

# WRRR AA/A Team Declaration and Tryout Process 2022-2023

January 25, 2022

The following document sets out important timelines that must be met in proceeding through the player declaration, team tryout and team selection process. This process should facilitate informed communication between Western Region and its member Associations. It should help to identify potential conflicts so that they can be dealt with in a timely and mutually respectful manner, allowing the process to move along to completion.

If there is one thing parents want, it is to see their child enjoying themselves and getting better at playing the great sport of Ringette. This is what makes Provincial Ringette a worthwhile investment. Let us be reminded of this value, remembering it is the players who make this great sport what it is. This document is designed to assist parents and players better understand the tryout process.

## Goal

The primary goal of the Western Region is to work cooperatively to create as many competitive teams at each competition and age level within the Region as possible, and thereby ensuring that qualified players have a place to play.

## Objectives

- 1) To improve communication among Western Region member associations and teams through documentation and preliminary meetings.
- 2) To increase the transparency of the process by ensuring that everyone knows what the steps are and how decisions are to be made.
- 3) To continue to enhance the player-tracking process.
- 4) To form an Evaluation Committee to monitor the process. The Committee will include a diverse representation of individuals from across our Region and would be empowered to enforce all steps and associated actions as identified in the process.
- 5) To implement a timeline for the completion for the AA and A tryout process.
- 6) To help facilitate the number of teams, the distribution of teams throughout the Region, as well as to help provide the most beneficial selection of teams to qualified players within Western Region.

# WRRR AA/A Team Declaration and Tryout Process 2022-2023

## Evaluation Committee

- An Evaluation Committee will be formed to coordinate the AA/A process.
- The mandate for this committee will be to review and/or meet with each Association that is willing to host an AA/A team, review their submitted forms and ensure that the minimum criteria are met. The committee will then recommend for approval the number of AA/A teams at the respective levels covered by this process (U12, U14, U16 and U19). The recommendations of this committee will be binding.
- The committee will include the WRRR Provincial Play Committee Chair, Vice-Chair, Western Region Membership Services Representative along with 2 nominated WRRR Provincial Play Committee Representatives.
- The committee will have the authority to ensure that proper tryout procedures are being followed by associations and to recommend the levy of up to a **\$500 fine and loss of team** for Associations not following the rules and processes in place.

## Important Dates at a Glance:

Date (2022)	Event	Date (2022)	Event
February 2nd	Intent to try-out goes live	March 31st-May 8th	AA Try-outs
March 13th	Intent form closes	May 11th	AA teams declared
March 20th	Willing-to-host forms due	April 29th - May 30th	A Try-outs (14, 16, 19)
March 23rd	Associations notified of approvals	June 1st	A Teams Declared
March 24th	Provincial Reps meet to create try-out schedule	August 26 - September 11th	U12 A Try-outs
March 28th - April 3rd	Try-out schedules posted	September 14th	U12A teams declared

# WRRRA AA/A Team Declaration and Tryout Process 2022-2023

## Intent-to-Tryout Forms

- All Western Region players intending to try out for any A or AA Provincial level team are required to complete the online *Intent-to-Tryout Form* no later than **March 13th, 2022**.
- Players will **not be** allowed to participate in any tryout session without having completed the online form. Any player intents submitted after **March 13th, 2022** will only be accepted via an email to Peter Westelaken [peter.west@live.ca](mailto:peter.west@live.ca) from the respective Association President or Provincial Representative Convener.
- Players from outside of Western Region who move into our region due to relocation for post-secondary education or other legitimate reasons should register their intent as soon as they make the commitment to move, rather than waiting to physically arrive in the Region. For instance, a player moving into the Region to attend university (i.e. Guelph, London or Waterloo) should indicate their intent to play at the A or AA level as soon as they accept their offer of admission, allowing our member associations to include these players in their planning process.
- Any player who is not registered with an association during the 2021-2022 Ringette season must register with their home or current association before attending spring tryouts.
- On the intent form, players will indicate which leagues they would be willing to play for: Female only, Mixed or Male only. Players may choose all three options, two options or one option. Please refer to the RO team formation guidelines for some information on the different options. [2021-2022 Team Tryout & Formation Guidelines](#)

## Willing-to-Host Form

The *Willing-to-Host Form* will provide the Region and the Evaluation Committee with advanced, valid information regarding an Association's bid to host one or more Provincial teams. It will also assist Associations with communicating their intentions clearly. These forms are due no later than **March 20th, 2022**.

- It is important for all Associations to understand that the criteria identified in the *Team Declaration Chart* will be used by the Evaluation and Overview Committee to determine the strength of an Association's bid for a Provincial level team (*see page 7*).
- The Evaluation Committee has the latitude to qualify a Willing-to-Host bid where the criteria are not met but the situation warrants the formation of a team in that part of the region or the number of opportunities available to match player intent support and the need for another team or teams.

# WRRR AA/A Team Declaration and Tryout Process 2022-2023

## AA Team Formation – U14AA / U16AA /U19AA

- Associations must complete the ***Willing-to-Host Form*** and submit the form to the Evaluation Committee by **Sunday, March 20th** if they wish to qualify to host Provincial AA Level teams for the 2022-2023 season.
- The Evaluation Committee may host a meeting on **Tuesday, March 22nd, 2022** and schedule individual meetings with every Association intending to host AA teams to review their forms.
- AA Tryout schedules should be posted no earlier than **Friday April 1st, 2022** and no later than **Sunday April 10th, 2022** and with the statement included that **“all teams are subject to WRRR Provincial Play Evaluation Committee approval.”**
- Each Association hosting a AA team may not begin tryouts until **Friday April 1st, 2022**. The online form identifying the players who attended the tryout **must be reported within 24 hours**. The Association must also provide the Evaluation Committee with an update regarding the status of the team.
- As each tryout is completed & players are released from the list of potential team members, the Association must email the Player Tracking Coordinator, Peter Westelaken [peter.west@live.ca](mailto:peter.west@live.ca) with the list of players released. This must be done within 24 hours of the player being released.
- All AA tryouts should be completed by **Sunday, May 8th, 2022**. The ***Offer to Play Letter*** and ***Roster Spot Not Offered Letter*** shall be used by all Associations within the Region.
- **When a coach hands out an *Offer to Play Letter*, and the player is from an outside association, they will also include the release form. Please see the coaches information sheet at the end of this document.**
- U14AA, U16AA & U19AA team rosters must be declared by **Wednesday, May 11th, 2022**.
- Should any association encounter difficulties in declaring rosters by the deadline, please notify WRRR Provincial Play Committee and seek guidance.

# WRRRA AA/A Team Declaration and Tryout Process 2022-2023

## A Team Formation - U14A/U16A/U19A

- Associations must complete the ***Willing-to-Host Form*** and submit the form to the Evaluation Committee by **Sunday, March 20th** if they wish to qualify to host a Provincial A Level team for the 2022-2023 season.
- The Evaluation Committee may host a meeting on **Tuesday, March 22nd, 2022** and schedule individual meetings with every Association intending to host A teams to review their forms.
- A-Tryout schedules should be posted no earlier than **Friday, April 1st, 2022** and no later than **Sunday April 10th, 2022** and with the statement included that **“all teams are subject to WRRRA Provincial Play Evaluation Committee approval.”**
- Each Association hosting an A team may not begin tryouts until **Friday, April 29th, 2022** The online form identifying the players who attended the tryout must be reported within 24 hours. The Association must also provide the Evaluation Committee with an update regarding the status of the team.
- As each tryout is completed and players are released from the list of potential team members, the Association must email the Player Tracking Coordinator, Peter Westelaken with the list of players that were released. This must be done within 24 hours of the player being released.
- All A tryouts should be completed by **Monday, May 30th, 2022**. The ***Offer to Play Letter*** and ***Roster Spot Not Offered Letter*** shall be used by all Associations within the Region.
- When a coach hands out an ***Offer to Play Letter***, and the player is from an outside association, they will also include the release form. *Please see the coaches information sheet at the end of this document.*
- Provincial A team rosters must be declared by **Wednesday, June 1st, 2022**.
- Players who submit Intents for “AA” but were not offered a roster spot at AA will automatically be registered to have an “A” Intent to Tryout
- Should any association encounter difficulties in declaring rosters by the deadline, please notify WRRRA Provincial Play Committee and seek guidance.

# WRRR AA/A Team Declaration and Tryout Process 2022-2023

## U12A Team Formation

- Associations must complete the ***Willing-to-Host Form*** and submit the form to the Evaluation Committee by **Sunday, March 20th** if they wish to qualify to host a Provincial A Level team for the 2022-2023 season.
- Evaluation Committee may host a meeting on **Tuesday, March 22nd, 2022** and schedule individual meetings with every Association intending to host A teams to review their forms.
- U12A Tryout schedules should be posted no earlier than **Monday, March 28th, 2022** and no later than **Sunday, June 26th, 2022** and with the statement included that **“all teams are subject to WRRR Provincial Play Evaluation Committee approval.”**
- Each Association hosting a U12A team may not begin tryouts until **Friday, August 26th, 2022**. The online form identifying the players who attended the tryout must be reported within 24 hours. The Association must also provide the Evaluation Committee with an update regarding the status of the team.
- As each tryout is completed and players are released from the list of potential team members, the Association must email the Player Tracking Coordinator, Peter Westelaken with the list of players that were released. This must be done within 24 hours of the player being released.
- All U12A tryouts should be completed by **Sunday, September 11th, 2022**. The ***Offer to Play Letter*** and ***Roster Spot Not Offered Letter*** shall be used by all Associations within the Region.
- **When a coach hands out an *Offer to Play Letter*, and the player is from an outside association, they will also include the release form. Please see the coaches information sheet at the end of this document.**
- U12A team rosters must be declared by **Wednesday, September 14th, 2022**.
- Should any association encounter difficulties in declaring rosters by the deadline, please notify WRRR Provincial Play Committee and seek guidance.

# WRRRA AA/A Team Declaration and Tryout Process 2022-2023

## Team Composition Requirements:

- In order to qualify to host a Provincial level team an association **must** meet the minimum number of Provincial caliber Home Association or Current Association players listed in the chart below. The **final team roster** must meet or exceed the number of home and current players identified in the chart below. See attached definitions for 'current' players.

### Team Composition Chart – A Teams

U12A U14A U16A U19A

Roster Size	Home or Current Players	Home or Current Players	Home or Current Players	Home or Current Players
10	8*	7*	6*	5*
11	9	8	6	5
12	10	8	7	6
13	11	9	8	6
14	12	10	8	7
15	12	10	9	7
16	13	11	9	8
17	14	12	10	8
18	15	12	10	9

\*Minimum number unless approved by Evaluation Committee

### Team Composition Chart – AA Teams

U14AA U16AA U19AA

Roster Size	Home or Current Players	Home or Current Players	Home or Current Players
10	6*	5*	5*
11	7	5	5
12	8	6	5
13	8	6	5
14	8	7	5
15	9	7	6
16	9	8	6
17	10	8	6
18	10	9	7

\*Minimum number unless approved by Evaluation Committee

# WRRRA AA/A Team Declaration and Tryout Process 2022-2023

## Combined Teams

- Neighbouring Associations (<https://www.wrra.ca/content/worl---closest-association>), that wish to host, but do not meet the minimum roster numbers, may indicate their willingness to host a **Combined Team**. The request may be granted, if none of their immediate neighbours can satisfy the criteria or meet the criteria but are not willing to host. The **Combined Team** must clearly identify one center as the **HOME Association** in the Willing to Host form for the current playing year and have signed acknowledgement from the respective Presidents of these Associations. This declared HOME will establish the reference for player movement within the Region. The formation of this Combined Team does not supersede the Closest Association per the Matrix.

## Player Release Form

<https://ringetteontario.com/wp-content/uploads/2021/10/RO-Player-Release-Form.pdf>

- It is critical that all parties understand and treat the **Player Release Form** like a contract. Once signed, the parties are bound by the agreement. The team is committed to the player and the player is committed to the team.
- When a coach hands out a **roster spot offered letter**, and the player is from an outside association, they will also include the release form. Please see the coaches information sheet at the end of this document.

## Tryouts

- A player may attend as many tryouts as they wish.
- Tryouts are conducted by each Association in keeping with their established Operating Procedures. However, the timelines contained in this document should be incorporated into these various procedures.

## Final Roster Requirements

- A 'full' roster meets the requirements of RO for the number of players needed to play in Sanctioned Events. Clearly roster size within those constraints is the decision of the Coach/Association. Teams can leave space to add a player or two after this date – especially at the U19 level where post-secondary player movement occurs. This roster should include a full complement of players for the team, including at least one goalie.
- [2021-2022 Team Tryout & Formation Guideline](#)



# WRRRA AA/A Team Declaration and Tryout Process 2022-2023

## Recruitment & Solicitation of Players

- Any recruitment or solicitation of players by associations, Coaches/Bench Staff is **completely prohibited** and the consequence of this action will result in a fine and possible loss of team
- No ***Offers to Play*** may be made until the Home and/or Current Associations have made "***Roster Spot Not Offered***" releases or no team is being hosted by the Home or Current Associations. This process must follow the Closest Association Matrix.

## Refusing a Roster Spot

- Players who refuse a roster spot on an AA team or A team, must return to their home association and play on the lower level team. This means if a player tries out for AA at another center, is offered a spot and then refuses and their home association only offers regional, their only option is to play regional. They do not have the opportunity to try out for an A team at any other center.
  - Example: If a St. Mary's player is offered a roster spot for a AA team in London and they refuse the spot, they must return to St. Mary's. If the next level of play in St. Mary's is regional, that player must play regional. They cannot try-out in Dorchester for the A team.

# WRRRA AA/A Team Declaration and Tryout Process 2022-2023

## Terms as defined in Operating Manual – RO

### Releasing Association

The Local Association in whose Boundaries the player resides, or the Local Association to whom the player has been released for three consecutive seasons as per Article 8.6. In either case, this is the Local Association from whom the player wishes to be released.

### Receiving Association

The Local Association to whom a player wishes to be released.

### Two Team Player

A Regional player that plays on a local association team, and also plays on a Provincial A or AA team through terms agreed upon in a written "Playing Agreement". Two team agreements between A and AA are not currently permitted.

### Home Region

The region in which your home association resides.

### Home Association

The local association to which the player is eligible to play by residency.

### Closest Association

Governed by the player's Home Region Policy.

### Current Association

The association to which a player has been released for level of play will then be considered the player's "Current Association".

### Residency

Refers to where the player habitually resides. A player's residence shall be defined as the structure in which the player is a permanent resident. Any determination of the address of the structure shall always be from the main entrance of such residence.

# WRRR AA/A Team Declaration and Tryout Process 2022-2023

## Willing-to-Host a Provincial Team

This Form is to provide Western Region and its Associations with information regarding the declaring of a team(s). The data will be used to help determine the number of potential teams and the availability of players prior to tryouts.

Association Name: \_\_\_\_\_

Level of Play Offered: A  AA

Age Division: U12   
U14   
U16   
U19

**NOTE: a separate form must be submitted for each age division**

Qualified Coach (name): \_\_\_\_\_

### Key Contact for Team during Tryouts:

NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

COMMENTS: \_\_\_\_\_

\_\_\_\_\_  
Association President(s) agree to this Provincial team Submission and confirms ice availability to support the team. If Combined Team, both Association Presidents must sign.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Sign Name

\_\_\_\_\_  
Date

***WRRRA Provincial Level Play Committee***

**- Roster Spot Not Offered –**

Date: \_\_\_\_\_ 2022

Name: \_\_\_\_\_

I would like to take this opportunity to thank you for attending the

\_\_\_\_\_ Association tryouts for the 2021-2022 season.

At this time, there will NOT be a position offered to you to play for the

\_\_\_\_\_ Association Team

(Please circle where appropriate) U12 U14 U16 U19    **A**    **AA**

If you have any other questions or concerns, feel free to contact me.

Head Coach: \_\_\_\_\_ Phone: \_\_\_\_\_

Association: \_\_\_\_\_ Email: \_\_\_\_\_

There are some options available to you. Feel free to explore these. Best of luck to you this season.

Attend tryouts for the \_\_\_\_\_ association (as per matrix).

Become part of our Regional Program here in \_\_\_\_\_ .

\_\_\_\_\_  
\_\_\_\_\_

**WRRRA Provincial Level Play Committee**

**- Offer to Play Letter-**

Date: \_\_\_\_\_ 2022

Name: \_\_\_\_\_

I would like to take this opportunity to thank you for attending the  
\_\_\_\_\_ Association tryouts for the 2021-2022 season.

Expectations for the team members will be to attend scheduled team dry land training sessions and weekly on ice practices. The team will be participating in \_\_\_\_\_ tournaments from November to February with the goal of playing in the Provincials in March 2022. This will require full commitment at all times for the entire season.

You have been selected to play for the \_\_\_\_\_ Association Team

(Please circle where appropriate)                      U12 U14 U16 U19                      **A**                      **AA**

Please confirm your acceptance with the understanding of our expectations as listed above with a return email within the next **48** hours.

**If I do not receive a written reply (email is accepted) to this offer letter within the timeline indicated above it will be considered a**

**DECLINE of this Offer to Play.**

If you have any other questions or concerns, please contact me.

Head Coach: \_\_\_\_\_ Phone: \_\_\_\_\_

Association: \_\_\_\_\_ Email: \_\_\_\_\_

## **COACHES/PRESIDENTS INFORMATION SHEET:**

**This sheet is currently being drafted and will be added as soon as it is available.**