



OPERATIONS MANUAL

2018-2019

Revised August 21, 2018

Black Gold League Operations Manual

Revision 7	August 2018		Approved:	August 21, 2018	RAB
Revision 6.1:	November 2017		Approved:	Nov. 21, 2017	RAB
Revision 6:	September 2017		Approved:	Sept 26, 2017	RAB
Revision 5:	August, 15, 2016		Approved:	Sept 27, 2016	RAB
Revision 4:	September 23, 2014		Approved:	November 19, 2014	SARA
Revision 3:	August 14, 2012		Approved:	AGM April 14, 2012	BMT
Revision 2:	March 10, 2011		Approved:	AGM April 09, 2011	BMT
Revision 1:	March 23, 2010		Approved:	AGM April 17, 2010	BMT
Draft:	July 25, 2004		Approved:	BGL September 2, 2004	SGV

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1. OVERVIEW

10 League Name

The name of the Ringette League shall be the **Black Gold League** (BGL).

11 Governance

In addition to the information contained in this manual, the League shall operate in accordance with the rules, regulations, procedures, and bylaws of:

- Zone 5 Ringette (Zone 5)
- Ringette Alberta (RAB)
- Ringette Canada

In the case of discrepancy between the information herein contained and that of a higher governing body, the directives of the latter shall apply. The Bylaws of Zone 5 Ringette are hereafter referred to as **The Bylaws**.

12 League Management

The League is managed by the BGL Members.

13 Amendment

This manual may be amended at:

- The Annual General Meeting; or
- A meeting of the BGL Membership; or
- Any time to correct discrepancies between the information herein contained and that of a governing body.

14 Mandate

The Black Gold League has been formed for the purposes of:

- Providing a League to allow Ringette Teams to compete with each other;
- Providing tiering levels to ensure a fair and competitive level of play;
- Promoting sportsmanship and fair-play amongst the Players, Teams, and fans;
- Encouraging individual Players, Coaches, and Referees to improve their skills through competition; and
- Encouraging the growth of the sport of Ringette.

15 Scope

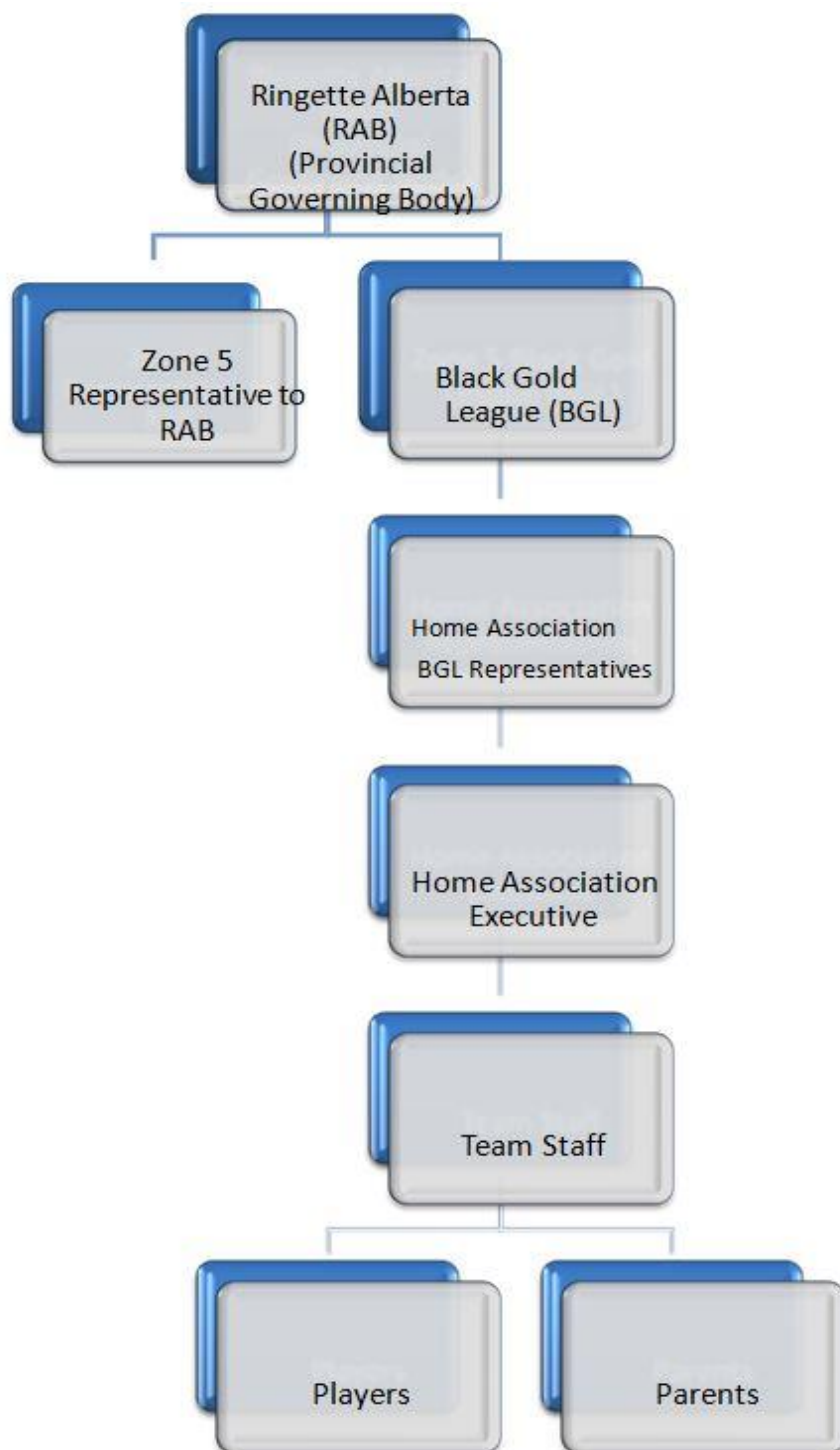
The information herein contained applies to Teams scheduled to play in the Black Gold League.

16 Calendar and References

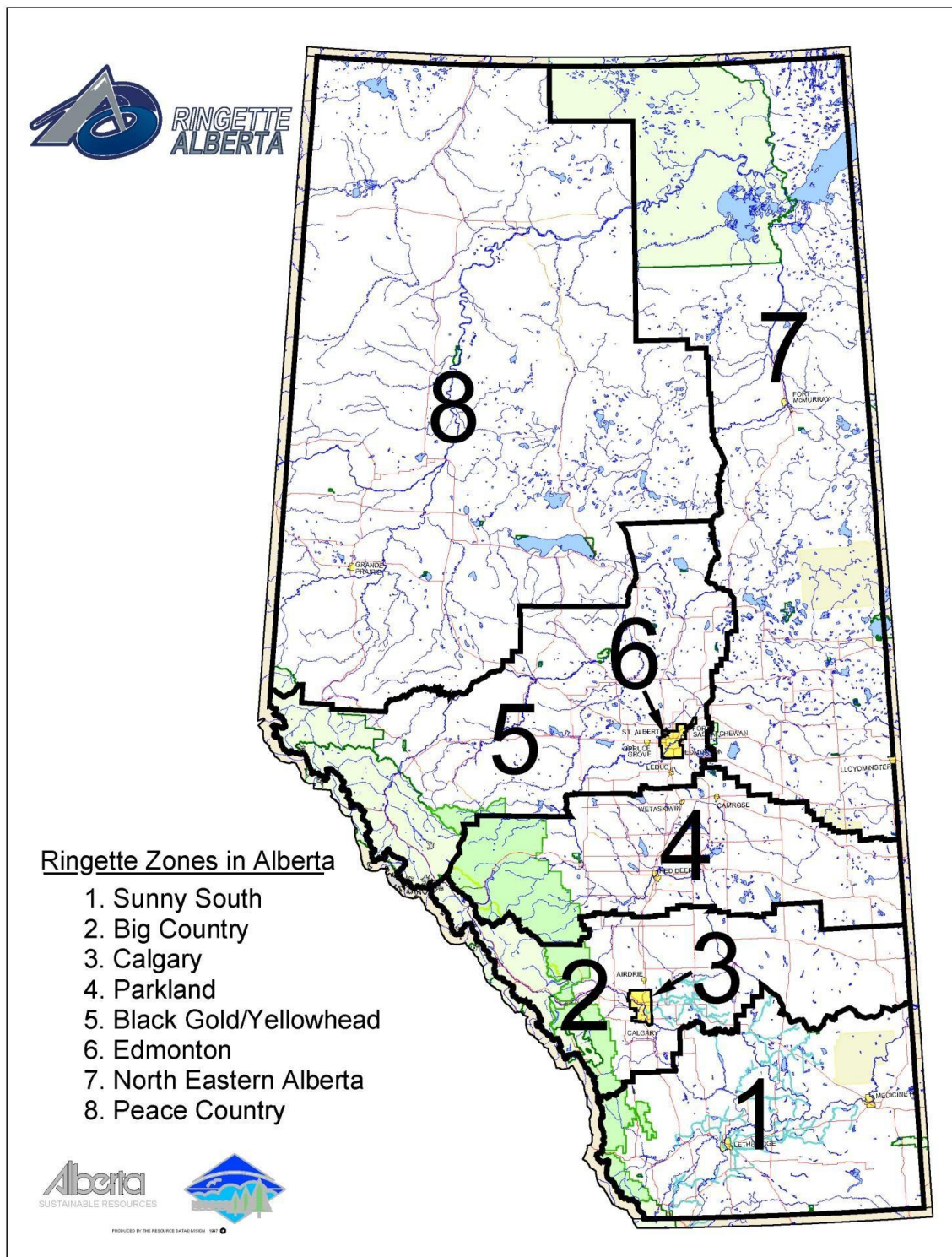
BGL produces a Calendar identifying several key dates (See website). These key dates are assigned

an identifier of the form {tn} where t identifies the type of date and n is a sequential number. For example, the Schedule for the 1st Session is distributed on the Critical Date identified by C5 in the Calendar, so references to it would be shown as {C5}.

2. LINE OF COMMUNICATION FLOWCHART



3. RINGETTE ZONES OF ALBERTA



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4. DEFINITIONS AND INTERPRETATION

401 Overview

There are several terms defined in the Bylaws that are applicable to this manual as well.

402 Association

Association is a Community Ringette Association that is recognized by Ringette Alberta and accepted within the Black Gold League (BGL).

403 Black Gold League (BGL):

Black Gold League is comprised of Ringette Associations from Provincial Sport Zones 4, 5, 6, 7, and 8 of Central and Northern Alberta.

404 Member

Member is a person who is a(an):

- Association Representative to the BGL;
- Individual Team(s) that are not part of an Association;
- Elected to a BGL Executive position; or
- Appointed by The Executive to fulfill an administrative or operational role for Black Gold League.

405 The Executive

The Executive shall mean Members elected or appointed to BGL Executive positions. This shall include:

- a) The following elected officers, at least (3) three of which must be Members of Zone 5 Associations:
 - President;
 - Vice President;
 - Secretary;
 - Treasurer;
 - Zone 5 Representative to Ringette Alberta (RAB)
- b) Persons appointed to the following roles, at least (2) two of which must be Members of Zone 5 Associations:
 - BGL Referee-in-Chief;
 - BGL Statistician;
 - BGL Scheduler; and
 - BGL webmaster
- c) The BGL may appoint the Past President to a position for a period not to exceed two years in order to effect a successful transition within the BGL. The Past President is a member within the definition of Section 300 of the BGL Bylaws.

406 Association Representative

Association Representative(s) is an individual identified by their home Association as specified in Section 5 to a maximum of 2 representatives per association. Substitutions are not permitted.

407 Player

Player shall mean each individual who plays Ringette and has been registered with Ringette Alberta as a Player.

408 Team

Team shall mean a Ringette Team that has been registered with Ringette Alberta and has been accepted into the Black Gold League.

409 Annual General Meeting (AGM)

Annual General Meeting refers to the Annual General Meeting of the BGL Members.

410 Executive Meeting

Executive Meeting shall mean a meeting of The Executive.

411 Committee

Committee shall mean the Members who have been assigned special duties by The Executive.

412 Committee Meeting

Committee Meeting shall mean a meeting of a Committee.

413 Meeting

Meeting shall mean a meeting of the Members that is not the Annual General Meeting, an Executive Meeting or a Committee Meeting.

414 Resolution

Resolution shall mean a motion that was moved and seconded.

415 Special Resolution

Special Resolution shall mean a resolution for which at least ten (10) days Due Notice has been given specifying the intention of the resolution. A Special Resolution can be voted upon only at a Meeting or the Annual General Meeting. A Special Resolution requires a 75% majority of those present to be passed.

416 Due Notice

Due Notice means that sufficient information about the item or event has been given through at least one of the following media:

- Electronic Mail (e-mail) to appropriate individuals;
- The BGL Calendar;
- The BGL Website;
- Written letter to appropriate individuals.

The website shall be the preferred method.

417 **In Writing**

In writing shall mean electronic, hardcopy, handwritten, or typewritten.

418 **Affairs Categorization**

There are two types of affairs managed by the Members:

A) **Black Gold League Affairs**

These are affairs pertinent to the operation of the Black Gold League.

B) **Zone 5 Affairs**

These are affairs pertinent to the operation of Zone 5 as an entity recognized by Ringette Alberta (i.e., Alberta Winter Games, etc.)

419 **Central Region**

Central Region refers to a roughly square area with Edmonton in the center and ranging from Legal in the north to Leduc in the south and Fort Saskatchewan in the east to Spruce Grove in the west. This includes but not limited to the following associations:

- St. Albert
- Spruce Grove
- Leduc
- Beaumont
- Sherwood Park
- Fort Saskatchewan
- Edmonton

420 **Scheduled League Game**

Scheduled League Game means any game that has been arranged by BGL – Regular Season, Playoff, or Exhibition. Tournament games are not considered Scheduled League Games.

421 **Playoff Game**

Playoff Game means any game that has been arranged by BGL to determine BGL Pool Champion.

422 **Official Game Report**

Official Game Report, also known as Game Sheet, available from Ringette Alberta, means the official document recording the progress and outcome of a ringette game.

423 **Official's Game Report**

Official's Game Report refers to the game report filed by the On-Ice Officials (i.e.: Referee) outlining an incident or reportable offence during the game.

424 Out of Town Tournament

Out of Town Tournament means any tournament that a team attends which is 100km or more from their home community as specified in the Distance Chart (*Appendix D*).

425 Double Header

Double Header means a series of two or more games played by the same team on the same day in one community.

426 Association Not in Good Standing

Association Not in Good Standing is one who has payments in the form of fines, dues or other levies to Black Gold League that are overdue. This includes but is not limited to performance bonds, annual team membership fees, and fines levied against an Association within the current or previous season.

Individual teams that are not represented by an Association are considered Members on their own right as a whole.

427 BGL Discipline Committee

The BGL Discipline Committee shall be comprised of at least three (3) BGL Executive members including the Vice President, who shall be the chairperson. The Vice President may call upon other Members as necessary.

428 Protest, Grievance, and Appeal Committee

The Protests, Grievances, and Appeals Committee shall be comprised of at least (3) three BGL Executive members including the Vice President, who shall be the chairperson. The Vice President may call upon other Members as necessary.

429 Division

A grouping of teams established by Ringette Alberta based on birth-year eligibility or skill development to facilitate competitive play.(i.e. U12, U14 etc.)

430 Levels

A grouping of like-skilled teams within a Division intended to facilitate competitive play and player development. (i.e. AA, A, B, C, Step 1,2,3)

431 Pools

A grouping of teams within Divisions, established by the BGL to facilitate competitive play. (i.e. Black, Gold, White, Silver)

432 Officials

Officials are categorized into:

- On-Ice Officials; and
- Off-Ice Minor Officials

433 On-Ice Officials (a.k.a. Referee)

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On-Ice Officials are person(s) participating on-ice during a game (exhibition, scheduled, tournament, or playdown / playoff) for the purpose of enforcement of the rules of the game.

434 Off-Ice Minor Officials

Off-Ice Minor Officials are the scorekeeper, timekeeper, and shot clock operator during a game (exhibition, scheduled, tournament, or playdown / playoff) for the purpose of recording the ruling of the On-Ice Officials and operation of timing devices.

435 Northern Alberta Ringette Referees Association (NARRA2)

The Association of Officials hired by the BGL for the assignment of qualified On-Ice Officials; as determined by the Members of the BGL.

436 Evaluator

A person certified by Ringette Canada and assigned by NARRA or an Association to assess and provide feedback to On-Ice Officials regarding their performance during a game

437 Mentor

An experienced Official assigned by NARRA or an Association to mentor new or developing On-Ice Officials on and off the ice.

438 Long Term Athletic Development (LTAD)

From Ringette Canada:

- LTAD is a training, competition, and recovery framework for individuals at all stages of life.
- LTAD offers equal opportunity for participation and recreation.
- LTAD is athlete centered, coach driven and supported by officials, administrators, parents, sport medicine, sport sciences and sponsors.
- LTAD focuses on the general framework of athlete development with special reference to growth, maturation, and development.
- LTAD is a framework for full sport system alignment in Canada, integrating health and education with sport and physical activity.

LTAD is a framework for the optimal development of athletes of all ages, interests and abilities. It provides a structure for program structure and design at the national, provincial community and club levels. The LTAD framework identifies specific athlete needs and therefore influences coach education programs. It ensures that all participants have the opportunity to reach their potential and that Canada is continually represented on World podiums.

Wherever possible, BGL will strive to design its league and make decisions which align with LTAD principles.

5. CODE OF CONDUCT

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501 Overview

BGL supports the concept of **Zero Tolerance**. This section describes what is expected of **all** Members and Players

502 Privilege of Being in BGL

Membership and participation in the League are **privileges**, not **rights**. **All** Members and Players shall abide by the Bylaws, this Manual, and any similar documents set forth by Ringette Canada and/or Ringette Alberta.

503 Respecting Individuals

All Members and Players shall respect **all** Members, Players, parents, Officials/Referees, fans, Team Staff, volunteers and representatives of the Association and BGL as well as any entity (Association, Society, Ringette Alberta, et cetera.) that BGL represents or is represented by. Any inappropriate conduct, threats, harassment or abuse (including the use of profanity) directed at such individuals or groups **will not be tolerated**.

504 Respecting The Game

All Members, Players, and fans of BGL shall respect the game of Ringette and shall behave in a manner so as not to make a travesty of the game.

505 Obnoxious or Inappropriate Behaviour

The League will not tolerate loud, obscene, abusive, obnoxious or inappropriate behaviour by Team Staff, Players, parents, or fans by any means whether electronic or person to person. Such behaviour will result in disciplinary action.

506 Team Dressing Rooms

Parents and fans are not permitted in the dressing rooms except, as expressly permitted by the respective Team Staff.

507 Officials/Referee Dressing Rooms

Officials shall respect the privacy/sensitivities of other officials, when occupying the same room regardless of age, familiarity, or relation. This includes, but is not limited to, dressing in the presence of officials of the opposite gender and the use of offensive language.

508 Potential Action

Should any conduct that is deemed contrary to the provision of the Code of Conduct, as defined by these policies, require disciplinary action, then a Protest, Grievance or Appeal Form (*Appendix A*) shall be completed and submitted (*Section 17*) for review to the BGL Discipline Committee. Potential action may include a reprimand or a fine (*Appendix B*) to the offending Association; or may result in suspension or expulsion from the BGL.

6. BGL RESPONSIBILITIES

601 Overview

This section specifies the responsibilities that The Executive has regarding *Black Gold League Affairs*.

602 Membership Fee

The Executive shall set the Membership Fee at the Season Start-Up meeting of each season {M1}. The fee is payable by Associations and is based on the number of Teams an Association is registering with BGL.

Fees are due in full by meeting {M2} and entitle the Association to membership rights regarding the Zone 5 and Black Gold League Affairs.

All fees (*Appendix B*) collected by BGL are managed by the BGL Treasurer.

603 Fines

As defined in Appendix B of BGL Operations Appendices, fines will be levied as necessary to ensure compliance with BGL Operations. The Executive shall set Fines prior to the Season Start-up Meeting{M1}.

All fines which have been levied and either not appealed or successfully upheld from the previous season are due in full by meeting {M2}. Failure to pay at this meeting will leave the Association not in good standing, (no teams will be scheduled in BGL league play).

All fines collected by BGL are managed by the BGL Treasurer.

604 Performance Bond Amount (see also 901)

The Executive shall set the Performance Bond prior to the Season Start-Up meeting.

The Performance Bond is (1) one amount per Association, regardless of the number of Teams that Association enters into the League. All Performance Bonds collected are managed by the BGL Treasurer. All Performance Bonds, if not used, are carried over to the next season.

605 President

The additional duties of the President include, but are not necessarily limited to:

- a. Be the Executive Officer of both BGL and Zone 5;
- b. Preside as Chair at all Meetings;
- c. Exercise general supervision over the Affairs of both BGL and Zone 5;
- d. Ensure that all directives and resolutions resulting from Meetings are carried into effect;
- e. Be an ex-officio of all Committees
- f. Be a signing authority; and
- g. Assist (or fulfill the role of) the Vice President in additional duties they have.

606 Vice President

The additional duties of the Vice President include, but are not necessarily limited to:

- a. In the absence of the President, perform the duties and exercise the powers of the President;
- b. Carry out duties as requested by the President;
- c. Act as interim President should the President resign or be removed until the next Meeting called to elect or appoint a new President;
- d. Be a signing authority;
- e. Render decisions regarding Postponed games;
- f. Render decisions regarding forfeited games;
- g. Render decisions regarding the provision of Shot Clocks;
- h. Render decisions regarding games for which no Referees were present;
- i. Receive submitted Protests, Grievances, and Appeals forms;
- j. Be a member of Protests, Grievances, or Appeals Committee as required;
- k. Liaise with Team Staff regarding serving of suspensions;

607 Past President

The duties of the Past President include, but are not necessarily limited to:

- a. Carry out duties as requested by the President or Vice President; and
- b. Provide advice and leadership to The Executive regarding past practices and other matters to assist in governing both BGL and Zone 5

608 Treasurer

The additional duties of the Treasurer include, but are not necessarily limited to:

- a. Receive all money paid to BGL and be responsible for the deposit of that money in whatever bank, trust company, credit union, or treasury branch account The Executive may order;
- b. Be a signing authority of the BGL bank account together with the President or Vice President;
- c. Properly account for all funds of BGL and keep such books and records as may be directed;
- d. Pay all legitimate bills received by BGL;
- e. Prepare budgets yearly or as required by the President;
- f. Supply a report on the financial status of the League at all BGL Meetings;
- g. Make the financial records available at the AGM or as directed by the President for any Member to view;
- h. Prepare/arrange statements for financial auditing or review;
- i. Be a member of Protests, Grievances, or Appeals Committee as required; and
- j. Purchase and distribute medals as required.

609 Secretary

The additional duties of the Secretary include, but are not necessarily limited to:

- a. Attend all Meetings, Executive Meetings, and the Annual General Meeting and record accurate minutes of those meetings;
- b. Ensure that Due Notice is given for all Meetings, Executive Meetings, and the Annual General Meeting as required;
- c. Maintain files and records appropriate for the operation of both BGL and Zone 5;

- d. Inform The Executive and Members of the time, location, and place of meetings of all types, giving Due Notice as appropriate;
- e. Secure facilities for BGL Scheduled Meetings (including telecommunication options);
- f. Be a member of Protests, Grievances, or Appeals Committee as required.

610 Representative to Ringette Alberta

The additional duties of the Representative to Ringette Alberta include, but are not necessarily limited to:

- a. Liaise between and resolve issues brought forward from both BGL and Zone 5 to Ringette Alberta and those brought down from Ringette Alberta to both BGL and Zone 5;
- b. Process Player Releases according to the rules of Ringette Alberta;
- c. Attend Board and Annual General Meetings of Ringette Alberta when practical;

611 BGL Referee-In-Chief

The additional duties of the BGL Referee-In-Chief include, but are not necessarily limited to:

- a. Mediate any disputes regarding Officiating;
- b. Preside over a meeting to discuss Officiating objectives for the season;
- c. Render decisions regarding inability of Home Teams to provide qualified Officials;
- d. Be a member of Protests, Grievances, or Appeals Committee as required;
- e. Be a liaison between the BGL Executive and NARRA;
- f. Ensure Officials know which League rules and policies they are required to know and administer;
and
- g. Support NARRA/BGL initiatives to develop Officials

In the absence of the BGL Referee-In-Chief, or if the role is vacant, the BGL Executive may ask the NAARA President to fill the position on an “as-needed” basis.

612 BGL Statistician

The additional duties of the BGL Statistician include, but are not necessarily limited to:

- a. Collect game scores;
- b. Maintains Standings as appropriate;
- c. Be a member of Protests, Grievances, or Appeals Committee as required; and
- d. Notify the BGL Vice President of non-reported games.

613 BGL Scheduler

The additional duties of the BGL Scheduler include, but are not necessarily limited to:

- a. Provide a template for and collect ice slot information from Association Ice Allocators;
- b. Create Session Schedules according to the guidelines;
- c. Be a member of Protests, Grievances, or Appeals Committee as required;

NOTE: All correspondence with the BGL Scheduler is via email:
scheduler@blackgoldleague.com

614 BGL Playoff Scheduler

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The duties of the U10 BGL Playoff Scheduler include, but are not necessarily limited to:

- a. Provide a template for and collect ice slot information from Association Ice Allocators for U10 Division playoffs by {C13} as shown on the BGL Calendar (*Appendix F*);
- b. Create Playoff Schedules according to the guidelines (*Sections 17*);
- c. Be a member of Protests, Grievances, or Appeals Committee as required;

NOTE: All correspondence with the BGL U10 Division Playoff Scheduler is via email.

scheduler@blackgoldleague.com

7. ASSOCIATION RESPONSIBILITIES

701 Overview

This section specifies the responsibilities that Associations have regarding Black Gold League Affairs.

702 Association Presidents

The duties of the Association President include, but are not necessarily limited to:

- a. Identification of who the Association's Representatives will be for the Season;
- b. Sign Protests, Grievances, and Appeals forms submitted by the Association or component thereof;

703 Association Representatives (see 405)

Each Association shall have the right to appoint (2) two representative and (1) one alternate representative; all of which will have their identity and authority presented to The Executive in writing {C1}. The Association must be in good standing in order to cast a maximum of two (2) vote(s); one (1) per Association Representative.

The duties of the Association Representatives to the BGL include, but are not necessarily limited to:

- a. Provide to the BGL Scheduler the contact information (see point b below for content) for the Association's Ice Allocator by {C1}.
- b. Provide to the BGL Secretary **and** the BGL Scheduler by meeting {M1}, a list of contact information for the Association's:
 - i. Executive
 - ii. Representatives
 - iii. Referee-In-Chief/Referee Allocator
 - iv. Statistician
 - v. Coaches / Team Staff Required by C4}.

The contact information should include:

- i. Name;
 - ii. Email Address;
 - iii. Home Phone Number;
 - iv. Cell Phone Number;
 - v. Work Phone Number.
- c. Provide to the BGL Secretary **and** the BGL Scheduler by meeting {M2}, a list of all Teams the

- Association will enter into the Black Gold League (*Sections 6, 8,9, and 12*);
- d. Submit payment for the Membership Fee (*Section 6*) by meeting **{M2}** to the BGL Treasurer;
 - e. Submit any Retreats or Advances by the required dates (*Section 9*);
 - f. Inform the BGL Scheduler of any Tournaments being hosted by the Association (*Section 11*);
 - g. Ensure that Small Nets and Shot Clocks are present as required (*Section 14*);
 - h. May be members of Protests, Grievances, and Appeals committees as required (*Section 17*);
 - i. Deliver the white copies of any Home games to the BGL Vice President as requested (*Section 14*);
 - j. Attend Meetings as scheduled by the BGL; and
 - k. Vote on matters brought forth at BGL Meetings as per Bylaws.

704 Association Referee-In-Chief / Referee Allocator

The duties of the Association Referee-In-Chief / Referee Allocator include, but are not necessarily limited to:

- a. Attend the season Start-Up Officials/Referee Meeting;
- b. Schedule qualified Referees for Scheduled League Home games that are not scheduled by NARRA as defined by BGL (*Sections 11,15 and 19*);
- c. Schedule Officials as requested by the BGL Scheduler for special scheduling scenarios (*Section 12*);
- d. Liaise with the BGL Referee-In-Chief regarding absences of officials relevant to the Association;
- e. Participate in the processes regarding the handling of Misconduct or Match Penalties (*Section 16*);
- f. Ensure Officials know which League rules and policies they are required to know and administer; and
- g. Support NARRA initiatives to develop Officials.

705 Association Ice Allocators

The duties of the Association Ice Allocator include, but are not necessarily limited to:

- a. Have access to a computer capable of interpreting spreadsheets created in Microsoft Excel and email;
- b. Provide appropriate and sufficient ice slots to the BGL Scheduler (*Section 10*);
- c. Liaise with the BGL Scheduler regarding suggested Slot Swaps (*Section 12*);
- d. Liaise with the BGL Scheduler regarding Mini-Tournament or Special Scheduling (*Section 12*);
- e. Distribute BGL Schedules (as provided by the BGL Scheduler) to Association Teams; and
- f. Rescheduling of games as necessary (*Section 14*).

706 Association Statistician

The duties of the Association Statistician include, but are not necessarily limited to:

- a. Collect Game Sheets from all games of the Association Teams;
- b. Submit game scores of all games to the BGL Statistician (*Section 14*);

707 Association Teams

The duties of the Association Teams (or representatives thereof) include, but are not necessarily limited to:

- c. Ensure that appropriate notification is given for games that must be postponed (*Section 14*);
- d. Ensure that all BGL Scheduled Games are played prior to Provincial Championships or BGL Playoffs;
- e. Provide people to “work the box” for all Home games (*Section 14*);
- f. Submit Official Game Reports to the Association Statistician (*Section 14*);

8. LEAGUE STRUCTURE

801 Overview

The Black Gold League is made up of Teams that are assigned to Pools within Levels within Divisions. In some cases, a Division may contain only one Level and only one Pool. In other cases, there could be several Pools at a particular Level in a Division. The Pools to start the season are determined by The Members at meeting {M2}, or by the Executive by a process approved by the members. (e.g. Universal Athlete Assessment scores)

The schedule for the Black Gold League is divided into (2) two *Sessions* (*Section 11*). Near the end of the 1st Session, the Members may decide to change the ways the Pools are set up. The purpose of “Re-pooling” is to create balance within the Pools. Re-pooling may also occur if there are any Retreats or Advancements (*Section 9*).

Traditionally, the following have been true but may not necessarily be so for a given season:

- Associations place their Teams in the Division and Level where they believe the Teams will be competitive. For example, a strong U14B Team may choose to play at the U14A Level.
- U14AA Teams participate in the U16A Pool(s) at the discretion of the Members;
- U16AA Teams participate in the U19 Pool(s); at the discretion of the Members
- Pools within Levels are named Black, Gold, White, and Silver; Black being ranked higher, then Gold, then White, then Silver.

802 Divisions

The Black Gold League Divisions are as per Ringette Alberta Operating Procedures.

803 Levels

The Black Gold League Levels within Divisions are as per Ringette Alberta Operating Procedures. Teams will be assigned to levels by either:

- a) declaration by Associations or if applicable;
- b) Ringette Alberta, using UAA scores

804 Pools

BGL will create Pools within Levels within Divisions as numbers warrant and name them:

- a) Black
- b) Gold
- c) White
- d) Silver

In the case where Divisions or Levels that have only one Pool, the Pool will not be assigned a colour name (e.g., U14A). In U10,U12 and U14, RAB UAA scores will be used to divide teams into different skilled pools.

In the 1st Session, no Pool will contain more than (15) fifteen Teams at the same Level. After Re-pooling, Pools will contain no more than (11) eleven Teams at the same Level.

Note that in some cases, a Pool contains Teams from different Levels and/or Divisions. In these cases, the number of Teams in the Pool is not bound by the above mentioned Team counts. For example, a U16A Pool may facilitate play between U14AA, U16A, and U19B Teams.

805 **Re-pooling (also see Section 13)**

Near the end of the 1st Session, Members meet **{M3}** to determine if realignment of the Pools and Levels is required. Factors taken into consideration include, but are not necessarily limited to:

- Results of games played in the 1st Session;
- Retreats or Advances (*Section 9*);
- Entry of new Teams into BGL;
- Withdrawal of existing Teams from BGL.

If multiple Pools were created in the 1st Session for a given level, re-pooling **will** occur for that level to ensure competitive play and/or to maximize the number of opponents. Also, it is in these Divisions where the greatest skill disparity exists.

NOTE: Associations **must** ensure that the BGL Statistician has received **all** game results for BGL Scheduled Games up to and including the weekend before the specified date **{C10}**.

806 **Number Of Games - See 1103**

807 **Playoffs/Playdowns**

Playoffs/Playdowns for all tiered Divisions (U12 to U19) are set and administered by Ringette Alberta.

BGL will be responsible for scheduling playoffs for the U10 Division Step 2 and Step 3 Teams. (U10 Step 1 teams do not participate in playoffs.) All teams (U10 S2 and S3) participate in Playoffs to determine a champion of each pool (Section 19). Usually, the pools are those defined for the 2nd session of play.

808 **Medals**

For U10 medal presentation see Section 19.

For U12-U19, Ringette Alberta handles playdowns and provincials, and any awards/medals.

9. **PLAYERS AND TEAMS**

901 **Overview**

To fulfill the Mandate, BGL institutes principles and rules regarding Players and Teams. These principles and rules are not intended to encumber Players or Teams but rather to ensure that the fair and competitive nature of Ringette is maintained.

902 **Performance Bond**

The Performance Bond is a single amount per Association, regardless of the number of Teams that the Association enters into BGL. All Performance Bonds, if not used, are carried over to the next season. However, after the Season is complete (including Playoffs/Playdowns), the Association may request, by April 30th, return of the Performance Bond provided it has not been forfeited.

The Performance Bond is forfeited for reasons including, but not necessarily limited to:

- Withdrawal of any of an Association's Teams from the League after the Season starts;
- Suspension of any of an Association's Teams from the League;
- Cover outstanding fines to any teams within the association;
- Any other reason deemed appropriate as determined by The Executive at a Meeting or the Annual General Meeting.

903 **Registering Teams With The BGL**

To be accepted into the BGL a Team must:

- a. Register with the League by the date **{M2}** in a Division and Level where the Team believes they will be competitive and least likely to Retreat or Advance;
- b. Register with the League in accordance with Ringette Alberta's Tiering Policy/Formula;
- c. Have paid any applicable fees (*Section 4*);
- d. Be properly registered with Ringette Alberta; and
- e. Accept conditions set by the BGL Membership

904 **Retreats and Advances**

For session 2, Association Representative may request their Team(s) be moved to a different Pool within the same or different Level or Division. Requests for movement within the League must be received by the specified deadline **{C8}**. These team advancement and retreat requests are dealt with at the Re-pooling Meeting **{M4}** (*Section 13*).

All Advances and Retreats shall be consistent with Section 8 of the Ringette Alberta Policy. It is the responsibility of Member Associations and their BGL Representatives to follow the policy for the purposes of Re-pooling. Those teams advanced within League play will remain at that level of competition for the purposes of Provincial Championship Play.

All leagues are required to submit a report to Ringette Alberta of teams that have been advanced for league play by December 20th of the current playing year.

It is therefore strongly recommended that Associations do their best to place their Teams where the Association believes they belong to minimize the need for Retreats or Advances.

Advances and retreats for BGL session 2 league play are handled at {M3} Repooling Meeting. See section 1305.

905 Player Affiliation

League play will adhere to Ringette Alberta Affiliation Policy 5.0.

906 Player and Team Mobility

Lateral, upward, or downward mobility of a Player or Team by age category or tier, during tournament play (regardless of location), shall in no way affect the eligibility or listing or registration of the Player or the Team during Regular Season play. Player and Team mobility shall be consistent with all applicable Ringette Alberta Policy.

907 Team Staff Policy

All Teams involved in BGL Scheduled Games shall follow Ringette Alberta's Team Staff Policy – 10.0. This requires that all teams have a certified female coach/assistant coach. Under certain circumstances, team staff may not be available to attend all games, thus absence of a female coach is acceptable provided proper documentation for the absence is retained and provided if requested by BGL. (See RAB policy 10.4.8). All staff present on the bench must be listed on the game sheet.

It is unacceptable to replace a female coach with a non-certified replacement (i.e. bench mom). Consequences for having non-certified staff on the bench include fines and loss of the game. See RAB Policy 10.4.9

908 Male Players

At this time, for all age divisions, male players do not require BGL nor RAB approval. Any competitive issues will be addressed using overage/advance/retreat/discipline processes.

909 Overage Players

All Teams involved in BGL Scheduled Games shall follow the Ringette Alberta guidelines for age levels for players on teams. Associations are required to notify The Executive of any expected overage players on their teams at the Season Start-Up Meeting **{M1}**, the Division and Pooling meeting **{M2}**, and/or the **Re-pooling Meeting {M3}**. The Executive may give tentative approval, or deny the request at one of these meetings.

Determination will be made by The Executive at the Re-pooling Meeting **{M3}** of the player's eligibility to continue in league play. Requests for over age players must be accompanied by:

- A fully completed Team Profile Form (*Appendix C*) for all games played by the team up to the Request deadline date **{C8}**;
- Player Request Form (*Appendix A*); and
- Official Game Reports in accordance with Appendix C

NOTE:

Should any Ringette Alberta Policy also apply, that policy shall be followed.

10. ICE SLOTS SUBMITTED TO BGL FOR GAMES

1001 **Overview**

Games for the League are played in ice slots provided by the Associations. Associations provide slots for their Teams to play home games in. The BGL Scheduler will email each Association Ice Allocator a template for identifying ice slots. The template will also be available from the BGL Website (www.blackgoldleague.com). Association Ice Allocators must submit their ice slots in accordance with the template to the BGL Scheduler for each Session by the specified dates {C2} and {C7}. Should the associations not submit the ice in the correct format a fine will be issued as per Appendix B

Note that ice slot usage for game scheduling is at the discretion of the BGL Scheduler – Associations normally do not specify how or for which games the slots are used.

1002 **Number Of Slots**

At a minimum, each Association must provide for each Session enough slots for each of their Teams to play the required number of home games. The number of home games required depends on when the Session split occurs and the Division the Teams play in.

Consider the following example of 8 games in the 2nd Session (which implies that each team has 4 home games):

Association's Teams	Minimum Ice Slots
6 U10	24
3 U12C	12
4 U12B	16
3 U12A	12
2 U14B	8
1 U14A	4
1 U14AA	4
2 U16B	8
1 U16A	4
1 U16AA	4
1 U19	4
	100

In this example, the **minimum** number of slots that the Association would have to provide would be 100. However, if every Associate provided only the minimum, it would be virtually impossible to create an equitable schedule for all Teams. It is also quite likely that all games that would need to be played **could not** be scheduled. Therefore,

- ***Associations should provide as many ice slots as possible for initial game scheduling.***
- ***At a minimum, association ice allocators must provide 1.5x the number of slots required. (i.e. for 10 homes games submit 15 appropriate ice slots) If this is not possible for any reason,***

proper notification must be provided to both the BGL scheduler and president. Fines per Appendix B may be levied if the above is not followed.

The time it takes to create a schedule is reasonable and all slots not used for games are returned to the Association Ice Allocator when the Session Schedule is issued.

1003 **Slot Days**

Historically, many were accustomed to practicing during the week and playing games on the weekend. While this may seem like a good idea, it creates problems from a scheduling perspective which include but are not necessarily limited to:

- Scheduling bottlenecks, especially when Associations within the same Division provide ice for only one day of the week;
- Difficulties scheduling games when a fair amount of travel is involved;
- Rescheduling around weekend tournaments

It has been proven that the more variability there is in the days that ice slots fall on, the more favourable the schedule turns out for everyone. For this reason,

Associations in the Central Region or those in close proximity to other Teams at the same Level should provide as many weeknight ice slots as possible for game scheduling.

Doing so leaves weekends for travel and/or tournaments and reduces the likelihood of more than one game being scheduled (out of necessity) on a weekend day for a given Team. Note however, that U9 and U10 Teams do not normally play on weeknights.

1004 **Slot Duration**

Associations must provide slots of duration appropriate for the Divisions that their Teams **play** in (not necessarily the Divisions the Teams are registered at with Ringette Alberta).

Division	Slot Duration	
	Minimum	Maximum
U10, U12	60 Minutes	60 Minutes
U14 A and B	60 Minutes	75 Minutes
U14AA (usually play in the U16A Division), U16, U19	75 Minutes	75 Minutes

In the example in **1001**, the Association would provide a minimum of 100 slots that are 60 minutes long, a minimum of 15 slots that are 60 or 75 minutes long, and a minimum of 30 slots that are 75 minutes long.

1005 **Slot Times**

All ice submissions must follow the guidelines in Sections 1103, 1104 and 1105, in reference to suitability of ice for respective teams within the Association, particularly with regards to travel and preparation

time.

When calculating appropriate times for game slots, travel time plus preparation time (45 min.) and undressing (15 min.) time will be taken into account.

For example if a 75 minute slot starting at 7:30am is provided for a Saturday or Sunday morning, only U16 and U19 teams with a travel time of *45 minutes* or less could be scheduled to play in that slot (to allow for departure at 6h00, and 45 minutes of preparation time)

Game reschedule requests due to a team's interpretation of the slot being "too early" are not valid reasons for a reschedule request if the above timelines are met

11. SCHEDULING GUIDELINES

1001 Overview

The schedule for League play is a cooperative effort between the BGL Scheduler and Association Ice Allocators. It is created in two parts to define game play for each of the two Sessions. The schedule for the 1st Session is usually created and distributed in early October {C5,C6}. The schedule for the 2nd Session is distributed near the end of the 1st Session {C11}.

The scheduling process is designed to be equitable for all Teams in the BGL. The process takes into account the constraints described in this Section, special requests put forth by Associations, and other considerations that maximize fairness for all Teams. In addition, several checkpoints are put in place to minimize errors or inconsistencies.

There is no exhibition season. Absence of an exhibition season does not preclude Association/Teams from arranging their own games with opponents of their choice.

1002 Objectives

The objectives of the Scheduling process are as follows:

- Maximize the number of different opponents that Teams have by inviting other Zones to enter Teams into the League;
- Maximize the number of games between Association Teams to ensure credibility in the rankings for Playoffs Hosted by Ringette Alberta for available position in Provincial Championships.

While some of these objectives may appear contradictory, it is possible to create an equitable schedule that serves both the competitiveness that Teams desire in their quest for Provincial titles as well as supporting Ringette in the area and throughout the Province.

1003 Sessions

To account for potential Pool adjustments, the Schedule is broken into two Sessions. Each Session is divided into more or less seven-day periods (weeks) usually running from Tuesday through to the following Monday, but can vary at the end-points of each Session. To ensure an equal number of games designated as Home and Away, each Session will have an even number of games per Team.

The 1st Session is based on the Divisions/Levels/ Pools set up at the beginning of the year {M1} and an accompanying schedule {C5/C6}. Upon completion of any Pool realignments “Re-pooling” {M3}, the schedule for the 2nd Session is created {C11}.

1004 **Number of Games**

To account for the differing needs of each division, the number of league games will vary by division.

2018-2019:	<u>Session 1</u>	<u>Session 2</u>
U10:	6 games	8 games
U12:	8 games *	8 games
U14A/B:	8 games *	8 games
U16,U19:	8 games *	8 games
AA	6 games	8 games

* Minimum 6 games before repooling, up to 2 games between repooling and session 2.

Notwithstanding the above, the Membership, with advice from the BGL executive, shall determine the number of games per session at the beginning of the season. Due to dates for provincial playdowns, Alberta Winter Games, etc, which change year to year, and alignment with policies and procedures of 123 League and Ringette Alberta, the above general structure may need adjustment yearly.

1005 **Weekend Games**

Weekend means Friday 18h00 through Sunday 18h00. As in section 1105, Sunday after 18h00 will be treated as a weeknight for scheduling purposes. While availability of ice may prevent conformance, Weekend Games will be scheduled such that:

- a. The visiting Team for all Divisions will not be required to leave their home community before 17h00 on Friday and 06h00 on Saturday and Sunday. When calculating this, travel time plus 45 minutes of preparation/dressing time will be used.
- b. Teams are able to arrive home no later than the times listed in the following chart: When calculating this, travel time plus 15 minutes undressing time will be used.

<u>Division</u>	<u>Latest Return Time</u>	
U10S1	9:30pm	*All games on weekends (Fri-Sun)
U10S2 &S3	9:30pm	Priority for games on weekends
U12	10:00pm	
U14	10:00pm	
U16/U19	11:00pm	

1006 **Weeknight Games**

Weeknight means Sunday 18h00 through Thursday 22h30. While availability of ice may prevent conformance, Weeknight Games will be scheduled such that:

- a. The visiting Team for all Divisions is not required to leave their home community before 17h00. When

- calculating this, travel time plus 45 minutes of preparation/dressing time will be used.
- b. Teams are able to arrive home no later than the times listed in the following chart. When calculating this, travel time plus 15 minutes undressing time will be used.

<u>Division</u>	<u>Latest Return Time</u>	
U10S1	n/a	*All games on weekends (Fri-Sun)
U10S2 & S3	9:00pm	
U12	9:30pm	
U14	10:00pm	
U16/U19	10:30pm	

2001. Game Duration

All games are 2 periods as described below:

<u>League Division</u>	<u>Slot Duration</u>	<u>Period Duration</u>
U10 / U12	60 minutes	18 minutes, Stop Time
U14A/B*	60 minutes	18 minutes, Stop Time
U14AA,U16AA	75 minutes	23 minutes, Stop Time
U16 / U19	75 minutes	23 minutes, Stop Time

- * If a U14A/B game is scheduled on a 75 minute slot, they will still play 18 minute periods.
- * U14AA should always be scheduled on 75 minute slots.

There may be situations where these specifications must be circumvented (*Section 12*).

Note that there is no Overtime in Regular Season League play.

1007 Blackout Periods for Regular Season BGL Scheduled Games

Blackout Periods are days or parts of days for which no games are scheduled for specified Teams, Pools, Levels, or Divisions.

Association Ice Allocators must submit all blackout period requests to the BGL scheduler, by {C3} for Session 1 and {C9} for session 2. They will not be accepted from individual teams.

a. Blackout periods for individual Teams. – Session 2

Requirements:

- Date(s) of the desired blackout period;
- The League assigned code for Team.
- Two (2) blackout periods per team will be accepted – all others will not be considered
- Blackout periods will only be accepted for session 2.
- May only be submitted by association ice allocators – not individual teams
- Must be submitted to the BGL Schedule Coordinator by {C9} for the 2nd Session

There is no guarantee that the request will be satisfied as the ability to satisfy the request depends on the ability to schedule required games at other times.

No team shall request more than two (2) blackout periods (three (3) for AA – see below) during one

season of play, and none will be accepted for session 1. If a team submits more than two blackout requests, only the first two will be given consideration, regardless if they are satisfied or not.

It is expected that teams will use their three(3) permitted *reschedules* (four (4) for AA) (see 1403) for conflicts in session 1, and a combination of blackout periods and reschedules for session 2.

The schedules of any AA teams playing in BGL will NOT BE automatically be blacked out during the period of any AA tournaments.

AA Teams are expected to make use of their **four (4) permitted *reschedules* (see 1403) for conflicts in session 1, and a combination of their (3) blackout periods and reschedules for session 2.**

b. **Association Blackout Periods when Hosting a Tournament**

Associations may request blackout periods for their own Teams when hosting a tournament. This will not affect the 2 blackout periods allowed per individual team.

Requirements:

- Date(s) of the tournament;
- The Divisions and Levels that will be participating in the tournament;
- The League assigned code for Team(s) that will be participating in the tournament.

Note that such requests do not affect the requirement for the Association to provide the required number of ice slots for BGL Scheduled Games

c. **Association Requested Blackout Periods for other events – (pictures, fundraising events, pep rallies, coach and official clinics.)**

Associations are permitted one (1) additional blackout date in either session for association events involving all teams, following the above format for submission. This will not affect the 2 blackout periods allowed per individual team.

12. SCHEDULE CREATION

1201 **Overview**

There are usually in excess of 100 Teams that participate within BGL. Usually, the number of games each Team plays results in over 1600 games that need to be scheduled. Needless to say, game scheduling is a complex process. The ability of the BGL Scheduler to create Schedules for each Session depends heavily on the timeliness and accuracy of information provided by Association Ice Allocators. Of equal importance are the processes followed to create an equitable schedule.

1202 **Base Data**

The accuracy and therefore usefulness of the Schedules created for each Session require that they have certain characteristics and follow certain data standards. Since much of the data regarding ice slot specification and the schedule itself if coded, it is important that the base data be accurate, current, and easily accessible to all Associations. It is the responsibility of the League Scheduler to maintain this data.

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In most cases, the base data is available on the League Website (www.blackgoldleague.com) or provided directly by the BGL Scheduler. Note that in addition to the items described below, the Distance Chart (*Appendix D*) is also considered part of the Base Data.

Entity	Description
Association	Attributes about Association used to identify or relate information about Teams, Arenas, and Ice Slots. <u>Key Elements</u> Association Name Association Code Zone to which the Association belongs Contact Information Ice Allocator Information
Arena	Identification of all of the Arenas in which home games are played. <u>Key Elements</u> Arena Name Arena Code Address Phone Number
Arena Ice Sheet	Identification of the ice sheets in Arenas with more than one. <u>Key Elements</u> Sheet Name Sheet Code
Division	The simple and static list of all Division names (U10-S1,U12 et cetera) <u>Key Elements</u> Division Name Division Code
Level	The simple and static list of all Levels within Divisions (A, B, etc.) <u>Key Elements</u> Level Code
Pool	The simple and static list of Pool names used in defining the League (Black, Gold, etc.) <u>Key Elements</u> Pool Name Pool Code

Some information is season-dependent, varying from season to season.

Entity	Description
Ice Slot	<p>The collection of all ice slots provided by the Association.</p> <p><u>Key Elements</u> Providing Association Code Home Arena Sheet Code Date Start Time Finish Time Duration In Minutes Game Number</p> <p>Note that slots to which no game has been assigned are returned to the Associate when the Session Schedule is distributed.</p>
Team	<p>The Association Teams that will play in the League.</p> <p><u>Key Elements</u> Association Code Team Name Team Code</p> <p>Note that the Team Code has the following format: <Association>—<Division><Level><Team> where <Association> is the code for the Association <Division> is the code for the Division <Level> is the code for the Level <Team> is a unique one digit number within the Level</p> <p>Examples: SPK-U12A-1 EDM-U14AA-1 STA-U10-S1-5</p>
League Structure	<p>The set up of the Divisions, Levels, and Pools for the Sessions.</p> <p><u>Key Elements</u> Division Code Level Code Pool Code Team Code</p>
Games to Play	<p>The list of the Games to be played within each Pool for a given Session. The list for the entire year is created, but will change (for the 2nd Session) if any Pool changes occur (Section 6).</p> <p><u>Key Elements</u> Division Code Level Code Pool Code Home Team Code Away Team Code</p>

1204 **Ice Slot Usage**

All slots are assigned a random number and then ordered sequentially according to that number. When an ice slot is required, it is taken in order from the list. This removes any possibility that games that get scheduled first get better slots. Ice slots are also weighted such that slots of longer duration get used up first.

When the BGL Scheduler deems it necessary to satisfy the requirements of a BGL Scheduled Game; may use a submitted ice slot from an Association to host two teams that may not be from their own Association. These are considered “Special Ice” slots and attempts are made to minimize their occurrence as much as possible.

It is the responsibility of the Association which provided the ice slot to arrange for the necessary referees and to collect any necessary fees (including ice charges) from the Association of the “Home Team”. The BGL Treasurer will not be involved in the calculation, invoicing, nor collection of these fees or charges for the Special Ice slots.

1205 **Who Plays Who**

Before the scheduling process begins, all of the games to be played are identified. Ideally, the games to be played would be balanced to support both the need for inter-Zone competition However, in many cases this is not possible. Factors include, but are not necessarily limited to:

- The number of Pools created
- The number of Teams in a given Pool
- The number of Levels represented by Teams in a given Pool.

Note that Re- pooling (*Section 8*) or Retreats/Advances (*Section 9*) also affects how many times any two Teams will play one another.

1206 **Order For Processing Games To Be Played**

The games to be played are assigned a random number and processed sequentially according to that number. This ensures that no Team is favoured for game dates or times. Note however, that there is a specific order in which games are placed in ice slots (*Section 12*).

1207 **Placing Games In Ice Slots**

Game Assignment means placing a game to be played in an ice slot. The following prioritization process is used to place Games in ice slots:

- a. Divisions in descending order, Oldest to Youngest
- b. Levels in descending order, Highest to Lowest
- c. Pools within a Level in random order
- d. Distance (overall) in descending order, farthest to closest
- e. Teams from an Association in random order

1208 Slot Swapping

In some scheduling scenarios, it may be desirable for *Slot Swapping* to occur. A Slot Swap is when two or more Associations are requested to exchange ice slots. The BGL Scheduler identifies potential swaps and works with Association Ice Allocators to determine if the exchange is acceptable. This process must be done through the Ice Allocators of affected associations. Teams that do slot swapping without notifying Association ice allocators and the BGL scheduler will be fined for not following the proper process.

1209 Double Headers

When a Distant Team travels to the Central Region, the BGL Scheduler will attempt to schedule two (2) games on the same day for the Team against Teams from the Central Region, preferably:

- Within the Central Region Association boundaries; or
- Within the same general region;
- As part of a Central Region Mini-Tournament (*Section 1210*).

When a Team travels to a distant Association, the BGL Scheduler will attempt to schedule two (2) games on the same day against the home team.

As a general rule, travel distances of over 200km will be used when determining when double headers are appropriate. Hinton and Fort McMurray will typically fall in this category. In order to provide better seeding for repooling, single games may be scheduled in Hinton in session 1.

1210 Fairness in Assigning Distant Games

In order to share the travel to distant communities amongst Associations in the Central Region, where possible, the BGL Scheduler may adjust the initial random selection of teams assigned to these games.

1211 Mini-Tournaments / Special Scheduling

Sometimes, because of travel distances involved, the BGL Scheduler may identify scenarios where two traveling Teams and one “host” Team could play one another in a “Mini-Tournament” or where two traveling Teams play one another in a location central to both (e.g., Red Deer playing Hinton in Sherwood Park). The BGL Scheduler will work with Association Ice Allocators to determine if such an arrangement is possible and acceptable, who will provide Referees, and who is responsible for Referee and Ice Costs. Games in Mini-Tournaments will include BGL Scheduled Games and may include Exhibition Games.

1212 Game Numbers

Game numbers must be unique across all Sessions, Divisions, Levels, and Pools. If for any reason a game must be deleted, its number is reused. Game numbers are in the following format:

<Division><Level>[<Pool>]–<Number>

where: <Division> is the code for the Division

<Level> is the code for the Level

<Pool> is the code for the Pool

<Number> is a unique 3 digit number within the Pool

If a Pool is not applicable, the square brackets and Pool Code are not included. Examples:
U10[G]-025 U14B[B]-047

1213 **BGL Game Scheduler Remuneration**

The BGL Game Scheduler is eligible for remuneration on a per game basis for all games in a given season, in the amount determined at the Annual General Meeting of the previous season; in accordance with Appendix B.

1214 **BGL Playoff Scheduler Remuneration**

The BGL U10 Playoff Scheduler is eligible for remuneration on a per game basis for all games in a given season, in the amount determined at the Annual General Meeting of the previous season; in accordance with Appendix B.

13. STANDINGS

1301 **Overview**

Playoffs/Playdowns to identify teams eligible for participating in the Provincial Championships from the U12 Division and above are the responsibility of Ringette Alberta.

Ringette Alberta creates the pools participating in the Playoffs/Playdowns. To assist in facilitating the rankings from the Northern Region, standings are kept by the BGL Statistician.

Playoffs/Playdowns for the U10 Pool – refer to Section 19

1302 **Awarding Of Points**

In regular season play, points for Standings for games that count will be awarded as follows:

- 2 points to the winning Team of a game;
- 1 point to each Team in the event of a tie;
- 0 points to the losing Team of a game.

1303 **Game Score of Record See also 1418**

A goal difference of no more than seven goals will be displayed on the scoreclock. However, due to requirements for score reporting and statistic tracking, the website will record and display actual goals for and against. Actual goals for and against will be used during repooling (1106)

1304 **Ranking In The Standings**

Teams in each Pool and Level shall be ranked in decreasing order of points awarded. The pools are also ranked with black being the stronger teams, followed by the gold, white, and silver pools as applicable.

For example, a team that finishes last in the black pool will be ranked higher than a team finishing first in the gold pool.

1305 **Games That Count For Playoffs/Playdowns**

U12, U14, U16 and U19 Division teams participating in the BGL are eligible to participate in the Provincial Championships. The Playoffs/Playdowns for the Ringette Alberta Provincial Championships are administered by Ringette Alberta throughout the province. The second session standings produced by the BGL for each of the eligible Divisions will be used by Ringette Alberta to assist in determining the ranking of teams in the Playoffs/Playdowns.

In order to determine the seeding of U10 Teams participating in the BGL Playoffs, all games played in the second session will count towards determining their ranking.

1306 **Breaking Ties In The Standings (Where applicable)**

With the move toward U10 playoffs and Provincial Playdowns to determine Division champions, the need for breaking ties has been greatly reduced. The below has been retained if the need arises to break a tie in standings.

Two Teams

In the event of a tie in points in the Standings between two Teams, the tie will be broken by the applying the following criteria in order until the ranking is determined:

- a. The Team with the more wins against the other shall be ranked higher;
- b. The Team with the greater difference between goals for and goals against in games between the two Teams shall be ranked higher;
- c. The Team with the most recent win against the other shall be ranked higher; then
- d. The Team that scored the last goal against the other shall be ranked higher.

Three or More Teams

In the event of a tie in points in the Standings between three or more Teams, the tie will be broken by applying the following criteria in order until the ranking is determined:

- a. The Team with the most wins against the others shall be ranked higher;
- b. The Team with the greater difference between goals for and goals against in games amongst the tied Teams shall be ranked higher;
- c. The Team with the greater difference between goals for and goals against in all games shall be ranked higher.

In the event these criteria only partially resolve the ranking for all three or more Teams, the criteria for the Two Team scenario will be applied.

For example, should Teams A, B, and C each have 16 points, and Teams A and B have three wins and Team C has one win, then Team C would be ranked lower and the ranking of Teams A and B would be determined in using the Two Team scenario.

If 3 teams are tied and have played an uneven amount of games against each other, an equal amount of games will be used to determine the tie starting with the first games played in the session. For example, if Team A plays Team B and C three times each but Team B and C only played each other twice, only games 1 and 2 between Team A and Team B and Team A and Team C will be used in breaking the tie,

Should teams that are tied in the standings not have played each other in session two, then the games

from 1st Session will be used to determine the ranking. If the teams have not played each other in any 1st or 2nd Session games then scores from games played against common teams in the 2nd Session shall be used to determine the rankings.

1307 **Re-pooling/Advance-Retreat – See also RAB Policy 8.0.**

At the re-pooling meeting {M3} held in November, the BGL scheduler along with the Association Representatives will determine the pools (and levels if necessary), for the second session (Section 6). Pools and levels will be based on the results from the first session games played prior to the Re-pooling meeting. Once the new pools have been determined, all games played in the first session will be considered exhibition and all games played in the Second session will count towards the final standings.

First session game results available prior to {M3} will be considered, in addition to any available tournament results.

Games reported to the statistician at the deadline date and time will be used for calculation of standings for the re-pooling meeting. Ranking/seeding of teams will be done using points accumulated. Tie breakers will be decided by:

(Goals For)
(Goals for + Goals Against)

Submission of game information after the deadline date and time will not be accepted nor considered for the re-pooling calculation.

1308 **Re-pooling/Advance-Retreat Overview**

Following most of first session games, association BGL representatives shall meet {M3} to make adjustments to the initial session 1 placement of teams. At this time, teams may be moved in any of the following manners:

- Placed into pools of similarly skilled teams (i.e. Black, Gold, White, Silver)
- Moved up a level (B to A or A to AA) or pool (from Gold to Black)
- Moved down a pool or level.

To achieve these adjustments, BGL representatives will review current standings and statistics on games played. Reasons considered to move a team up include, but are not limited to:

- a lopsided win/loss record
- a lopsided goal for/goal against stat
- significantly more penalty minutes than opponents
- roster with top skill overage players
- grouping with similarly competitive teams
- resulting travel factors of new groupings

A combination of the above factors would need to be present for a team to be advanced. Just because a team is at the top of the division does not automatically mean they should be advanced.

Reasons considered to retreat a team include, but are not limited to:

- a lopsided loss/win record
- a lopsided goal against/goal for stat
- lack of regular goaltender
- roster with below average skill underage players
- grouping with similarly competitive teams
- resulting travel factors of new groupings

A combination of the above factors would need to be present for a team to be retreated. Just because a team is at the bottom of the division does not automatically mean they should be retreated.

1309 Re-pooling/Advance-Retreat Procedure

The BGL executive will prepare recommendations on teams to consider for advancement and retreat prior to the meeting. BGL executive will make all efforts to notify teams of the expectation of advance or retreat five (5) days prior to the meeting.. It is expected that BGL association representatives will bring the following to the repooling meeting should they wish to contest the move:

- all gamesheets for games played to date (including any tournaments)
- team profile form – Appendix C – or RAB TRF
- team representative (coach/manager) submission in written form
- any other pertinent information regarding the team

Submissions/presentations must be made by Association BGL Representatives. Team representatives are not permitted to attend the meeting.

Decisions on advancement/retreat will be left to the association representatives attending the meeting. Votes are limited to two per association, plus one for each executive member.

Teams which are deemed too strong OR too weak for a given level can be advanced or retreated, regardless which division is involved. The primary purpose of BGL league play is to provide meaningful competition for all teams.

Repooling decisions apply to BGL play only, while advances and retreats between levels (B to A or A to AA) are BGL recommendations which will be confirmed only after a vote at a combined provincial meeting of 123 League and BGL, to be held within one week of the BGL Repool meeting. RAB Policy will be followed regarding provincial decision for team placement.

1310 Re-pooling/Advance-Retreat Protests

Due to time constraints related to generating the second session schedule, Teams/associations will have **24 hours to file a protest**, when prior notice of the intention to advance has been given. When advance notice has not been given, Teams/Associations will have **48 hours to file a protest**. All information included in 1305.2 will be required. Protest, Grievance and Appeal information is found in the BGL Operations Manual Appendices and on the BGL website. Protests must be accompanied by the \$200 fee.

The time to discuss the circumstances of individual teams is at the repooling meeting. It is expected that teams and associations will prepare **PRIOR** to the meeting if they feel they may be moved, and are not prepared to do so. There are many factors which go into preparing a league schedule, and delay in its preparation affects all teams. If the team /association fails to provide the necessary information at the

repooling meeting when appropriate notice has been given by the Executive, no protest will be heard regarding repooling decisions.

Per RAB Policy 8.0, Provincial Advance/Retreat decisions which are approved by the combined 123/BGL committee are considered to be final and are not appealable.

14. RULES

1401 Overview

The Rules presented in this section apply to both BGL Scheduled Games and Playoffs/Playdowns (where applicable). The intent of the Rules is not to place undue constraints on the way the game is played, but rather to ensure that all participants do so in the spirit for which Ringette is renowned for.

1402 Rules Of The Game

Games shall be played according to the Ringette Canada Official Rules, subject to such modification as may be made by or permitted by Ringette Alberta or as determined by the BGL Executive.

1403 U10 Rules

All games shall be played with small 4' x 3' goal nets, in accordance with Ringette Alberta policy, subject to availability. Associations must work to ensure facilities have nets in place.

1403.1 U10 Step 1 Rules

A) U10 Step 1 Goal Equipment

- All U10 Step 1 Goaltenders shall wear complete and proper goal equipment, as specified in the Ringette Canada Official Rules, subject to any modifications in Ringette Alberta's goaltender development policy.
- A BGL exception is that street hockey goal pads may be used at the U10 Step 1 level, as long as the goalie is wearing CSA approved shin pads underneath.

B) U10 Step 1 Games before December 31

- A maximum of one (1) Coach from each Team is allowed on the ice; staying close to the boards and out of the area of play; skates and CSA approved helmets are mandatory; sticks are not permitted.
- Games consist of two (2) running time periods, 24 minutes each with a 3-minute buzzer; the 3-minute buzzer is intended to ensure line changes occur;
- Extra time can be given at period break for the Teams to do a cheer;
- The "4 or 5 in" violations will be waived, if the on-ice coach notices and calls the player out without impacting the play; and
- Teams must change ends for the second period.

C) U10 Step 1 Games - after December 31

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- No coaches are allowed on the ice;
- Games are two (2) running time periods, 24 minutes in length with no 3-minute buzzer; and
- Teams must change ends for the second period.

D) Officiating Practice for U10 Step 1 Games

The primary focus will be to have the Players learn the rules of Ringette. The On-Ice Official making the call will explain violations and penalties to the Players and Coaches (should it be necessary). Serving of penalties will be according to the following:

Point in Season	Action
Up to December 31 st <u>1</u>	Play continues with the non-offending team given a free pass in the appropriate circle.
After December 31 st <u>4</u> <u>0</u> <u>2</u> : <u>2</u>	The On-Ice Official will escort the offending Player to the penalty box, and the appropriate penalty will be served. Teams may not substitute for the penalized Player.

1403.2 U10 – 3 goal Rule

A) 3 Goal Rule

No single player shall be credited with more than three (3) goals per game, as recorded on the Official Game Report. Goals in excess of three (3) by any one player shall not be recorded/counted on the Official Game Report nor scoreboard.

In the event that a single player scores a fourth or subsequent goal(s); the play shall be stopped and ring possession shall be given to the non-scoring team as a free-ring at centre ice.

B) Overtime

Should the scheduled game extend into overtime; players who have already been credited with three (3) goals during regulation time (as indicated above) are not eligible to score.

C) Shootout

Should the scheduled game be determined by need of shootout; players who have already been credited with three (3) goals during regulation time (as indicated above) **are eligible** to participate in the shootout.

1404 **Postponing/Rescheduling a Game**

A minimum of a **72 hour** notice shall be given to the opposing Team for reasons **other than** weather advisory or road closure.

Every attempt shall be made by the postponing team to contact and receive confirmation that the request to postpone has been acknowledged. Contact shall be made by phone and followed-up via email should the BGL Vice President request proof of communication.

Other extreme circumstances arising after the 72 hour notification window must be communicated to the opposing Team as soon as possible.

Requests based on any of the reasons below (1403.1) can be declined by the opposing team.

EACH TEAM WILL BE ALLOWED UP TO THREE (3) (FOUR (4) for AA) NON-WEATHER RELATED RESCHEDULES PER SEASON. ANY FURTHER RESCHEDULE REQUESTS MAY BE DENIED.

1405 **Unacceptable Reasons for Game Postponement**

- Reduced rosters (in line with Ringette Alberta Rules and Operations Policy 5.4.3 for minimum (7) seven regular players –including goalie- use affiliate players.);
- Key player absence (missing stronger, weaker player or even a goalie – affiliate or use a player);
- Coach absence (use other qualified on team roster or find alternate coach with BGL approval);
- Perceived lack of competitiveness;
- General lack of interest to travel to a game;
- 2nd Session started and don't need to play outstanding 1st Session game;

1406 **Game Postponement Due to Weather Conditions**

Inclement weather is a fact of life in Northern Alberta winters. It is expected that drivers will take adequate precautions and allow adequate time for travel in adverse weather conditions. Where weather conditions are extremely adverse, particularly in the case of lengthy travel (one hour or more each way) such that a visiting coach has a legitimate concern that the safety of the players and drivers are at risk, game cancellation may occur less than 72 hours before the game takes place. However, such an approach requires a good faith exercise of judgment of both the home and visiting coaches involved.

The following conditions MAY be considered as adequate reasons for game postponement/cancellation:

- Road closure,
- Weather temperature below -40C,
- AMA road conditions(eg: roadreports.ama.ab.ca) with yellow/red portions (signifying partial and full snow cover of road) for the anticipated trip that cover greater than 30 km of the trip one-way. Reasonable alternate routes must also be affected.

If cancelling for weather concerns for the trip to the game, the above should be in effect 1 hour before the scheduled departure time by the participating teams. Departure Time is:

- The required travel time as per Google maps (origin community to the destination rink); plus,
- 1 hour for warmup/dressing; plus
- Reasonable adjustment to account for traffic and weather conditions.

Teams considering possible cancellation for weather related reasons should communicate concerns with opposing teams and officials, but must wait until 1 hour prior to Departure Time to confirm a cancellation based on weather conditions. Traveling coaches and managers are expected to be in constant contact with their teams until such time as the cancellation, if any, is confirmed. Both teams should ensure that officials are kept informed and notified.

Weather conditions for the anticipated return trip can also be considered as grounds for cancellation. Should the conditions for cancellation not be present at departure time, but are expected to be present during part of the trip, proper documentation as listed below must be recorded.

Where distance to a game(s) exceeds 100km one way, coaches and teams are expected to be more vigilant both in trip planning and in documenting conditions that could lead to cancellation because those games are often harder to reschedule, yet could have more risk for road travel. Proper trip planning for distance games includes providing adequate travel time for conditions, experienced drivers, and properly winterized vehicles.

For subsidized bus travel to Ft McMurray, the standard above will not apply. While cancellation more than 1 hour prior to departure time may be acceptable, the weather conditions will need to be considerable, and documentation quality higher. The single purpose of the BGL bus travel subsidy is to reduce individual driving risk, and thus a higher standard will apply. These cancellations will be looked at on a case by case basis

The description of adverse weather above is not exhaustive. Both coaches, in coming to a decision, should apply common sense judgment. If a travelling coach is prepared to travel, the home coach does not have the ability to cancel the game for adverse weather.

In no circumstances should the travelling team abuse this policy. In the event that this policy is abused and games are being cancelled for less than extreme weather conditions, the league may investigate and levy sanctions for wrongful cancellation.

Regardless of this policy, parents, guardians, and drivers are responsible for deciding for themselves the safety of travel to and from the rink. If a driver, parent or guardian does not feel safe traveling to and from the rink for a game, don't take the risk.

When postponing a game for weather conditions, teams must document conditions (weather reports, website screenshots etc.) at the time OF THE CANCELLATION, AND FOR WHAT WOULD OTHERWISE BE THE DURATION OF THE TRIP. This information may be requested by the BGL Vice President.

1407 **Rescheduling Postponed Games**

When a game is postponed, both Teams have a responsibility to reschedule the game.

All postponement and reschedule requests must be conducted by each teams respective Association Ice Allocator. This allows confirmation of ice and referee availability.

A rescheduled date must be determined within fourteen (14) days from the original date of the postponed game. Failure to establish a rescheduled date within the fourteen days will result in both teams being fined in accordance to Appendix B.

Note that in some situations, it may not be feasible to reschedule a postponed game. At the discretion of the BGL Vice President the game may be declared as 'cancelled' where neither team will be awarded points.

Teams are required to communicate quickly and frequently; as soon as they are aware of the need to postpone a game. This communication is usually between coaches and/or team managers. Use both

email and phone to ensure prompt communication. The BGL website hosts Excel files of team and Association contact information.

All Associations shall respect the importance of Home Games to BGL. Home Games provide Associations; regardless of size, an opportunity to showcase their team(s), the support of their fans, the support of their sponsors and shall be respected in rescheduling of games.

Home Team Responsibilities and Options

The Home Team of a postponed game shall, make an offer of two (2) reasonable ice times. The offered times must be reasonable for weekend games or weeknight games as appropriate (*Section 9*). If the original game was on a weekend, then at least one of the offered times must be on a weekend.

Visiting Team Responsibilities and Options

When the Visiting Team of a postponed game does not feel a reasonable attempt to reschedule is being made they may, after consultation with the BGL Vice President, offer to hold the game in the Visiting Team's community. The offered times must be reasonable for weekend games or weeknight games as appropriate (*Section 9*). If the original game was on a weekend, then at least one of the offered times must be on a weekend.

Responsibilities of BOTH Teams/Associations

All postponement and reschedule requests must be conducted by each teams respective Association Ice Allocator. This allows confirmation of ice and referee availability.

Each association Ice Allocator is to notify their respective Association Referee Allocator, Association Statistician, Zone Referee-In-Chief, and NARRA (as applicable) to avoid referee charges and unnecessary expenses.

Teams can negotiate as many replacement slots as is necessary to schedule a replacement game. BGL will only look at the minimum requirements as per this section should a review be required.

Teams are expected to travel to accommodate the rescheduled game if necessary. It is not acceptable for the Visiting team to expect/demand that the Home team travel in order to play the rescheduled game. For example: if the original game was scheduled to be played in Plamondon (home game for FMC), it is not acceptable to expect that FMC will travel to Edmonton to play a home game. If both teams agree the rescheduled game could be played in another location closer to FMC home arena.

Each team is to notify the BGL Statistician via email of the rescheduled game with the following information: Game number, original date/location, new date/location

All BGL Scheduled Games will be played/completed by the last scheduled game date for their Division as indicated on the BGL Calendar (*Appendix F*).

1408 **Failure to Reschedule Postponed Game**

BGL Statistician will advise BGL Vice President if the game is not rescheduled within two (2) weeks of the original date.

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Teams are required to notify the BGL Vice President only if an acceptable rescheduled game cannot be determined. Background details must be provided including game number, teams, efforts to reschedule the game (documented), and reason why the game cannot be rescheduled.

The BGL Vice President will determine the outcome and any associated penalties/fines.

1409 **Signifying A Tournament Game As A Rescheduled Postponed Game**

Making up of postponed games at tournaments is strongly discouraged and will only be allowed at the discretion of the BGL Vice President.

Permission from BGL Vice President must be received prior to the start of the tournament and agreement between coaches on its own is not sufficient. Should BGL not be contacted with this request the originally scheduled game will be deemed forfeited and fines levied

1410 **Forfeited Games**

When the BGL Vice President deems a game as forfeited:

- The non-forfeiting team shall be deemed to have won the game by a score of 1 – 0 with the goal scored at 00:10 of the first period;
- The forfeiting association and team will be assessed the fine as outlined in Appendix B; it will be up to the association to collect from the team
- The non-forfeiting team has the option to apply to the BGL Vice President for reimbursement of itemized costs incurred up to the value of the forfeiture fine; and
- For each subsequent forfeit (2nd occurrence and up), the forfeiting team shall be assessed additional fines as outlined in appendix B.
- Failure to pay fines within seven (7) days will result in that team being suspended for the remainder of the BGL schedule.

Scheduled double headers will be considered as one (1) forfeiture

1411 **Suspension From League**

Suspension from BGL shall be dealt with as follows:

- All future games for the Team will be cancelled. These shall include all League games; (2) points will be awarded to the opposition (*Section 14*);
- The Performance Bond (*Section 9*) shall be forfeited to BGL.

1412 **Minimum Number Of Players For A Game**

A Team that cannot ice at least (7) seven players (skaters and goaltender combined) to start of the game will forfeit the game (*Section 1408*).

1413 **Late or No-show Teams**

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Teams shall be ready to play within (3) three minutes from the beginning of the scheduled ice time. A delay of game penalty shall be assessed for being late for a game. An additional delay of game penalty shall be assessed for each additional (2) minutes that a team is not ready. Should either team not be ready within (10) minutes from the beginning of the appointed ice time the non-defaulting coach has the following options:

- Declare the game in default with a 1 – 0 score with the goal being scored at 00:10 of the first period;
- Choose to play the game as a regular game with the period lengths adjusted; or
- Choose to play the game as an exhibition game at the discretion of the coaches and the referees present.

1414 **Pregame Warm-up & Intermission**

Teams will be ready to play (5) five minutes BEFORE their scheduled ice time begins.

All pre-game activities will take no longer than (3) three minutes from the scheduled time slot beginning. The warm up will start at the scheduled time slot beginning or when all the participants are on the ice, including the On-Ice Officials, whichever is earlier.

The period intermission will be no longer than (1) one minute.

As per Ringette Canada Rules, the Home Team will warm-up in the end of their choice. The teams will start game in the zone in which they warm-up.

1415 **Running Out of Time/Time Restrictions For Black Gold League games:**

1. In the event that there is insufficient ice time to complete a game of regulation length, the following procedure will apply:
 - For U10 Step 2 and Up, when the time reaches five (5) minutes left on the slot, at the first stoppage of play, the clock will be re-set to two (2) minutes and the remainder of the game will be completed with stop time.
 - For U10 Step 1, three (3) minutes run time will be played.
 - Penalties will still be served appropriately (i.e. no change when clock is re-set)
2. In any situation where circumstances do not allow a game to be played in its entirety, (for example, but not limited to: player injury, power outages, mechanical problems, lateness of officials, late start time, etc, or a combination of the above), a game shall be considered complete provided that:
 - 24 minutes of stop time has been completed at the U14A,U14B division and under
 - 30 minutes of stop time has been completed at the U14AA, U16 division and older

If the ice is available, teams are expected to play the game until such time that it is clear that the above minimum times will not be met. Teams do not have discretion to discontinue a game which can be completed to the minimums above.

The BGL Vice President shall have full discretion on whether to reschedule a game which has been cancelled for any reason. The cost of the rescheduled game shall be borne equally by both associations.

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An incomplete game which has been rescheduled shall be replayed in its entirety with a starting score of 0-0

As determined by the BGL VP, if the cancelled game cannot be rescheduled, the game will be deemed "no-fault" with the score recorded as 2-2, and each team receiving 1 point.

1416 **Shot Clocks**

Shot Clocks are to be used at all levels where Ringette Alberta has declared use in Provincials (U12-U19). It is the responsibility of the Home Team to provide Shot Clocks and a Shot Clock Operator. If the Home Team cannot provide one or both of these, they must give the Visiting Team **five** (5) days notice. In this situation, the Visiting Team may offer to provide Shot Clocks and/or Shot Clock Operators. All games for which neither Team can provide Shot Clocks or Shot Clock Operators must be reported to the BGL Vice President **72 hours** in advance of the game. The BGL Vice President may declare that the game will be played without Shot Clocks.

1417 **Scorekeeper/Timekeeper/Penalty Box (Off-Ice Minor Officials)**

At no time are Off-Ice Minor Officials to overturn or question the direction of the On-Ice Official(s). Game scores will only be displayed on the score clock to a maximum seven(7) goal spread.

For U10 Divisions:

- Two (2) minor officials from the home team shall operate the time clock and a penalty box gate.
- Two (2) minor officials from the visiting team shall manage the game sheet and operate a penalty box gate.
- Minor officials may exchange roles as they mutually agree

For U12 and higher Divisions:

- Three (3) minor officials from the home team shall operate the time clock, the shot clock and a penalty box gate.
- Two (2) minor officials from the visiting team shall manage the gamesheet and operate a penalty box gate.
- Minor officials may exchange roles as they mutually agree

1418 **On-Ice Officials**

On-Ice Officials are supplied as per Section 15.

1419 **Score Reporting and Official Game Report (a.k.a. Game Sheets)**

Only Official Game Reports available from Ringette Alberta are acceptable. Game scores will only be displayed on the score clock to a maximum seven(7) goal spread. Official Game Reports are to be supplied by the Home Team. Upon completion of the game:

- The white and canary copy of the official game report is to be given to the home team. Goldenrod and Pink copies are to go to the visiting team.

- Within 24 hours, the home team is responsible for entering the score (plus other statistics as required), and uploading a legible photo of the gamesheet to the BGL 'gamesheet' website.
- Within 48 hours, the visiting team is required to double check the score and gamesheet entries for accuracy, and for reporting any errors with the website reporting tool.
- Paper copies of the Official Game Report are to be retained by the team for the duration of the season. Upon request, paper copies of the Official Game Report are to be supplied to the BGL Vice President or BGL Statistician.
- Failure of Teams to submit statistics/gamesheets to the website in a timely manner will result in a fines. See BGL Operations Appendices
- Failure for Associations to produce/submit a legible version of the Official Game Report; when requested by the BGL Vice President, may result in the game being declared a forfeiture against the Home Team of the respective game and the assessment of fines in accordance with Appendix B.
- Overage (OA) players must be clearly identified on the Official Game Report.

1420 **Unruly Fans/Spectators**

Fans/spectators are the responsibility of the Team they are associated to and are subject to Code of Conduct (Section 5) and Discipline Policy (Section 18). Fans/spectators are expected to demonstrate the same sportsmanship and ethical conduct as their Team.

Where fans/spectators are abusive to Players, Team Staff, or Officials, the On-Ice Official may have the fan/spectator ejected from the arena playing area. A person in a position of authority may also take immediate informal or corrective action, including ejection from the arena playing area, when witnessing Code of Conduct violations. Failing to comply with an order to leave can trigger additional sanctions, including a forfeit of the team associated with the offending spectators (Section 14), should the On-Ice Official or person of authority submit a detailed report within twenty-four (24) hours from the scheduled end time.

A person in a position of authority includes, but is not limited to:

- BGL Executive
- BGL Referee-In-Chief
- Association Referee-In-Chief / Referee Allocator or Division Coordinator
- Evaluator or Mentor (assigned to the game by NARRA or an Association)
- Any other person designated by the BGL or Association to supervise the officials and/or game.

1421 **Withdrawing Team from Ice**

In accordance with Ringette Canada Rule Book, a team that withdraws from the ice before the end of the game shall forfeit the game (Section 1408). Team Staff will be required to submit a detailed report within twenty-four (24) hours from the scheduled end time to the BGL RIC and BGL VP (Section 1705).

1422 **Accumulation of More than Thirty Minutes (30) Penalty Minutes - See Section 18 - Discipline**

See 1804 – Excess Penalty Minutes

15. OFFICIALS/REFEREEING

1501 Overview

Without On-Ice Officials, there is no game. Ringette Canada guidelines specify the necessary qualifications of officials for various levels of games.

The information in this section describes On-Ice Officiating aspects specific to the Black Gold League.

1502 Objectives For The Season

Prior to the start of regular season play, the BGL Referee-In-Chief shall preside over a meeting attended by every Association's Referee-In-Chief/Referee Allocator to discuss and clarify the officiating objectives and issues for the coming season. The principal purpose of this meeting will be to establish ground rules for obtaining the highest quality and most consistent standard of officiating throughout the League. All qualified On-Ice Official(s) from any Association shall be free to attend this pre-season meeting as an observer.

1503 Evaluators of On-Ice Officials

The BGL Referee-In-Chief shall provide a current list of qualified evaluators to all Associations at the start of each season.

1504 Providing On-Ice Officials For Games

Failure of the Home Team to provide qualified On-Ice Officials as described below may result in forfeiture of this game to the Visiting Team (*Section 14*).

The number of On-Ice Officials provided for games by the Home Team's Association and/or the Northern Alberta Ringette Referees Association (NARRA) allocator are described below. Note that in the case of special scheduling (*Section 10*) these requirements may change.

Division(s)/Level(s)	NARRA	Association
U10	0	2
U12C	0	2
U12B	0	2
U12A	0	2
U14C	0	2
U14B	0	2
U14A	2	0
U14AA	2	0
U16B	2	0
U16A	2	0
U16AA	2	0
U19B	2	0
U19A	2	0
U19AA	2	0

If the Home Team's Association cannot comply with these requirements, they must:

- Contact the Visiting Team as soon as practical, to arrange to bring, or send a qualified On-Ice Official(s) as necessary; and

- Contact the NARRA allocator.

The BGL Referee-In-Chief shall determine if the game will be played with less than the required qualified On-Ice Official(s), or postponed until qualified On-Ice Officials(s) are available. The Home Team's Association is responsible for costs incurred to bring in an outside On-Ice Official(s).

1505 **Special Officiating Requests**

For any scheduled league game (Session 1 or 2) or exhibition games where NARRA is **not** providing one or more On-Ice Officials, the Visiting Team may bring one (1) qualified On-Ice Official subject to the following:

- Having properly qualified On-Ice Officials is the overriding criteria (Official's name must be provided to BGL Referee-In-Chief);
- With seventy-two (72) hours minimum notice, the Visiting Team must advise each of the following of their intent to bring or cancel a prior offer to bring an On-Ice Official:
 - BGL Referee-In-Chief;
 - Visiting Team Association Referee-In-Chief/Referee Allocator;
 - Home Team Coach;
 - Home Team Association Referee Allocator.
- All expenses incurred by the On-Ice Official(s) are the responsibility of the Visiting Team

1506 **Guidelines For Level Of On-Ice Officials**

Is to provide a safe and equitable game environment while allowing for the development of quality officiating. Appropriate level of On-Ice Officials is in accordance with Ringette Canada.

1507 **Absence of On-Ice Official(s)**

Any BGL Scheduled Game for which the scheduled On-Ice Officials are not present must be reported to the BGL Referee-In-Chief. All games not played because of absence of On-Ice Officials must be reported to the BGL Vice President. The BGL Vice President will determine what actions will be taken regarding replaying of the game. vicepresident@blackgoldleague.com

If a game is not played and it was the responsibility of the Home Team's Association to provide the On-Ice Officials(s):

- The game is declared a forfeit by the Home Team;
- The Home Team shall have the right to appeal (*Section 17*) this forfeit citing extenuating circumstances.
- If the appeal is granted, then the game shall be re-scheduled at the cost of the Home Team's Association.

Two On-Ice Officials Scheduled, Neither Are Present

In the event that two (2) properly qualified On-Ice Officials were scheduled and neither are present at the game:

- A quick search for qualified On-Ice Officials shall be conducted amongst those attending the game;
- If one (1) On-Ice Official can be found in time, the process described below for Two On-Ice

Officials Scheduled, One Is Present will be followed;

- c) If two (2) On-Ice Officials can be found in time, the game shall be played, with the costs borne by the body or bodies responsible for providing the On-Ice Officials;
- d) If no Referees can be found in time, the game may be played if both coaches agree, but the game will be considered an Exhibition Game, and shall be rescheduled (*Section 14*).

Two On-Ice Officials Scheduled, One Is Present

- a) In the event that two (2) properly qualified On-Ice Officials were scheduled, but only one (1) On-Ice Official is present at the game:
- b) A quick search for a second qualified On-Ice Official shall be conducted amongst those attending the game;
- c) If such a On-Ice Official can be found in time, the game shall be played, with costs borne by the body responsible for providing the absent On-Ice Official (*Section 15*);
- d) If such a On-Ice Official is not available, all three (3) parties present – the On-Ice Official, the Home Team coach, and the Visiting Team coach – must agree to play the game as scheduled with only one (1) On-Ice Official.
- e) In the event that the game is played as scheduled with one (1) On-Ice Official, no protests based on one (1) On-Ice Official shall be accepted.
- f) In the event that all three (3) parties do not agree to play the game as scheduled with only one On-Ice Official, the game may be then played as an Exhibition Game at the discretion of the coaches and the On-Ice Official present, and shall be rescheduled (*Section 14*).

1508 Compensation of On-Ice Officials

On-Ice Officials provided by NARRA are paid in accordance with NARRA Fee Schedule/Guidelines.

On-Ice Officials not arranged by NARRA are paid in accordance with the guidelines set by the Association providing the On-Ice Officials.

1509 Officiating Concerns or Complaints

Team Staff, Players and Fans/Spectators are never to enter the Officials room without their consent, this includes other Officials participating in the game in the aforementioned capacities.

Concerns/complaints must be made in writing via email to the BGL Referee-In-Chief. The email must include the date, time and location of the game, name of Official(s) if legible, description of Official(s) if illegible, nature of the concern citing the exact calls disagreed with and any evidence to support the complaint (e.g. copy of game sheet or video). There is no time limit to submit a complaint as issues may become more apparent over time (i.e. multiple games).

Any and all discipline assessed to the On-Ice Official(s) will be kept confidential.

16. MISCONDUCT AND MATCH PENALTIES

1601 Overview

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All misconduct and match penalties must be properly documented by completing a **Ringette Alberta Official's Game Report**. If the Ringette Alberta Official's Game Report is not available, the completion of a BGL Official's Report will be acceptable.

The Ringette Alberta Official's Game Report and top white copy of game sheet (originals preferred, legible faxes or scans of the entire document are acceptable) shall be submitted to Ringette Alberta within two (2) working days of the game in which the penalty occurred or, in the case of a tournament, within twenty-four (24) hours of the completion of the tournament. Ringette Alberta will determine if additional suspension is warranted.

Suspensions will be **automatically applied** as per Ringette Alberta Rules and Operating Procedures, and are subject to BGL League disciplinary polices (*Section 17*).

1602 **Responsibilities of Officials**

- a. At the end of the game, the game On-Ice Official(s) will take the **complete** Game Sheet to the Official's room to complete the Ringette Alberta Official's Game Report. No one, other than qualified senior Official (Association Referee-In-Chief, BGL Referee-In-Chief, Ringette Alberta Director of Officials) will be allowed entry to the room while the report is being written.
- b. Once the report is complete, a representative of the offending Team may be given their copy. All other copies shall be retained, along with the top white copy of the Game Sheet. In the case where the report was written on the white BGL Official's Report, the offending Team will not receive a copy of the report unless they make a request to their Zone Referee-In-Chief.
- c. The On-Ice Official is entitled to keep the canary copy of the Ringette Alberta Official's Game Report. In the case where the BGL Official's Report was used to record the incident, the On-Ice Official may request a copy from their Referee-In-Chief.
- d. All other copies of the Ringette Alberta Official's Game Report and the top white copy of the Game Sheet are submitted to:
 - The Tournament Director's representative at that arena if the game was a tournament game; or
 - The Home Association Referee-In-Chief/Referee Allocator in all other cases.

1603 **Home Association Referee-In-Chief/Referee Allocators Responsibilities**

- a. If the game was BGL Scheduled Game, the BGL Referee-In-Chief shall be notified (by phone or email) within 24 hours of the incident. The Ringette Alberta Official's Game Report and the top white copy of the Game Sheet (originals preferred, legible faxes or scans of the entire document are acceptable) shall be submitted to the BGL Referee-In-Chief as quickly as possible.
- b. If the game was an Exhibition Game scheduled outside the BGL Schedule, the Referees-In-Chief of **both** Team's Zones shall be notified (by phone or email) within 24 hours of the incident. The Ringette Alberta Official's Game Report and the top white copy of the Game Sheet (originals preferred, legible faxes or scans of the entire document are acceptable) shall be submitted to the offending Team's Zone's Referee-In-Chief as quickly as possible.

1604 **Tournament Disciplinary Committee Responsibilities**

Should a Tournament Disciplinary Committee be called to make a ruling involving a BGL Registered Team it shall (within 24 hours of the conclusion of the Tournament):

- Relay the decision of the Disciplinary Committee to the BGL Vice President; and
- Submit the Official's Game Report and a legible copy of the game sheet, to the BGL Vice President, and Ringette Alberta.

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1605 **BGL Referee-In-Chief Responsibilities**

- a. Upon prompt receipt of the documentation for a BGL Scheduled Game, or an Exhibition Game involving a team which plays in the BGL, the BGL Referee-In-Chief shall consult both this Manual and the Ringette Alberta Rules and Operating Procedures to determine the appropriate length of any additional suspension.
- b. The BGL Referee-In-Chief may request a Protests, Grievances, and Appeals Committee (*Section 17*) review of any automatic suspension by contacting the Association Vice President.
- c. The BGL Referee-In-Chief shall contact offending Team's Home Association Referee-In-Chief/Referee Allocator with the length of the additional suspension. The Home Association Referee-In-Chief/Referee Allocator will in turn pass the information on to the offending Team.
- d. Once the length of suspension has been determined, the BGL Referee-In-Chief shall submit the Official's Game Report and top white copy of game sheet (originals only, no faxes or scans) to Ringette Alberta for filing.
- e. The BGL Referee-In-Chief shall submit a photocopy of the Game Sheet to the BGL Statistician.

17. PROTESTS, GRIEVANCES, APPEALS

1701 **Overview**

Definitions

Protest	Formal statement of disapproval or dissent with an event or outcome.
Grievance	A formal complaint of an accepted practice or item in this manual
Appeal	A formal request to alter a specific decision around a specific event either made automatically, or by a lower body.

The decision of an On-Ice Official during a game cannot be reversed (examples are):

- a. An assessed violation cannot be overturned;
- b. An assessed penalty cannot be eliminated;
- c. A disallowed goal cannot be allowed.

Decisions made by the executive, shall not be subject to protest, grievance, or appeal process.

1702 **Protest, Grievances, and Appeals Committee**

The committee shall be convened for the purpose of addressing a formally submitted Protest, Grievance, or Appeal,

The BGL Referee-In-Chief shall not be a member of this committee if they were an On-Ice Official for the game in question.

Composition of the committee shall not include any member that could be perceived as being in a position of conflict.

1703 **Submission**

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Protests, Grievances, and Appeals shall be in writing on the form included in Appendix A. The form must be signed by the Association's President and delivered to the BGL Vice President within:

- **24 hours** for protests involving repooling decisions, when prior notice was given to teams by the BGL executive, or:
- **48 hours** for all other instances giving rise to the protest, grievance, or appeal.

A non-refundable payment of \$200 to the BGL Treasurer must be received for the protest, grievance or appeal to be heard in the amount specified in Appendix B.

If the Protest, Grievance, or Appeal is upheld then the payment will be refunded.

1704 **Rulings**

The Protests, Grievances, and Appeals Committee may take into account a Player's or Team Staff's prior disciplinary record in determining its ruling. All rulings of the Protests, Grievances, and Appeals Committee shall be binding.

Should the Protests, Grievances, and Appeals Committee deem that discipline may be warranted, the committee shall refer the matter to the BGL Discipline Committee to assess disciplinary action. Only matters relating to the discipline action may be appealed to the Protests, Grievances, and Appeals Committee to render final decision.

18. DISCIPLINARY POLICY

1801 **Overview**

The intent of the League policies is to ensure that fair punishment is applied when it is deserved. This process allows all parties an opportunity to assess the circumstances which led to the incident and to consider alternate reactions and actions.

1802 **Discipline Committee**

The committee shall be convened for the purpose of determining disciplinary actions where Ringette Alberta has not applied sanctions or in such circumstances where additional sanctions are appropriate.

The BGL Referee-In-Chief shall not be a member of this committee if they were an On-Ice Official for the game in question.

Composition of the committee shall not include any member that could be perceived as being in a position of conflict.

1803 **Submissions**

The need for discipline may arise from:

- The Protest, Grievance, and Appeal Committee rulings (*Section 17*); or
- Issues brought to the attention of the BGL Executive;

1804 **Rulings**

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BGL Discipline Decisions may be rendered in regards to:

- Misconduct and match penalties (typically handled by Ringette Alberta)
- Code of Conduct Violations
- Methods/Actions/Outcomes of Protests and/or Grievances

Discipline Decisions may be determined by:

- BGL Vice President;
- BGL Discipline Committee; or
- Protest, Grievance, and Appeals Committee.

Decisions rendered may result in warning letters, game suspensions, fines in accordance with Appendix B, and/or suspension from BGL membership.

1805 **Automatic Suspensions**

Automatic suspensions shall be served at the next BGL Scheduled Game, prescheduled exhibition games, or BGL playoff for that Team:

a. Excess Penalty Minutes – U14, U16 and U19 Teams

Teams accumulating more than **(30) thirty minutes** of assessed penalty minutes in a single BGL Scheduled Game shall have the head coach (as identified on the Game Sheet) automatically suspended for one (1) game.

b. Excess Penalty Minutes – U10 and U12 Teams

Teams accumulating more than **(20) twenty minutes** of assessed penalty minutes in a single BGL Scheduled Game shall have the head coach (as identified on the Game Sheet) automatically suspended for one (1) game.

c. Excess Penalty Minutes – Player (U14,U16,U19, including AA)

In the last 10 minutes of regulation time, if a player is ejected from the game for accumulating a total of ten (10) minutes of penalty time, including overtime, that player shall be automatically suspended for one (1) game.

Results of the BGL Discipline Decisions are retained for an indefinite period, are readily accessible, and are made available for use by the Protests, Grievance, and Appeals Committee.

1806 **Serving Of Suspensions**

If a Player or Team Staff receives a suspension, the suspension will begin with the next BGL Scheduled Game, tournament, prescheduled exhibition game, playdown/playoff, or Provincial game for that Team. That individual shall remain suspended until the duration of the suspension can be determined in consultation with the appropriate governing body (RAB or BGL). A Player or Team Staff under suspension is not allowed in the playing areas of the arena, including but not limited to the dressing room, team bench or timekeeper's box (RAB Policy 15.4.11).

Games which count towards the serving of a suspension are games which were scheduled prior to the incident occurring and involve the team that the individual was on when the infraction occurred. Games are considered scheduled if the Referee Allocator was contacted to assign officials (*RAB Policy 15.4.5*).

Multiple game suspensions shall be served based on the schedule that exists for that Team **at the time of the incident leading to the suspension**. It is the responsibility of that Team's Head Coach to consult with the Ringette Alberta or the BGL Vice President to determine the termination date of any suspension. That termination date and time shall be the final game of the suspension. The suspension shall be in force until that date, regardless of any additional games that may be scheduled for that Team.

In the case where an individual participates in more than one capacity they are suspended from ALL CAPACITIES until the suspension has been fully served (*RAB Policy 15.3.7*). For example:

- A suspended Player is also ineligible to participate as Team Staff and/or an Official.
- Suspended Team Staff are also ineligible to participate as a Player and/or an Official.

1807 **Reporting Suspensions**

Any Player or Team Staff serving a suspension must be recorded on the Official Game Sheet with the word "suspended" next to the Player or Team Staff name. A scanned copy of the game sheet must be forwarded to both the Vice President and BGL Statistician by 9am the following day for each game served.

1808 **Un-served Suspension Games From Tournaments**

Any un-served suspension games from tournament play will be carried over to the next BGL Scheduled Game, playdown/playoff, or Provincials game for that Team.

1809 **Participation While Under Suspension**

If a Player or Team Staff while under suspension, participates and contravenes the terms of that suspension as outlined by the BGL Discipline Committee, then the game(s) shall be forfeited (*Section 14*).

1810 **Appeals Of Automatic Suspensions**

A protest from a Player or Team Staff must come from the Association's President to the BGL Vice President via the Protests, Grievances, and Appeals form (*Appendix A*).

19. U10 DIVISION YEAR END WINDUP

1901 **Overview**

The U10 Division consists of 3 steps of development; Step 1, Step 2 and Step 3. Although all three Steps of the U10 Division teams participate in the BGL only teams designated to Step 2 and Step 3 will participate in the BGL Playoffs.

All U10 Step 2 and Step 3 teams participating in BGL make playoffs. Playoffs generally will be held the first two weekends of March. This date will be posted on the BGL Calendar. Associations are expected to take turns hosting the weekend style of playoffs.

1902 **Format**

The format will be tournament format as follows:

- Step 1: Two games, no finals, ideally on one weekend day
- Step 2: Three games, no finals, ideally over one weekend
- Step 3: Three OR Four games (depending on pool size), final games, over one OR two weekends

See BGL Appendices for draw format.

If at all possible, games will be played on a Saturday and Sunday. For games to be played on Monday to Friday (inclusive) BGL Executive approval is required.

1. Warm-up will be (3) minutes and the break at the half will be (1) one minute. Games will be played to a winner. To allow for overtime, the length of the games will be as follows:
 - (2) Two – (15) fifteen minute stop time periods.
2. Playoff Game Tie
 - a) When a game is tied at the end of regulation play, a (2) two minute break will be taken, followed by a sudden-victory (5) five minute overtime period.
 - i. The teams will not change ends for the overtime period.
 - ii. Ring possession for the start of the overtime period will be determined by a coin toss.
 - b) If a tie still exists at the end of the overtime period, a shootout will decide the game winner.
 - i. The goalie that completed the overtime period, must remain in net for the shootout;
 - ii. Coaches will submit a list of (3) three shooters to the referees during the (2) two minute break after the overtime period. This list shall include players first name, last name, and jersey number;
 - iii. Using the list, shooters will alternate, beginning with the designated home team; and
 - iv. The team that scores the greatest number of goals will be declared the winner.
 - c) If a tie still exists after the initial shoot-out, a single shoot-out alternating round format follows:
 - i. The goalie that completed the overtime period, must remain in net for the subsequent shootout(s);
 - ii. The coach cannot use any of the original (3) three players until all other players have been used once;
 - iii. Designated goalies and injured players are exempt; and
 - iv. The first team that scores in a round when the other does not will be declared the winner.
3. GAME REPORT – Report all game results to BGL statistician (statistician@blackgoldleague.com)

1903 **Association Representation**

Association Executive shall select an individual as a representative of their Association to be present at each playoff game involving their Association. The Representative must not be or have any relationship to the coaching staff, team staff, and/or players/affiliate(s). As witness to the proceedings and outcome of the game this representative shall contact their Association Executive to determine if a formal Game

Protest should be pursued.

1904 **Game Protests**

The BGL will only accept Game Protests that are brought forward from the Association Executive.

The protest must be filed within one (1) hour of the completion of the game to the BGL Vice President (vicepresident@blackgoldleague.com)

Game Protests will be heard by the Protests, Grievance, and Appeals Committee (*Section 17*).

Due to the short timeframe necessary rather than submitting a cheque; the protesting Association will be invoiced in accordance with Appendix B.

1905 **Medal Presentations – U10 Only**

All U10 Step 1 and Step 2 athletes participating in BGL are eligible to receive a medal. It is the responsibility of the Association BGL Representatives to arrange for pick-up and delivery of the medals to their respective Associations.

For U10 Step-3, every effort will be made to have a member of the BGL present at the final games to present the medals to the winner and 2nd place teams in each pool. Association BGL Representatives are responsible for ensuring medals are available at these games, if they are hosted on their ice.

1906 **Cost Sharing of Ice and On-Ice Officials**

All teams participating in the U10 playoffs are responsible for paying half the cost of the ice and half the On-Ice Official(s) fees (game fee and travel fee if applicable) for each game that they participate.

The BGL will calculate the amounts owing after the completion of the playoff weekend. All Associations will be invoiced and payment must be sent to the BGL by the AGM. Associations hosting the playoffs will invoice the BGL for the ice and referee costs incurred and BGL will reimburse the host Associations at the AGM. Any Associations failing to pay their portion of the playoff costs will be considered "Not in Good Standing" (Section 4) and this Association risks forfeiture of performance bond and dismissal from BGL.

20. ALBERTA WINTER GAMES ZONE 5

2001 **Overview**

The Executive shall oversee the process as set by Ringette Alberta to determine team staff and athlete selection consistent with the Bylaws of The Zone 5 Ringette Association.