

# **WORL AA/A Team Declaration and Tryout Process 2019-2020**

March 1, 2019

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 WORL and 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.

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## 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 31, 2019**. The summary version of the form will not be posted on the website until the Monday following the U12P Event – Monday March 25, 2019.
- Players will not be allowed to participate in any tryout session without having completed the online form. Any player intents submitted after March 31, 2019 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.

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## AA Team Formation - U14AA / U16AA /U19AA

- Associations must complete the Willing-to-Host Form and submit the form to the Evaluation Committee by **Sunday April 7, 2019** if they wish to qualify to host a Provincial AA Level teams for the 2019-2020 season.
- Evaluation Committee may host a meeting on **Tuesday April 9, 2019** 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 **Monday, March 25, 2019** and no later than **Sunday April 14, 2019** and with the statement included that **“all teams are subject to WORL Evaluation Committee approval.”**
- Each Association hosting a AA team must have completed at least 2 tryout sessions by **Sunday Apr 28, 2019**. 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 5, 2019**. The Offer to Play Letter and Roster Spot Not Offered Letter shall be used by all Associations within the Region.
- U14AA, U16AA & U19AA team rosters must be declared by **Wednesday, May 8, 2019**.
- Should any association encounter difficulties in declaring rosters by the deadline, please notify WORL and seek guidance.

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## U12P Team Formation

- Associations must complete the Willing-to-Host Form for U12P and submit the form to the Evaluation Committee by **Sunday April 7, 2019** if they wish to qualify to host a U12P team for the 2019-2020 season.
- Evaluation Committee may host a meeting on **Tuesday April 9, 2019** and schedule individual meetings with every Association intending to host U12P teams to review their forms.
- Associations who choose to host spring U12P tryouts, should post tryout schedules no earlier than **Monday, March 25, 2019** and no later than **Sunday April 14, 2019** and with the statement included that **“all teams are subject to WORL Evaluation Committee approval”**. Associations holding U12P tryouts scheduled in the Fall should be post tryout schedules no later than **August 5, 2019**.
- Each Association choosing to host U12P tryouts in the spring must complete a maximum of 3 tryouts by **Sunday May 5, 2019**. 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.
- Associations may accept a maximum of 8 skaters and 1 goalie to the roster for the U12P teams during spring tryouts on or before **Wednesday May 8, 2019**. All remaining roster spots cannot be filled until after a minimum one tryout in the fall, on or before **Sunday Sept 8, 2019**.

**Note:** No additional offers to play or releases can be made after **Wednesday May 8, 2019** until after completion of the first fall tryout has occurred.

- 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 [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.
- Remaining U12P Tryouts to start no earlier than **Tuesday September 3, 2019** Final Tryouts to be completed by **Sunday September 8, 2019** with team's rosters declared by **Thursday September 12, 2019**.
- The Offer to Play Letter and Roster Spot Not Offered Letter shall be used by all Associations within the Region.
- Players who do not submit the Player Intent Level will not be permitted to attend the tryout until correction or declaration is made

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- U12P Players that are not offered a roster spot in the spring, do not have to be released until the final team roster is submitted no later than **Sept 8th, 2019**. Associations may choose to release players in the spring prior to **May 8, 2019** for the purposes of giving players more opportunities to make other U12P associations teams. Releases prior to **May 8, 2019** cannot be used with the intention of "forming the team by default", only to reduce large quantity of players to a smaller more manageable group size for fall tryouts.
- **U12P - No organized on/off ice team development activities are to be held between May 9, 2019 and Tuesday, September 2, 2019.**
- Should any association encounter difficulties in declaring rosters by the deadline, please notify WORL and seek guidance.

# WORL AA/A Team Declaration and Tryout Process 2019-2020

## A Team Formation - U14A/U16A/U19A

- Associations must complete the Willing-to-Host Form and submit the form to the Evaluation Committee by **Sunday, Apr 7, 2019** if they wish to qualify to host a Provincial A Level team for the 2017-2018 season.
- Evaluation Committee may host a meeting on **Tuesday, April 30, 2019** 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 **Monday, March 25, 2019** and no later than **Sunday, May 5, 2019** and with the statement included that **“all teams are subject to WORL Evaluation Committee approval.”**
- Each A team must have completed at least 2 tryout sessions by **Sunday, May 19, 2019**. 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 **Sunday, May 26, 2019**. The Offer to Play Letter and Roster Spot Not Offered Letter shall be used by all Associations within the Region.
- Provincial A team rosters must be declared by **Wednesday May 29, 2019**.
- 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 WORL and seek guidance.

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## 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

**U12P      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

## WORL AA/A Team Declaration and Tryout Process 2019-2020

- Neighbouring Associations (closest neighbour as per Matrix), 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 centre 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.

### 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.

- 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.
- 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.

### Player Tryout and Release Form (M-F-07) for Tryouts and Final Release

- It is critical that all parties understand and treat the Player Tryout and Release Form <http://www.ontario-ringette.com/administration/documents/M-F-07.pdf> 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.
- A player must be registered with their Home Association and the top "Tryout" portion of the Player Tryout and Release Form must be completed and signed by the President or delegate before they can skate on another Association's tryout ice.
- A player must have an original Player Tryout and Release Form for each host association that they attend tryouts with. Through this process it is the responsibility of the player to be sure that their Home Association knows where they are trying out.



# WORL AA/A Team Declaration and Tryout Process 2019-2020

## 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 ORA for 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.

## 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 WORL President, WORL 1<sup>st</sup> & 2<sup>nd</sup> Vice Presidents, Western Region Membership Services Representative along with 2 nominated WORL 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.

## Recruitment & Solicitation of Players

- Any recruitment or solicitation of players by associations, Coaches/Bench Staff is **completely prohibited** and the consequence of this action may result in a fine and 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.

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## Terms as defined in Operating Manual – ORA

<b>Releasing Association</b>	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.
<b>Receiving Association</b>	The Local Association to whom a player wishes to Be released.
<b>Two Team Player</b>	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”.
<b>Home Region</b>	The region which your home association resides.
<b>Home Association</b>	The local association to which the player is eligible to play by residency.
<b>Closest Association</b>	Governed by the player’s Home Region Policy.
<b>Current Association</b>	The association to which a player has been released for level of play will then be considered the player’s “Current Association”.
<b>Residency</b>	Refers to where the player habitually resides. A player’s residence shall be the 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.

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## 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: U12P   
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

**Western Ontario Ringette League –WORL**

**- Roster Spot Not Offered–**

Date: \_\_\_\_\_ 2019

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

I would like to take this opportunity to thank you for attending the  
\_\_\_\_\_ Association tryouts for the 2019-2020 season.

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

(Please circle where appropriate) U12P 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 \_\_\_\_\_ .

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# ***Western Ontario Ringette League –WORL***

## **- Offer to Play Letter-**

Date: \_\_\_\_\_ 2019

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

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

\_\_\_\_\_ Association tryouts for the 2019-2020 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 2020. 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)

U12P 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: \_\_\_\_\_