and the players previous coach(es) will be considered in making this determination. If a player joins the Association after the assessment process and applies to be on a particular team, the same evaluators that selected the team must evaluate the player, if possible.

A player who has missed all or part of the assessment process can only be added to the team if the following conditions are met:

- (i) if during the assessment process, before a team has been established, they are determined to be measurably better than any player who is released;
- (ii) there is space available on the team onto which they will be placed and no player previously selected is displaced;
- (iii) the addition meets with the approval of the Coordinator, the Registrar and the Head Coach of the team; and
- (iv) any other condition that the Executive has determined to be relevant given the exceptional circumstances at play and the current state of the Association.

Changes to Teams after Formation

There may be exceptional circumstances that arise after teams are formed that would jeopardize the viability of the team. These could include injuries, family move or other reasons for unavailability of players that had previously been placed on the team. WORA recognizes that these situations can be very disruptive to teams, players and families and would like to lessen the uncertainties by following a well-defined process. In these circumstances, the following process will be followed:

- (i) A formal request will be made to the Coordinator (Competitive or Regional, as applicable); and
- (ii) A committee made up of a minimum of three members of the Executive, including the applicable Coordinator but excluding any conflicted member of the Executive, will be formed to review the situation, manage all communications and come to a determination as to the placement of the player, as further detailed below.

Certain scenarios require specific consideration. The following three examples reflect common situations for which the Executive wishes to communicate the process that will be followed.

Scenario 1: Two Competitive Teams

In some cases, a Competitive Team may want to add a player because an exceptional circumstance has arisen and, as a result, its roster is short players. In those circumstances, a higher level Competitive team may wish to add a player from a lower level Competitive team.

In this scenario, the head coach of the team requiring players must submit a written request to the Competitive Coordinator, who will then forward the request to the committee (as described above). In addition to the duties outlined above under “*Subsequent Assessment*”, the committee in these circumstances will also review the potential impacts on both of the teams. The committee will provide a communication to the head coach of both affected teams to make them aware of the situation and that a process to find a replacement player is underway. Input from the head coach, the player and any other members of the Association will be considered by the committee.

In the request to the Competitive Coordinator, the coach of the requesting team must suggest three players they would like to be considered for their team and rank them in order of preference. A formal offer will be made to the preferred player who will have 48 hours to accept. If they decline, the next player on the list will be offered the position until a player is chosen. If all players decline then the Competitive Coordinator may suggest three additional players if they wish, who will then follow the same offer and acceptance process.

Scenario 2: One Competitive Team and One Regional Team

In this scenario, a Competitive Team may want to add a player because an exceptional circumstance has arisen and, as a result, its roster is short players. In those circumstances, a Competitive team might like to add a player from a Regional team. The procedure where the player to potentially be added is from a Regional team is the same as detailed under Scenario 1 except that player must have participated in Competitive tryouts in order to be offered a position. Consideration in this scenario will also be given to setting up a two-team agreement between the Competitive and Regional teams to provide the Regional player the opportunity to play on the Competitive team while continuing on their existing Regional team. This may be preferred to minimize the impact on the Regional team.

Scenario 3: Two Tiered Regional Teams

In this scenario, a Regional team may want to add a player because an exceptional circumstance has arisen and, as a result, its roster is short players. In those circumstances, a Regional team might like to add a player from another lower-tiered Regional team. The procedure would be the same as that of two Competitive teams (see Scenario 1).

Other Scenarios

In the event another scenario arises that has not been contemplated by this Procedure, the Executive shall endeavor to act within the spirit of this Procedure and look to ensure that the interests of the player, the impacted teams and the Association in general are considered.

Team Dissolution

In rare cases, exceptional circumstances may arise that cause a team to no longer be viable because of a lack of available suitable players. In this case, the Coordinator would work with the impacted coaches and the Executive to determine the best approach to redistribute the affected players. Input from the impacted coaches, players and any other members of the Association will be considered.

Concerns / Questions

All concerns and questions should be directed to the Competitive or Regional Coordinator, as listed on the West Ottawa Ringette website: www.westottawaringette.com

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