

# Provincial Championship Policy

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## **PROVINCIAL CHAMPIONSHIPS**

Individuals and participants are expected to fulfill certain responsibilities and obligations including, but not limited to, complying with the RAS's policies, bylaws, rules and regulations, and Code of Conduct and Ethics. Irresponsible behavior by Individuals can result in severe damage to the integrity of the RAS. Conduct that violates these values may be subject to sanctions pursuant to RAS Discipline and Complaints Policy.

*“Individuals” – All categories of membership defined in the RAS’s Bylaws, as well as all individuals employed by, or engaged in activities with, the RAS including, but not limited to, athletes, coaches, convenors, referees, officials, volunteers, managers, administrators, committee members, directors and officers of the RAS*

### **I. DEFINITIONS**

- The following terms have these meanings in this Policy <sup>[1]</sup><sub>SEP</sub>
  - Affiliated Athlete – means an athlete may be called up from their regular team in an association to play on a higher-level or higher age division team in the same association on a needed basis. This is conditional on the athlete, parents, coaches and local association agreeing to the affiliation.
  - Pick-up Player – means an athlete must be a registered member of the RAS by December 31, must be of eligible age, of the same or lower tier and must reside within the boundaries of the same sport association.
  - Registered Team – is a team with a minimum of seven (7) registered players and one (1) registered female coach. Players and coaches appearing on the roster must be registered with RAS by Nov 2.
  - Registered Player – means they have paid all fees, provided all information necessary.
  - Registered Coach – means they have completed all certifications pertaining to the Ringette Saskatchewan bylaws by the Dec 31 deadline and they appear on a roster by Nov 2.

### **II. CRITICAL DATES**

1. Deadline for any “AA” “A”, “B” or “C” team to be registered with Ringette Saskatchewan in order to be eligible for Provincials: November 2 of the current season
2. Deadline for the Provincial Championship Community Entry Form and appropriate fees to be submitted to RAS: November 15 of the current season
3. Deadline to register with RAS to be eligible to compete in Provincial Championships is December 31.
4. The certification deadline for all bench personnel: December 31 of the current season
5. Provincial Roster deadline: January 31 of the current season
6. Deadline for an Affiliated Athlete must be registered with RAS: December 31 of the current season

7. Deadline for the Provincial Roster Form to be completed and submitted to RAS: January 31 of the current season
8. An injured athlete may be replaced upon producing a Doctor's memorandum: January 31- Start of competition of the current season

### **III. PROVINCIAL CHAMPIONSHIPS HOSTED**

#### **a) "AA" Championships**

- This Championship may be held for females in the U14, U16, and U19 age divisions.
- These championships are open to teams who are registered as AA by the registration date of Nov. 2 of the current season. Teams compete in this Championship for the right to represent Saskatchewan at the Western Canadian Ringette Championships (U14) and the Canadian Ringette Championships (U16 and U19)
- All participants competing in this Championship must meet the participation requirements for the regional or national event for which they are attempting to qualify for
- More than 2 teams must enter to hold a championship in these divisions. Exceptions to this are teams playing off to attend Nationals.

#### **b) "A" Championships**

- This championship is for registered "A" level teams or a team comprised of registered "A" and/or "B" athletes if a registered "A" team does not exist in the association.
- These Championships may be held annually for the U14, U16, U19 and 18+ age divisions.
- The winners of the U16A, U19A and 18+A divisions will represent Saskatchewan at the Western Canadian Ringette Championships. First place (1<sup>st</sup>) team will be Team Saskatchewan with second place (2<sup>nd</sup>) team being Host where applicable
- More than 2 teams must enter to hold a championship in these divisions. Exceptions to this are teams playing off to attend Westerns.

#### **c) "B" Championships**

- This Championship may be held for the U14, U16, U19 and 18+ age divisions.
- All teams registered in an age division are eligible for Provincial Championships in that division.
- More than 2 teams must enter to hold a championship in these divisions.

#### **d) "C" Championships**

- This Championship may be held for the 18+ age division.
- Teams must be registered as C at the RAS registration deadline to be eligible for this championship.
- More than 2 teams must enter to hold a championship in these divisions.

### **IV. ENTRY PROCEDURE**

#### **a) "AA", "A", "B" and "C" Championships**

- Local Associations Roster Deadline to RAS Nov. 2<sup>nd</sup>
  - Provincial Entry Deadline November 15
  - Provincial Roster Deadline January 31

- The Local Association must complete a Provincial Championship Community Entry Form and submit the appropriate entry fees to the RAS office by November 15<sup>th</sup> of the current playing season. Additional fees may occur if more than two (2) teams enter a Championship.

## **V. WITHDRAWING FROM A CHAMPIONSHIP**

- Any teams withdrawing from a championship will forfeit their entire entry fee unless a written explanation of the extenuating circumstances is received by the RAS at least 60 days in advance of the championship and is deemed appropriate and worthy by the Board of Directors. The forfeiting team will then receive a refund on their entry fee less a \$50 administrative charge.

## **VI. TEAM ROSTERS & BENCH STAFF REQUIREMENTS**

### **a) “AA” Championships**

- There will be a maximum of five bench staff, consistent with the requirements for the Western Canadian or Canadian Ringette Championships.
- All coaches must have attained their complete certification as per the Ringette Canada Coaching Certification Chart. All divisions require a minimum of one certified female coach of 18 years or over. There is a maximum of one certified manager (not on bench) and one certified trainer. The certification deadline for all bench personnel is December 31 of the current playing season.
- A Provincial Championship Roster Form must be completed and submitted to the RAS office by January 31 of the current playing season. The roster shall include a minimum of 7 and a maximum of 22 athletes for CRC and 18 for WCRC.
- An athlete may only appear on one “AA” roster each season.
- Affiliate athletes who are affiliated a “AA” team, will only be allowed to participate as an athlete in one additional Provincial “A” Championship. Registered “AA” athletes are only allowed to compete in the Provincial “AA” Championship in the division in which they are registered.
- Individuals, who were released to participate on a “A” team in another association, may only appear on an “A” roster for the association in which they have been released to if their association of residence does not have an “A” team to accommodate them, or if they are not chosen to compete on that team.
- Individuals, who were released to participate on a “AA” team in another association, may only appear on an “AA” roster for the association in which they have been released to if their association of residence does not have an “AA” team to accommodate them, or if they are not chosen to compete on that team.
- U14AA teams may only add a goalie provided the team has only one (1) goalie on their roster as of January 31.
- An injured participant may be replaced on the roster after January 31, and up to the start of the competition, by producing a Doctor’s memorandum indicating their inability to play.

### **b) “A” Championships**

- There will be a maximum of five bench staff per team, with a maximum of one certified manager (not on bench) and one certified trainer. A minimum of one of the certified coach must be a female, 18 years of age or older. The certification deadline for all bench personnel is December 31 of the current playing season. Note: No coach required for Open B/C, Open A only requires a certified coach if intending to attend Westerns.
- A Provincial Championship Roster Form must be completed and submitted to the RAS office by January 31 of the current playing season. The roster shall include a minimum of 7 and a maximum of 18 athletes.
- Athletes may only participate on one team per Championship weekend.
- Individuals, who were released to participate on a “A” team in another association, may only appear on an “A” roster for the association in which they have been released to if their association of residence does not have an “A” team to accommodate them, or if they are not chosen to compete on that team.
- Player pick-ups must be of eligible age and of the same or lower tier and may only appear on one “A” roster
- Eligible player pick-ups include any registered player as of December 31 who resides within the boundaries of their zone and is of the appropriate age.
- An injured participant may be replaced on the roster after January 31, up to the start of the competition, upon producing a Doctor’s memorandum indicating their inability to play.

**c) “B”/ “C” Championships**

- There will be a maximum of five bench staff per team, with a maximum of one certified manager (not on bench) and one certified trainer. All other coaches must have attained their complete certification as per the Ringette Canada Coaching Certification Chart. A minimum of one of the certified bench staff must be a female, 18 years of age or older. The certification deadline for all bench personnel is December 31 of the current playing season.
- A Provincial Championship Roster Form must be completed and submitted to the RAS office by January 31 of the current playing season. The roster shall include a minimum of 7 and a maximum of 18 athletes.
- Athletes may only participate on one team per Championship weekend.
- All teams have the ability to add one goaltender to their roster, regardless of the team's roster size and whether or not that team already has a goaltender(s). These pick-up goaltenders must meet the player pick-up definition mentioned above and will only be allowed to participate as a goaltender and not a skater. Teams must apply to the RAS to secure a goaltender from outside of their association. Teams can only dress 18 athletes for a game.
- An injured participant may be replaced by a player pick-up on the roster after January 31, to total the roster to 12 skaters, upon producing a Doctor’s memorandum indicating her/his inability to play. The replacement must be as outlined in the player pick-ups definition above.

- Affiliate athletes who are affiliated to one other roster, must be on both rosters submitted to RAS as of November 2 to be allowed to participate in the Provincial “B” Championship.
- Registered roster as of November 2 must not exceed 18 athletes including Affiliate Athletes.

## **VII. MANAGER AND TRAINER CERTIFICATION**

### **a) Manager Certification Program**

- All persons designated as managers must be certified under the Ringette Canada Managers Certification Program. There are no re-certification requirements once certification has been obtained.

### **b) Criteria for Participating as a Trainer**

- The minimum criteria to participate as a Trainer at the Provincial Ringette Championships shall be the completion of any certified First Aid course, 7 hours or more in duration, which includes the following content: Principles of First Aid and Safety, Artificial Respiration, Wounds and Bleeding, Shock, Unconsciousness and Fainting, Fractures, Head and Spinal injuries, Joint injuries and Medical conditions (i.e. Diabetes, Asthma, etc.). Certification must be valid (i.e. cannot have expired) during the Championship(s) in which the individual is participating as a Trainer. Proof of certification must be submitted with the Provincial Championship Roster Form.
- For RAS purposes, the expiry deadline of trainer’s certification for individuals in a medical profession (i.e. doctors, nurses, paramedics, etc.) will be set for five years after they have originally submitted proof of certification. After which time, they must resubmit a new copy of their certification.
- Any individual attending the Canadian Ringette Championships or the Western Canadian Ringette Championships will be required to submit a copy of their trainer’s certification every year.

## **VIII. CHAMPIONSHIP FORMATS AND ICE REQUIREMENTS**

- The format for the Provincial Championships will be as determined by RAS and will be based on availability of ice and number of teams entered in each division.

## **IX. PROVINCIAL CHAMPIONSHIP RULES AND REGULATIONS**

1. The Ringette Canada Official Rules will be enforced.
2. All rules and regulations contained in the RAS Policy and Procedures Manual will apply in their entirety to this competition.
3. All teams were required to submit rosters to the RAS office by January 31 for verification. Any changes to these rosters must be reported and approved by the RAS prior to the championship. Therefore, only persons on the approved rosters will be listed on the game sheets and allowed to participate.

4. ALL team staff listed on the game sheet must sign in for each game at the RAS control desk at the rink prior to the start of each game.
5. Home and visiting teams will be designated on all game sheets. If uniform colors conflict, the visiting team will be required to change. As noted on the team roster forms, teams will be required to wear their home jerseys unless otherwise determined by RAS.
6. No jewelry (with the exception of medical alert items) will be permitted for any on-ice participant. Any athlete found to be wearing jewelry on the ice during the game will be assessed a Delay of Game penalty. This rule will be strictly enforced throughout the championship.
7. Teams must be ready to play at the scheduled game time.
8. Teams are not allowed on the ice before the officials. Any team going on the ice before the officials may be assessed an Unsportsmanlike Conduct Penalty.
9. There will be a 3 minute warm up before the game and a 2 minute break between periods. Teams must be ready to immediately start play when the 3 minute warm up and 2 minute break between periods are complete. There will be no additional time allowed. Any team not ready to immediately start play at the end of the 3 minute warm up or 2 minute break between periods will be assessed a Delay of Game penalty.
10. All games will consist of two 20-minute stop time periods. All games will be played until a winner is declared. In the event of a tie at the end of regulation time, consecutive 20-minute sudden victory periods will be played until a winner is declared. Possession of the ring to start the overtime period will be determined by a coin toss, with the home team calling. The team winning the coin toss will get free pass and the other team will get choice of ends. If additional overtime periods are required, possession of the ring for the opening free pass will alternate between teams. Teams will also exchange ends for each overtime period.
11. Regulation game winners will be awarded 3 points, while the losing teams will receive 0 points. In the event of overtime, game winners will be awarded 2 points and losing teams will receive 1 point.
12. All rules are at the sole discretion of the on-ice officials and officers/designates of the RAS, as the case may be. Officials' judgement calls are not subject to protest.

## **X. TOURNAMENT STRUCTURE**

In all divisions at all ages, the following series will be played to determine the two teams to participate in the Championship game.

- a. Two (2) teams, there shall be a best of three game playoff. If a third game is not needed the ice will be given to the home team as a team practice ice.
- b. Three (3) teams, a double round robin series will be played. The top two (2) teams advance to the Championship game; no bronze medals will be awarded.
- c. Four (4) or Five (5) teams, a single round robin series will be played. Semi Finals will be 1 vs 4 and 2 vs 3. Winners of semifinals advance to Gold medal game and defeated teams to the Bronze medal game.
- d. Six (6) or Eight (8) teams, the division will be divided into two (2) pools for round robin play. The winner of each pool will receive a bye to the semifinals. 2<sup>nd</sup> in Pool A will play 3<sup>rd</sup> in Pool B, and 2<sup>nd</sup> in Pool B will play 3<sup>rd</sup> in Pool A. Winners of these games will move on to semifinals (winner of 2<sup>nd</sup> Pool A vs 3<sup>rd</sup> Pool B to play 1<sup>st</sup> Pool B and winner of 2<sup>nd</sup> Pool B vs 3<sup>rd</sup> Pool A to play 1<sup>st</sup> Pool A). Winners of semifinals advance to Gold medal game and defeated teams to the Bronze medal game.
- e. Seven (7) teams, all teams will be put in a random draw to determine a team number of 1-7. Each team will play in four (4) round robin games; Team 1 vs. 4, 5, 6 & 7, Team 2 vs. 3, 5, 6 & 7, Team 3 vs. 2, 5, 6 & 7, Team 4 vs. 1, 5, 6 & 7, Team 5 vs. 1, 2, 3 & 4, Team 6 vs. 1, 2, 3 & 4, Team 7 vs. 1, 2, 3 & 4. Following round robin play teams will be ranked 1-7 based on points and tie breaker procedure. Semifinals will be 1 vs. 4 and 2 vs. 3. Winners of semifinals advance to Gold medal game and defeated teams to the Bronze medal game.

### **Point Structure**

All games will be played until a winner is declared. Teams receive three (3) points for a win and zero (0) points for a loss in regulation play. If a game requires overtime (OT), teams receive two (2) points for an OT win, one (1) point for a OT loss. The team with the most points in each division will be declared the top team in that division. The second place team is the team having the second highest number of points, etc.

### **Breaking of Ties in Standings**

When two or more teams have an equal number of points after the completion of round robin play, the highest of the tied teams will be determined in the following order using the "Official Score" of the games. In order to apply tie breaking rules a thru c, all teams must have played each other in round robin play.

- a) the winner of more game(s) between each other during the round robin will be declared the highest position.
- b) if still tied, the team having the greatest positive difference between goals for and against in games between the tied teams in the round robin will be declared the highest position.



- c) if still tied, the team having the least total goals against in games between the tied teams during the round robin will be declared the highest position.
- d) if still tied, the team having the greatest positive difference between goals for and against in all games during the round robin will be declared the highest position.
- e) if still tied, the tied team with the least total goals against in all games during the round robin will be declared the highest position.
- f) if still tied, the team having the lowest number of penalty minutes in games between the tied teams will be declared the highest position.
- g) if still tied, the team having the least amount of penalty minutes in all round robin games will be declared the highest position.
- h) if still tied, a coin toss will be used to break the tie.

**Important Notes:**

1. This procedure shall be followed in sequence until the tie is broken (i.e. one team is eliminated from the tie). Once one team is eliminated from the tie, the procedure reverts back to (a) in breaking of ties in standings.
2. This procedure, in most cases, will declare the team in the HIGHEST position. However, in some cases, the procedure will declare the LOWEST position between tied teams, and that team shall be dropped from the tie breaking procedure (i.e. the top two teams remain tied). In these cases, the procedure shall also revert back to (a) in breaking of ties in standings in order to break the tie between those teams that remain tied.
3. In all cases, the maximum difference (spread) between goals for and against in each game is seven (7) goals. This is the "Official Score".
4. In the event that after round robin play teams are tied for a position which entitles a team to participate in any of the championship games (gold, bronze or semifinal games), the following rules will apply:
  - a) Once tied teams have been ranked, from highest to lowest, then ten (10) minute mini game(s), starting with the two (2) lowest ranked teams, will be played to determine the team(s) who advance(s) to either the semifinals or medal games.
  - b) if three (3) or more teams are tied for one position, then the two lowest ranked teams will play in a mini game, the winner of this mini game will move on to play the next highest ranked team directly following the previous mini game. This process repeats with each winner successively playing the higher ranked team until there is one winner from the mini games.
  - c) if three (3) or more teams are tied for two (2) positions, then the team ranked first (1<sup>st</sup>) thru normal tie breaker procedure, shall automatically advance and the mini game procedure would be applied to determine the second position between the two lower ranked teams.

d) For more than two (2) positions teams will be ranked by using tie breaker procedure and mini games will be used to determine the last available spot between the lowest ranked teams.

### **Mini Games**

Each mini game will consist of one (1) ten (10) minute, fully played, stop time period. If the score of a mini game is tied at the end of the regulation time, successive sudden victory overtime periods of the same duration will be played until a winner is declared.

Playing rules for the mini game will be applied as though the game was tied at 0-0 with the ten (10) minutes remaining in regulation time. The higher seeded team, following application of the normal tie breaking procedure, will be designated as the HOME team and will be awarded the free pass to start the mini game and the choice of ends. Additional period(s) shall be considered OT and a coin toss will determine ring possession and choice of ends as per regular OT rules found in Point Structure.

Each team is entitled to one (1) thirty (30) second timeout per mini game and one (1) additional time out per overtime period.

### **XI. PARTICIPANT VERIFICATION**

- All bench personnel from each team participating in a Provincial Championship must sign their game sheet before each of their games. These signatures will verify that all individuals appearing on the bench as team staff correspond with those listed on the game sheet and that their identity of all athletes correspond with the game sheet. All bench personnel falsifying information or identities will be immediately dismissed from the competition and may face suspension by the RAS Board of Directors.

### **XII. BREAKING TIES IN STANDINGS**

- All games will be played until a winner is declared. Teams will receive three (3) points for a win and zero (0) points for a loss. If game requires OT, teams will receive When two or more teams have an equal number of points in the standings, the tie breaking procedure, as outlined in the Official Rules of Ringette, will apply. Mini games will be used if the normal tie-breaking procedure will eliminate a team from the medal round. Mini games will be administered as per the RAS tournament structure guidelines.

### **XIII. PROTESTS**

#### **a) Protest and Grievance Committee**

The Official Supervisor will chair the Provincial Championship Protest and Disciplinary Committee. The Chair will appoint two (2) designates and one (1) alternate. A minimum of three people must serve on this committee. This committee may include, but are not limited to, representation from, an RAS Board member an officials participating in the Provincial Championship, RAS Executive Director or Technical Director.

#### **b) Circumstances for a Protest**

- No protests shall be entertained against an officials' judgment. Protests may be based on the belief that an infringement or misrepresentation of the rules was applied.

**c) Protest Procedures**

- A Protest must be submitted in writing along with a \$100 deposit (cash, money order or certified cheque) to an RAS representative within 30 minutes upon completion of the game they are protesting. The Protest and Grievance Committee will immediately notify the coach of the non-filing team of receipt of the same. The Committee will meet within two hours of notification of the protest. Should an unforeseen circumstance not allow the committee to meet before the next game of the suspended individual, that individual will remain suspended until the committee may meet. The Committee may address on-ice officials, minor officials and one representative from each team.
- The decision of the Protest and Grievance Committee will be communicated to both teams within one hour of the committee's meeting. The decision is final and non-appealable. If the protest is upheld a refund of the \$100 bond will be granted.