

Revised as of June 2023

REGION OF PEEL SECONDARY SCHOOL ATHLETIC ASSOCIATION



CONSTITUTION

<u>TABLE OF CONTENTS</u>		<u>PAGE</u>
Article I	Definitions	1
Article II	Aims and Objectives	1
Article III	Membership	2
Article IV	ROPSSAA Council	3
Article V	Duties of the Officers	4
Article VI	Meetings	6
Article VII	Finances	6
Article VIII	Sport Convenorships	7
Article IX	Awards	8
Article X	Eligibility	9
Article XI	Competitions	14
Article XII	Jury of Appeal	21
Article XIII	Board of Inquiry	22
Article XIV	Board of Reference	23
Article XV	Protocol for Boards of Inquiries/References	23
Article XVI	General	24
Article XVII	Amendments	26
Article XVIII	ROPSSAA Transfer and Eligibility Committee	26
Appendix A	Independent School Membership Application	
Appendix B	Member School Information	
Appendix C	Convenor Budget Form	
Appendix D	Summary of Fees	
Appendix E	Transfer and Eligibility Policy Appeal Form	
Appendix F	High Performance Sport Tracking Sheet	
Appendix G	Eligibility List	
Appendix H	All Star Activity Application	
Appendix I	Game Change	
Appendix J	Code of Behavior for Spectators	
Appendix K	ROPSSAA Jury of Appeal Form	
Appendix L	ROPSSAA Board of Inquiry Request	
Appendix M	Ejection Form	
Appendix N	Discipline Committee Guidelines	
Appendix O	Code of Behavior Athletes and Coaches	
Appendix P	ROPSSAA Incident Report	

ARTICLE I - DEFINITIONS

<u>ROPSSAA</u>	Region of Peel Secondary School Athletic Association
<u>Dufferin Peel School</u>	A secondary school belonging to the Dufferin Peel Catholic District School Board
<u>Peel School</u>	A secondary school belonging to the Peel District School Board
<u>Independent School</u>	A secondary school outside the jurisdiction of the Peel District School Board or Dufferin Peel Catholic District School Board
<u>Member School</u>	A secondary school that belongs to ROPSSAA as defined in the constitution
<u>Individual Member</u>	Any approved staff member of a member school who coaches one of the ROPSSAA sponsored and/or approved activities
<u>Community Coach</u>	Any non-staff member representing a member school who acts as an assistant in a coaching role. (Note: A current criminal record check must be on file with the member school).
<u>ASPVP</u>	Association of Secondary Principals and Vice Principals (Dufferin Peel)
<u>PASSP</u>	The Peel Association of Secondary School Principals
<u>OFSAA</u>	Ontario Federation of School Athletic Associations
<u>Approved Activity</u>	Any activity with playing regulations and operating procedures approved by ROPSSAA. (Any activity wishing to become approved must following the guideline described in Section VII – The procedure for becoming an Approved ROPSSAA activity)
<u>Approved and Sponsored Activity</u>	Any approved activity with the minimum number of schools participating as per the Constitution shall be considered Approved and Sponsored. Sponsored activities will be scheduled where necessary and ROPSSAA awards may be presented.

ARTICLE II - AIMS AND OBJECTIVES

A. AIM

The aim of the Association shall be to make the fullest possible contribution to the health, happiness and physical welfare of the high school student by sponsoring well-organized and properly supervised athletic activities.

The association will act as a coordinating body for the member Association so as to:

- (a) provide a forum for the exchange of ideas;
- (b) coordinate the use of community facilities and related schedules;
- (c) conduct competition, under OFSAA rules, for the selection of ROPSSAA representatives to OFSAA regional eliminations and/or Championships;
- (d) host OFSAA Championships awarded to ROPSSAA;
- (e) provide representatives to the OFSAA Legislative Council, Board of Directors and Standing Committees;
- (f) conduct such other tournaments, competitions and clinics where deemed mutually beneficial by the member Associations.

B. OBJECTIVES

To promote, organize and administer athletic competitions between the Peel Board of Education, the Dufferin-Peel Catholic District School Board, and any independent schools in the surrounding area that meet the requirements as laid down in this constitution.

To provide students with the opportunity to participate in supervised athletics according to their interests and abilities.

To provide opportunities for the development of athletic skills and physical fitness.

To foster principles of good sportsmanship and fair play among all student-athletes and all members of the coaching staff.

To encourage all ROPSSAA participants to respect the religious, social and cultural values of all participants in competition.

To schedule championship competitions to respect the religious holidays of the various participants wherever possible.

C. STATEMENT OF PHILOSOPHY

The philosophy reflects a competitive structure that allows a maximum number of students to compete at their level of ability whenever practical. Factors such as student's needs, finances, facilities, time, resources, staffing and relationship to community programs may determine program practicality. Our emphasis within athletic competition is directed towards the student athlete who is trained and developed within the school system.

Involvement in inter-school competition allows the student to become more aware of his/her strengths and limitations and to work towards his/her potential. It is hoped that encouragement received through athletic participation will stimulate interest beyond the school level in outside groups or clubs and foster the pursuit of healthy active living activities after the completion of the secondary school participation.

Where inter-school competition is conducted by teacher-coach representatives within each sport, their efforts and personal conduct are directed towards the development of positive relationships with peers and encouragement of sportsmanship and fair play.

All participants should be encouraged to achieve creditable academic progress and to make a contribution to the general educational program of the school.

ARTICLE III - MEMBERSHIP

Section I - Member Schools

ROPSSAA will encompass those schools under the jurisdiction of the Peel District School Board and those schools under the jurisdiction of the Dufferin-Peel Catholic District School Board.

Independent schools in the region may apply for membership in the Association (Appendix A). Once a member, independent schools must re-apply for membership to ROPSSAA annually. Independent schools that become members of ROPSSAA are considered probationary members for a period of five (5) years and must re-apply for membership on an annual basis. After five years, a probationary member may apply for full membership in ROPSSAA. See Appendix B for complete list of member schools, short forms, mascots and school colours.

All member schools must be in compliance with Rowans' Law (Concussion Safety). It is the responsibility of the member school to ensure that all relevant documents have been received from student athletes and coaches prior to participation in an activity.

Member schools agrees to abide by all Articles of the Constitution, as well as all rules and regulations of ROPSSAA. Should a situation arise where there are damages, payments or admission of liability is required, each member school will be required to contribute their share of such damages and/or payments and/or other liability.

Section II - Membership Suspension

Member schools may have their membership suspended for any of the following:

- (a) Non-payment of association membership fees as designated in Article VII, Section I or as per date(s) sent by ROPSSAA Council.
- (b) Knowingly and intentionally disregarding the Constitution, playing regulations or policies of the Association through the actions of its administration, coaches or students.
- (c) Entering a competition in another league (in an activity approved or sponsored by the Association) under the school name, without prior permission from the Association.
- (d) Entering a competition with out-of-province teams or individuals without prior permission of OFSAA.

Note: See Appendix B for a full list of ROPSSAA member schools.

ARTICLE IV – ROPSSAA COUNCIL

Section I – Makeup of ROPSSAA Council

- (a) ROPSSAA Council to consist of a minimum of 11 reps. Representatives to include:

- an administrative representative from the Peel District School Board
- an administrative representative from the Dufferin Peel Catholic District School Board
- an independent school representative
- a male OFSAA representative
- a female OFSAA representative
- a treasurer
- a secretary
- a minimum of 3 individual members
- member(s) at large should there be an interest (ex-officio, non-voting)
- the Athletic Convenors (ex-officio, non-voting)

Note: All independent schools must meet to select a least one representative from their group to join the Council in order to remain members in good standing of ROPSSAA

- (b) The duties of ROPSSAA Council to be shared among its' representative members.
- (c) One member will serve as Chairperson. It is recommended that the chairperson have previous ROPSSAA Council experience.
- (d) Each voting member of ROPSSAA Council will receive one vote with any deciding vote cast by the chairperson.
- (e) Meeting sites will alternate among the schools of the involved people, unless decided otherwise by the Council. All Council meeting date for the upcoming school year will be established at the Annual June Meeting.

Section II - Appointed Position Vacancies

Applications will be solicited in March and April if a vacancy occurs. Interviews by the Council will occur in April and May. Appointment announcements will occur at the Annual Meeting.

Section III - OFSAA Representation

ROPSSAA representatives at OFSAA meetings shall be determined by ROPSSAA Council.

For the OFSAA Legislative Council, ROPSSAA will send the ROPSSAA Chair, a Principal's Rep, and the Male and Female OFSAA reps.

Section IV - Interim Executive

It is recognized that ROPSSAA is made up of the Peel District School Board schools, Dufferin Peel Catholic District School Board schools, and independent schools. In the event of mitigating circumstances that preclude the usual operation of council business an interim executive will be struck. The interim executive will conduct business for the unaffected parties.

Section V – Standing Committees

ROPSSAA Council will have the ability to form Standing Committees from the ROPSSAA Membership (e.g. Transfer and Eligibility, Future Directions, Sanctions and Discipline, etc.) to deal with issues relevant to the Association. These Committees will be chaired by a designated representative from the Association and be responsible for reporting back to the Council on a predetermined schedule. The size and scope of the Committee will be at the discretion of the Council. Decisions or recommendations of any committee may then be presented to the membership through the Council.

Section VI – Liability Insurance

Members of ROPSSAA Council as listed in Article IV, Section I and Section V, for the purposes of this section will be referred to as Councilors. Councilors, as such, shall not be held personally liable for any decisions made or actions taken in the performance of their duties as Councilors, provided said decisions or actions are made in good faith and the Association shall indemnify and save the Councilors harmless from any and all causes of action, howsoever they may arise, in connection with the performance of their duties as Councilors. The Council may authorize the Association to purchase and maintain insurance for the benefit of all Councilors and Officers to provide indemnity against any claims arising out of the performance of their respective duties as Councilors and Officers.

ARTICLE V - DUTIES OF THE OFFICERS

Section I - Duties of ROPSSAA Council

- (a) The Council of the Association shall abide by the articles, rules and regulations of the Association.
- (b) The Council shall exercise control over all funds and all matters dealing with the Association.
- (c) The Council shall meet a minimum of once per month. A schedule of meetings shall be made available to all member schools as determined at the June Annual Meeting.

Section II - Duties of the Officers

1. Chairperson

- (a) To preside at the General and Council meetings.
- (b) To have authority to inquire into any matter pertaining to the affairs of the Association and to ask any individual member to attend any meeting.
- (c) To prepare any agenda in consultation with the Council three weeks prior to each General Meeting. This information will be shared with all members of the Association.
- (d) To represent the Association and to act as liaison between the Press, the Public and the Boards of Education and Independent schools.
- (e) To call a General Meeting within three weeks, at the written request of ten or more individual members of the Association.
- (f) To have the prerogative of decision with the support of the Council.
- (g) To make necessary arrangements for all Council meetings.
- (h) To preside over the election of officers at any General or Annual Meeting.

Note: In the event that the Chairperson is unavailable to attend ROPSSAA meetings, the members in attendance may choose to appoint an Acting Chairperson for that meeting.

2. Secretary

- (a) To keep an accurate record of the proceedings of all Council and General Meetings of the Association.
- (b) To send out minutes of all Council meetings to all Council members.
- (c) To send out minutes of all General meetings to all member schools.
- (d) To attend all ROPSSAA Council Meetings.

3. Treasurer

- (a) To manage all the finances of the Association.
- (b) To keep an accurate record of all monies received by a disbursed on behalf of the Association.
- (c) To send out notice of fees to all schools, including the second installment notices.
- (d) To prepare and submit a written financial report for all General meetings.
- (e) To send out reminder notices to all delinquent accounts periodically.
- (f) To recommend the amount of the annual association fee to the Council in order that it can be announced at the June General Meeting.
- (g) To attend all ROPSSAA Council meetings.

4. Athletic Convenors

- (a) To provide a direct line of communication between Sport Convenors, member coaches and the ROPSSAA Council.
- (b) To schedule all sports under the auspices of ROPSSAA.
- (c) To ensure that adequate facilities have been booked for all sports.
- (d) To assist the ROPSSAA Secretary in his/her duties.
- (e) To assist in the specific duties of the Sports Convenors.
- (f) To prepare and maintain an updated list of ROPSSAA Champions and Trophy recipients.
- (g) To prepare a schedule of ROPSSAA and OFSAA dates for the coming year and to present it to the June General Meeting.
- (h) To be responsible for locating, ordering and distributing awards and ensuring the delivery of all trophies to the Sport Convenor prior to the championship event.
- (i) To send out notices of sport meetings at least two weeks before the scheduled date.
- (j) Prepare the agenda with the Chairperson.
- (k) Annual preparation of motions of change to the constitution and playing regulations and distribute to all member schools.
- (l) To ensure distribution of typed minutes of coaches meeting to ROPSSAA Council as well as coaches.
- (m) To assist in processing all inquiries to ROPSSAA.
- (n) To communicate Association business to all member schools.

6. Male/Female OFSAA Representatives

- (a) To attend the announced OFSAA meetings and report back to ROPSSAA Council.
- (b) To liaison with OFSAA on all matters concerning ROPSSAA.
- (c) To commit to a minimum three-year term where possible.
- (d) To attend all ROPSSAA Council meetings.

7. Principal's Representative

- (a) To provide a direct line of communication between the appropriate Association of Secondary School Principals and ROPSSAA Council.
- (b) To make reports as requested by ROPSSAA Council.
- (c) To attend all ROPSSAA Council meetings.

8. Independent School Principal Representative

- (a) To provide a direct line of communication between the independent school principals and ROPSSAA Council.
- (b) To make reports as requested by ROPSSAA Council.
- (c) To attend all ROPSSAA Council meetings.

9. Member(s) at Large

- (a) To make reports as requested by Council.
- (b) To assist the association in any matter of business.

ARTICLE VI - MEETINGS

- (a) **Pre-season Coaches Meetings**
Pre-season Coaches Meetings will be held for all activities offered by the Association. Each school participating in an offered activity must send a staff member to this meeting to prepare for the upcoming season. Failure to attend will result in sanctions as determined by ROPSSAA Council.
The order of business shall be:
 - roll call
 - eligibility and transfer
 - review of schedule/championship format
 - review of playing regulations
 - selection of jury of appeal
 - results and/or reporting of scores
 - other business
- (b) **Post Season Coaches Meetings**
Post season coaches meetings will be held following the completion of the season only if there are any proposed changes to the playing regulations. Motions must be sent to the athletic convenor within two (2) days of the ROPSSAA championship.
The order of business shall be:
 - roll call
 - review of season and championship results
 - changes to playing regulations
 - recommendations for next season
 - other business
- (c) **Town Hall Meetings**
Town Hall meetings may be called by ROPSSAA Council. All Athletic Contacts and Sport Convenors will be invited. The order of business shall be:
 - roll call
 - topics of discussion
 - recommendations to ROPSSAA Council
- (e) **Annual Meetings**
The Annual Meeting will occur in June. The order of business shall be:
 - roll call
 - minutes of previous meeting reports
 - council reports
 - finances
 - constitutional amendments
 - playing regulation amendments
 - Convenorships
 - activity dates
 - ROPSSAA council
 - other business

Note: For purposes of votes each member school present will have three votes, one of which has to be an administrator, in accordance with Article XVI, Section 1. If an administrator is not present, then the school will have only two votes.

ARTICLE VII - FINANCES

Section I - Membership Fees

A ROPSSAA fee (to include a school's affiliation fee and awards for all ROPSSAA sports competition) shall be assessed by the ROPSSAA Treasurer, and billed to the Principals and Athletic Contacts of all ROPSSAA schools. These fees shall be remitted to the ROPSSAA Treasurer. Schools in arrears longer than 120 days will be assessed a minimum \$100.00 penalty by ROPSSAA Council and may be subject to a suspension of membership as per ROPSSAA Council.

The fees will be based on a school's October 31 enrollment numbers.

NOTE: Schools with unique and/or exceptional circumstances may appeal to ROPSSAA Council for consideration of an adjusted fee structure.

Section II - Recognition and Acknowledgement

The Council may recognize the contribution of ROPSSAA Council, ROPSSAA Transfer and Eligibility Committee, Convenors and any other special individuals who support the business of ROPSSAA with a non-monetary gift only.

Section III - OFSAA Championship Fees

ROPSSAA member schools sending any team or individual to OFSAA events are responsible for paying the ROPSSAA Treasurer the required entry fee, or directly paying the fee to OFSAA. All other costs including transportation, accommodation, banquet or other are the responsibility of the participating school.

Section IV - Admission Fees

Spectator charges at ROPSSAA Championships will be no more than \$5.00 for a student with a student card and no more than \$10.00 per adult. The proceeds from the gate will be sent to the ROPSSAA Treasurer along with a complete financial statement pertaining to the sport championship by the sport convenor (see Appendix C).

NOTE: See Appendix D for summary of costs

ARTICLE VIII - SPORT CONVENORSHIPS

Section I - Application Procedure

- Step 1. Notice of Sport Convenorship opportunities will be presented at the pre and post season meetings of each sport. Volunteer names will be referred to ROPSSAA Council.
- Step 2. Applications for Convenorship will be sent to all Athletic Contacts for distribution to all coaches by April 1. These must be returned by April 30.
- Step 3. The Executive will compile a list of Convenors. In the event of multiple applications, the executive will decide the Convenor in a fair and equitable manner.
- Step 4. Any remaining open Convenorships will be re-posted and distributed with the information regarding the June General Meeting. These must be returned prior to the June General Meeting.
- Step 5. The Council will attempt to fill any remaining Convenorships.
- Step 6. In the event that a Convenor cannot be found for a specific activity (by the June General Meeting for fall sports, September 30 for early winter and winter sports and January 14 for early spring and spring sports) that activity may not be run.

Section II - Sport Convenor Duties

- (a) To operate the activity for which they are responsible under the direction of the Council. The Convenor shall abide by the Sport Playing Regulations and the Constitution.
- (b) To chair a pre and post season coaches meeting.
- (c) To attend a ROPSSAA Council meeting prior to and immediately following the playing season as required, and any Town Hall meetings that may take place during the school year to represent your sport.
- (d) To chair the Jury of Appeal and report the decision to the Vice-Chair of ROPSSAA and all involved parties.
- (e) To deal with other sport related issues as they arise throughout the season.
- (f) To communicate with the Vice-Chair of ROPSSAA on all protests that are not under the jurisdiction of the Jury of Appeal, for collaboration and decision making.
- (g) To stay within the budget guidelines as set by ROPSSAA Council.
- (h) To arrange with the Treasurer of ROPSSAA for all monies to be paid. Receipts must be remitted for reimbursement.
- (i) To send all money received and any outstanding bills to ROPSSAA Treasurer.
- (j) To arrange with the Athletic Convenors for awards and trophies.

Section III - OFSAA Convenors

- (a) Any individual member or member school intending to bid on/host an OFSAA championship must receive approval from ROPSSAA Council through one of the OFSAA representatives. OFSAA guidelines and deadlines need to be considered.
- (b) The OFSAA Convenor will be required to present ROPSSAA Council with a proposed budget, for approval, 30 days prior to the initiation of financial expenditures. The OFSAA Convenor will also be required to present the final financial statement along with the profits or an explanation of the deficit within 4 months of the championships.
- (c) The financial responsibility for OFSAA championships lies with the host school/convenor. Profits and/or losses must be reported to Council and OFSAA as per the OFSAA regulations.
- (d) A direct entry to the host Convenor's school will be allocated for team sports. If the host declines this entry, ROPSSAA Council will determine the selection process for the additional entry in conjunction with the sport convenor.

ARTICLE IX - AWARDS

This article overrides any award specifications listed in the sport playing regulations.

Section I

All trophies remain the property of ROPSSAA. The upkeep, repair and engraving of each trophy are the responsibility of the Association. Member schools may be charged for repairs to trophies due to negligence. All team trophies must be returned by the preseason meeting. Failure to return the trophy by the start of the season will result in that team defaulting games until the trophy is returned to ROPSSAA. Individual sport trophies are to be returned to the championship. Teams will not be permitted to compete until the trophy is received.

Section II

ROPSSAA Championship Awards are provided by ROPSSAA and given to the winners of approved and sponsored activities (see definition in Article I) as follows. Approved activities must appeal to ROPSSAA Council for the use of existing ROPSSAA trophies.

(a)	<u>Team Sports</u>	<u>Awards</u>
	Winning Team	Trophy
	Members of Winning Team	Gold Medallion
	Runners up	Silver Medallion
	Note: Team Sports include junior badminton, baseball, basketball, cricket, curling, fast-pitch softball, field hockey, flag football, football, hockey, lacrosse, rugby, soccer, slo-pitch softball, table tennis, ultimate frisbee and volleyball.	

'A' or 'AA' Champions may be awarded trophies.

For sports where the 'A' and 'AA' teams compete in their own playoffs, teams will be awarded medallions. Gold for the winners and silver for the runner ups.

All Bocce and Special Events Basketball competitors to receive participant ribbons only.

(b)	<u>Individual Sports</u>	<u>Awards</u>
	Individual Winners and Winning relay team	Gold Medallion
	2nd place individual and relay team	Silver Medallion
	3rd place individual and relay team	Bronze Medallion
	4th - 6th place individual and relay team	4th - 6th Ribbons
	Winning Team	Trophy
	Members of 1st and 2nd Place Teams Qualifying for OFSAA*	Gold or Silver Medallion
	*alpine skiing, cross country running, golf, Nordic skiing	
	Members of 1st and 2nd Place Teams not Qualifying for OFSAA*	1st and 2nd Ribbons
	*archery, special event track and field	
	All Participants*	Participant Ribbons
	* special event track and field	

- Note:
- Should there be fewer than 6 participating schools or individuals in a sport/event gold medallions only will be distributed.
 - Should there be fewer than 6 participating teams in a league no individual awards will be distributed.
 - There must be a minimum of 6 teams in a tier for medallions to be presented.

ARTICLE X - ELIGIBILITY

Section I - Academic

- (a) All students are eligible for ROPSSAA athletic competition if they qualify under OFSAA eligibility rules and ROPSSAA sport playing regulations. They must also be bona fide students in the opinion of the principal of the school they represent.

- (b) A bona fide student is:
- (i) Students who have achieved fewer than twenty two (22) credits must be taking courses which define them as full time students under the Ministry of Education definition. Namely, in a semestered school, a student must be registered in a minimum of three (3) full day school credit courses while participating in athletics. A student in a traditional school must be registered in a minimum of six (6) full day school credit courses.
 - (ii) Students who have achieved twenty two (22) credits must be registered in either a minimum of two (2) full day school credit courses in a semestered school while participating in ROPSSAA or in a minimum of four (4) full day school credit courses while participating in ROPSSAA.
 - (iii) Students may be exempted from the above course requirements if they have an accommodated timetable or course load as directed by a regulated mental health professional with education and training to assess, diagnose, and treat mental health conditions (i.e. Psychiatrist, Psychologist, Clinical Psychiatric Nurse) and supported by medical documentation. A request for an exemption, with a letter from a regulated mental health professional confirming the student is under their care and that an accommodated timetable or reduced course load is required, must be presented to the Association for approval prior to or during the applicable competition season. In such cases, the student in a non-semestered school must be registered in a minimum of 2 full day credit courses; in a semestered school, a student must be registered in a minimum of one (1) full day school credit course in the semester in which he/she participates.
- (c) Students will be eligible to participate for no more than 5 consecutive school years from entry into grade 9. However, any student entering Peel Region from another country should be allowed to participate a 6th year providing the school can provide evidence that the athlete has not “truly” been eligible for 5 consecutive years. This 6th year exception will apply only to tier 2 or non OFSAA sports.
- (d) Any student who registers and either (i) attends one full term or semester, or (ii) practices or plays with an intercollegiate team at a post-secondary institution, is ineligible for ROPSSAA competition.
- (e) It is recommended that all student-athletes competing in any ROPSSAA sanctioned competition be meeting the minimum academic standards as set out by their respective schools.

Section II - Age Classifications

- (a) For all sports
- (i) A senior/varsity boy or girl shall not have attained their 19th birthday by January 1st prior to the start of the current school year in which the competition is held (for the 2023 – 2024 year, born in 2004 or later).
 - (ii) A junior boy or girl shall not have attained their 15th birthday by January 1st prior to the start of the current school year in which the competition is held (for the 2023 – 2024 year, born in 2008 or later). In addition they must be in their 1st or 2nd year of high school, unless this sport level qualifies for OFSAA competition in which case this rule does not apply.
 - (iii) A novice boy or girl shall not have attained their 14th birthday by January 1st prior to the start of the school year in which the competition is held (for the 2023 – 2024 year, born in 2009 or later). In addition they must be in their 1st year of high school. This classification is only applicable for Cross Country Running and Track and Field.
- (b) Sports will be designated by ROPSSAA Council with respect to divisions.
- (c) The official birth date shall be that recorded in the school student information system.

Section III – Gender

ROPSSAA abides by the OFSAA Gender Equity policy (OFSAA By-Laws, Appendix VIII).

ROPSSAA and OFSAA supports student-athlete participation on a team of their lived gender and encourages equitable programs in co-curricular activities in terms of funding, practice time and facilities. ROPSSAA and OFSAA will continue to provide equitable opportunities for students in co-curricular activities.

Section IV – ROPSSAA Transfer and Eligibility

(a) Previous High School Enrollment

Any student who attended another high school in the previous 12 months must apply to the ROPSSAA Transfer and Eligibility Committee for eligibility approval (Appendix E). Any transfer student is deemed ineligible until such time as approval has been granted by the ROPSSAA Transfer and Eligibility Committee. Retroactive approval will not be given. Participation in any ROPSSAA activity prior to this approval will result in a default.

(b) High School Application Process

Applications can be obtained at the school and should be processed through the school's transfer contact. Dates and deadlines for the meetings will be published at the beginning of each school year.

The ROPSSAA Transfer and Eligibility Committee will deal with applications according to the meeting dates set at the beginning of the year. Dates will be scheduled to reflect the OFSAA appeal deadlines dates.

Applications received after the last scheduled ROPSSAA date (for the school year), will be reviewed upon receipt of a fee of \$50.00 per application.

Students who wish to apply under category E of the ROPSSAA Transfer and Eligibility policy will NOT need to submit a completed transfer application form. However, transfer or athletic contacts must ensure they submit the basic transfer information through the OFSAA Hub to ensure ROPSSAA can track students who have moved schools and to ensure students can be added to team in the Hub.

Applications submitted under category E will not be bound by the transfer application deadlines. These applications will be reviewed on a regular "as required" basis.

(c) Prep/Elite Teams

A school prep/elite or "tournament only" team is a team that represents the school in competition and/or is under the oversight of the school administration.

(i) Any athlete that has been recruited from out of their school boundary for the purpose of playing on a "tournament only" or "prep/elite" team be ineligible to play for the school team for that particular sport for all ROPSSAA and OFSAA competition for their entire secondary school athletic career at their out of boundary school. There is one exception outlined in section (iii) below.

(ii) If a prep/elite athlete wishes to participate in other sports, they will be eligible provided they can meet the OFSAA transfer process.

Note: Prep/elite athletes would not be eligible to apply under the ROPSSAA transfer policy section (e), as this is a ROPSSAA rule and not an OFSAA rule.

(iii) Students who play on a school prep/elite team and then are no longer on that team but chose to remain at the school where the team is hosted, are ineligible for the 'bona fide' school team for the current school year and the following school year

- (iv) If the athlete leaves the "tournament" or prep/elite team, upon return to the home school, an athlete will have to qualify for ROPSSAA competition through the transfer and eligibility committee.
- (v) Schools with "tournament only" or prep/elite programs are required to submit a team roster to the athletic convenors no later than the second Friday of September. Any transfer arriving after that would have to be sent to ROPSSAA within two weeks of attending the out of boundary school.

(d) High Performance Programs

High Performance Programs are schools that offer flexible or modified timetabling to accommodate students' athletic training, competition and/or travel schedules.

- (i) Any student enrolled in a high performance program will be eligible to compete in all sports provided they are attending the designated school according to school board boundaries.
- (ii) Any student enrolled in a high performance program and the school is not their designated home school will be eligible to compete in any sport except their declared or designated sport of specialty. The period of ineligibility will continue as long as the student attends the high performance program.
- (iii) The declared or designated sport of specialty shall be the sport played at the highest level within the 12 months prior to the student entering the high performance program. Schools must submit each new student's declared or designated sport of specialty along with a list and the level of all sports played outside the school system for approval by ROPSSAA by September 15th of the current school year or within 15 school days of the student's enrolment at the school. (see Appendix F).
- (iv) An appeal of a student's declared or designated sport may be made by the school's athletic director, principal, or vice principal to ROPSSAA by September 30 of the current school year. A challenge of an association approved sport of specialty can be made by another school's athletic director, principal, or vice principal to ROPSSAA. Such challenge must be received by the member association no later than fourteen (14) days prior to the ROPSSAA competition in question.

Section V - Eligibility List

(a) Form Submission

An eligibility list or roster for all ROPSSAA inter-school competition must be generated on the Hub by the deadline given in the pre-season coach module. The names of all potential players and coaches, and managers and/or others affiliated with a team must be included on the eligibility list. Each eligibility list is to list one head coach only.

Note: Failure to submit completed eligibility lists or rosters by the deadline will result in a \$25.00 fine. An individual or team is considered ineligible to compete until proper documentation is received.

(b) League Sport Additions

Where playing regulations allow, additions to the eligibility list are permitted.

- (i) If the player is already registered in the OFSAA Hub, they can be added to the roster immediately.
- (ii) If the player does not appear in the OFSAA Hub, an 'Additions to Eligibility Form' must be submitted prior to competition. The player will then be added to the Hub for inclusion on team rosters. The player must be added to the Hub Roster prior to participation.

(c) Non League Sport Additions

Additions may be made to a non-league sport eligibility list by the announced entry deadline date.

Section VI - Team Eligibility

- (a) Individuals are eligible for 1 level of competition only.
- (b) For team sports, individuals must have participated in 50% of their team's regular season league games to be eligible for playoffs and OFSAA competition. In the case of an odd number of league games the number of games required to be played will be rounded down. Players missing games due to injury (INJ), or awaiting transfer approval (ATA), must appear so designated on a game sheet to maintain their eligibility. Games missed due to injury are subject to review of a doctor's note. Players under game or school suspension may not have their name included on a game sheet for participation percentages. In instances where scheduled games were not played (due to opposition default) the missed game may count toward player participation pending submission of a game sheet.
- (c) All game sheets/rosters are to include the names of all those in the bench area (players, coaches, managers). In order to be in the bench area an individual's name must appear on the eligibility sheet. Players under game or school suspension may not sit in the bench area.
- (d) Individuals are deemed to have played if their name appears on a game sheet. Individuals must be present at a game to be included on a game sheet.
- (e) A staff member must be present in the bench area from the start of the warm-up until the last competitor has left the area.

Section VII - All-Star Selections and Competitions

- (a) The aim of all-star competitions/teams is to promote the sport by providing an opportunity to the maximum number of participants and schools.
- (b) All participants must meet ROPSSAA eligibility requirements and be in good standing with the Association.
- (c) Volunteer all-star Convenors must submit their proposal to ROPSSAA Council 30 days prior to the event or publication of the team list(s) (Appendix H).
- (d) Disbursement of all funds must be approved by ROPSSAA Council.

Section VIII - Eligibility Concerns

- (a) Eligibility and/or Transfer and Eligibility concerns are to be brought to the attention of the Athletic Convenors. Should these concerns warrant further review or should schools want a formal review they are to be submitted in writing to the ROPSSAA Athletic Office. Concerns regarding eligibility and/or Transfer and Eligibility may be forwarded to a Board of Inquiry, the Transfer and Eligibility Committee or both.
- (b) The above rules in no way affect a Principal's right to disqualify any student for reasons he/she deems fit.
- (c) Individuals failing to report eligibility concerns immediately upon receipt of the information will be referred to a Board of Inquiry.

Section IX - Violations of Eligibility

(a) League Scheduled Sports

The offending school shall forfeit each game it has played before the stated eligibility requirements were satisfactorily fulfilled.

The credit for the win shall be granted to the non-offending team in each game played.

(b) Non-League Sports

The offending competitor shall forfeit their finish position in addition to any contributions towards their teams' standing.

Note: Intentional violations of eligibility shall be reviewed by a board of inquiry.

ARTICLE XI - COMPETITIONSSection I - ROPSSAA Competitive Seasons

- (a) FALL (may include the following approved activities):
(Pre-season Meetings will be held on the 2nd Tuesday in September)
- | | |
|-----------------------|------------------|
| Girls' Basketball | Boys' Football |
| Bocce | Golf |
| Cross Country Running | Rugby Sevens |
| Girls' Field Hockey | Tennis |
| Girls' Flag Football | Boys' Volleyball |
- (b) EARLY WINTER (may include the following approved activities):
(Pre-season Meetings will be held on the 3rd Tuesday in October)
- | | |
|--------------------------|--------------|
| Curling | Swimming |
| Hockey | Table Tennis |
| Special Event Basketball | |
- (c) WINTER (may include the following approved activities):
(Pre-season Meetings will be held on the 4th Tuesday in October)
- | | |
|------------------|-----------------------|
| Alpine Skiing | Special Event Bowling |
| Boys' Basketball | Girls' Volleyball |
| Nordic Skiing | Wrestling |
- (d) EARLY SPRING (may include the following approved activities):
(Pre-season Meetings will be held on the 2nd Tuesday in February)
- | | |
|-----------|---------|
| Badminton | Cricket |
|-----------|---------|
- (e) SPRING (may include the following approved activities):
(Pre-season Meetings will be held on the 1st Tuesday following the March Break.)
(Soccer may be held on the 1st Wednesday following the March Break.)
- | | |
|-------------------|-------------------------------|
| Archery | Girls' Slo-pitch |
| Boys' Baseball | Soccer |
| Girls' Fast pitch | Special Event Track and Field |
| Field Lacrosse | Track and Field |
| Rugby | Ultimate Frisbee |

Section II – ROPSSAA Start/Stop Dates

ROPSSAA Council will determine start and stop dates prior to the competitive season.

Section III – ROPSSAA Intent to Participate

- (a) A member schools Athletic Contact will indicate which activities their school will participate in by the intent to participate deadlines as listed below:
- Fall Sports
 - i. Intent to Participate due by the second last Monday in June of the previous school year.
(Boys' Football may be required earlier)
 - ii. Pre-season Meetings will be held on the 2nd Tuesday in September.
 - Early Winter Sports
 - i. Intent to Participate due by the last Monday in September.
 - ii. Pre-season Meetings will be held on the 3rd Tuesday in October.

- Winter Sports
 - i. Intent to Participate due by the last Friday in September.
 - ii. Pre-season Meetings will be held on the 4th Tuesday in October.
 - Early Spring Sports
 - i. Intent to Participate due by the 3rd Friday in January.
 - ii. Pre-season Meetings will be held on the 2nd Tuesday in February.
 - Spring Sports
 - i. Intent to Participate due by the last Friday in January.
 - ii. Pre-season Meetings will be held on the 1st Tuesday following the March Break.
 - iii. Soccer may be held on the 1st Wednesday following the March Break.
- (b) (i) League Scheduled Sports
 The Athletic Contact shall indicate any changes to intent to participate commitments to the Athletic Convenor(s). Teams requesting a change in tiers will be charged \$50.00 for the drop and \$250.00 for the addition. Withdrawal from competition after the first draft of the schedule has been made will result in a fine of \$50.00. Additions or requests for tier changes after the first draft of the schedule has been made will be accepted based on executive approval, and will result in a charge of \$250.00 (additions) and \$300.00 (tier changes). Teams added to the schedule in replacement of a team dropping out will be charged a fee of \$75.00.
- (ii) Non League Sports
 The Athletic Contact shall indicate intention of withdrawal or request for entry to the Athletic Convenors. Withdrawals will be fined \$50.00. Late entries will be fined \$50.00 if received 12 hours past the deadline, \$100.00 if received 12 to 24 hours past the deadline, \$250.00 if received 24 to 36 hours past the deadline. Entry requests received more than 36 hours past the deadline will not be accepted.
- (c) For all activities a school participates in, the head coach and/or assistant coach must complete the pre-season coaches module and be aware of all ROPSSAA and OFSAA regulations. The head and/or assistant coach must be a staff member of the school. Community coaches are welcomed to complete the module. Schools unable to meet the deadline for reviewing the coaches module are subject to a \$25.00 fine.

Section IV - ROPSSAA Competition

- (a) The playing regulations of each sport will define levels of play in ROPSSAA competition.
- (b) For senior/varsity team sports that have the potential to qualify for OFSAA, there will be up to three levels of competition offered.
- (i) OFSAA Level
 Teams agreeing to represent ROPSSAA at their OFSAA classification (A, AA, AAA) no later than the preseason meeting. Sport convenors will decide on the format of the season and teams will participate in OFSAA playdowns based on their classification (if necessary). Teams must abide by all ROPSSAA and OFSAA Transfer and Eligibility policies.
- (ii) Tier 1
 Teams are competitive but do not desire to declare their intention to compete for an OFSAA spot at the AAA level. Students must abide by the ROPSSAA Transfer and Eligibility policy. If there are no teams in the A or AA classification at a higher level and the team commits to OFSAA by the pre-season meeting, these teams may represent ROPSSAA at OFSAA but not participate in ROPSSAA playoffs. These teams must follow OFSAA Transfer and Eligibility policies and will participate in OFSAA playdowns (if necessary).
- (iii) Tier Two
 Teams agree that participation and development is the purpose. Students must abide by the ROPSSAA Transfer and Eligibility policy. If there are no teams in the A or AA classification at a higher level and the team commits to OFSAA by the preseason meeting, these teams may represent ROPSSAA at OFSAA but not participate in the ROPSSAA playoffs. These teams must follow the OFSAA Transfer and Eligibility policies and will participate in OFSAA playdowns (if necessary).

- (c) All team playoffs and championships will be 1 game only.
- (d) Playoff structures will be determined by each sports playing regulations and approved by ROPSSAA Council. 50% of participating teams making playoffs will be a guideline but not a hard cap in order to make a playoff structure that makes sense for each sport.
- (e) There must be a minimum of 6 teams participating in a sport level (i.e. junior/senior, OFSAA/tier1/tier2, boys/girls) for ROPSSAA sponsorship (includes scheduling, trophy and individual awards). If there are less than 6 teams in the OFSAA level, ROPSSAA will schedule the activity and provide the team trophy. Some levels may be combined to facilitate approval and sponsorship of a league/activity.
- (f) For team sports, schools are allowed one team per level (junior, senior). Schools are limited to one tier of competition per level where tiering exists.

Section V - OFSAA Competition

- (a) OFSAA eligible teams must use OFSAA eligible student athletes in ALL competition during the school year. OFSAA-eligible means the student meets all eligibility requirements as defined in the OFSAA playing regulations and the OFSAA by-laws. Any team using an ineligible student-athlete(s) in any competition during the school year forfeits the right to participate in the OFSAA Championship or Festival.

Notes:

1. The term "competition" does not exclusively refer to league play; it is defined as anytime two teams play against each other on a playing surface, whether in Ontario or elsewhere.
2. The requirements that only OFSAA-eligible student athletes be used in all competition applies solely to teams qualifying for OFSAA Championships or Festivals.
3. Team sports shall be considered:
Boy's golf, field hockey, senior football, senior basketball, senior volleyball, senior boys hockey, girls hockey, senior open curling, tier one baseball, senior rugby, boys lacrosse and senior soccer.

- (b) ROPSSAA entry to OFSAA competitions in individual sports shall be decided at ROPSSAA Championship competition.
- (c) ROPSSAA entry to OFSAA competitions in team sports will be decided in the following categories:

<u>Fall</u>	<u>Winter</u>	<u>Spring</u>
Boys Volleyball A, AA, AAA	Boys Basketball A, AA, AAA	Boys Soccer A, AA, AAA
Girls Basketball A, AA, AAA	Girls Volleyball A, AA, AAA	Girls Soccer A, AA, AAA
Girls Field Hockey 1 level	Girls Hockey A/AA, AAA	Girls Rugby A/AA, AAA
Football 1 level	Boys Hockey A/AA, AAA	Boys Rugby A/AA, AAA
Boys Golf	Boys Curling 1 level	Boys Baseball 1 level
Girls Golf	Girls Curling 1 level	Boys Lacrosse A/AA, AAA

- (d) ROPSSAA schools qualifying individuals and/or teams must meet all OFSAA expectations including but not limited to entry deadline, payment of entry fees, banquet attendance, supervision and behaviour policies. Teams that fail to do so may be sanctioned by ROPSSAA and/or OFSAA.

Note:

- : Senior teams only are eligible for OFSAA team play-down competition. Team members must meet ROPSSAA eligibility requirements and teams must compete in senior league schedules.
- : For baseball, basketball, football, soccer and volleyball, the team winning the ROPSSAA championship will be the AAA representative unless already declaring their intention for A or AA.
- : For hockey, boys lacrosse and rugby, the team winning the ROPSSAA championship will be the AAA representative unless already declaring their intention for A/AA.
- : 'A/AA' representation will be determined through OFSAA play-down competition. Eligible teams must declare their intention to participate by the deadlines announced.

Enrollment figures * for OFSAA levels of play:

A	1 - 500
AA	501 - 950
AAA	951 and above

*the FTE school population figures at October 31 of the previous school year will be used. For the 2023 – 2024 school year, the FTE school population's figures as of October 31st, 2022 will be used.

Note: Any school wishing to appeal their classification level must submit their appeal to ROPSSAA Council by May 1st of the school year they are appealing (e.g. four months prior to the start of that school year). Appeals of ROPSSAA Council's decision must be made to OFSAA by the specified date per OFSAA regulations.

Section VI - Start Times, Dates and Facilities

(a) Start Times and Dates

Will be outlined in ROPSSAA sport playing regulations, start times may be altered to suit the needs of competing schools and availability of officials upon agreement of all parties concerned. Schools requesting date, time or location changes must complete and submit a game change form (Appendix I). For league sports scheduled as a doubleheader the order of play shall be rotated at the halfway point of the season. There will be no regular season games in any sports played on the first Monday of each month. Playoff games may occur when necessary.

(b) Facilities

(i) It is recognized that the field and/or gymnasium facilities at each school, while similar, do have individual differences. The designated facility at the host school will be used for league and playoff games. All playoff games will be held at the school with the highest final standing after regular season play. Championships will follow the same guideline unless a location was pre-determined at the preseason meeting. In the case of a tie, the home field or home court will be determined by a coin toss.

(ii) Schools will notify the Athletic Convenors should they not be able to have home games by the date(s) given. Schools are responsible for securing proper facilities for all games and may also be required to submit proper confirmation to the Council, with the exception of schools in their first year of operation. Should schools need to play all away games they will be responsible for paying officials costs for those games where they would have been the home team. These games will be noted on the schedule.

Section VII - Guidelines for Championships

(a) Site: The site for any championship event must be approved by ROPSSAA Council prior to the pre-season meeting.

(b) Police: All championship events must have police present if ROPSSAA Council requests it.

(c) The ROPSSAA Championship may occur on the pre-approved date at the championship location unless otherwise approved by ROPSSAA Council.

(d) Awards are to be presented at the conclusion of the competition. Exceptions to this may occur when result tabulation makes this impossible.

(e) Sponsorship may be visible at the championships following approval from ROPSSAA Council and the Principal from the schools involved.

(f) Evening championships shall not begin prior to 4:30pm for a triple header and 6:00pm for a double header.

(g) For play-down tournaments all schools involved will be responsible for all costs for all games prior to the championship including officials, equipment etc.

Section VIII - The procedure for becoming an Approved ROPSSAA activity is:

- (a) Present to ROPSSAA Council, a rationale justifying the inclusion of the sport as an approved ROPSSAA activity.
- (b) Devise a set of playing regulations and operating procedures for the sport where appropriate.
- (c) Present these to ROPSSAA Council for discussion and approval.
- (d) ROPSSAA Council will ensure that the Principals, Physical Education Heads and Athletic Contacts are aware of the application.
- (e) The ROPSSAA Council approves procedures, and regulations will then be presented at a General Meeting for further discussion and approval.
- (f) Once the application has been approved, the activity must operate as an approved activity for at least one year before an application for sponsorship can be made. All guidelines regarding number of teams participating would then be in effect for sponsorship.

Section IX - Uniforms

- (a) For team sports, a school's uniform, as per the playing regulations, should predominantly include its, declared school colours. In the event of a conflict, the visiting team or the team not wearing their school colours must change or forfeit. Every attempt to play the game shall be made.
- (b) Athletes may not change their clothing in the competition area. For all outdoor sports athletes must arrive dressed to compete. Visiting teams requiring the use of washroom facilities must send a staff member into the school with the team member(s). For all indoor sports, athletes must move to the designated locker room or change area to change their clothing.
- (c) All competitors are expected to dress in uniforms that are neat, clean and conform to uniform requirements outlined in the Playing Regulations, and which maintain the integrity of the school's/Association's name, colours and logos. No sport club insignia on uniforms shall be permitted. A sport club is defined as a community, provincially or nationally based organization whose primary purpose is participation in organized competition in single or multi-sport programs.

A uniform is defined as a top, a bottom, warm-up T-shirt and track suit.

- (d) Commercial Sponsorship Criteria

Commercial sponsorship may be recognized on athletes' uniforms at ROPSSAA events provided the following criterion is met:

- (i) the product and/or service provided by the sponsor must be commensurate with the philosophical practice and policies of the school, the Association and the local Board of Education;
- (ii) only the same singular sponsor may be recognized on a team's set of uniforms;
- (iii) the manufacturer of the uniform may be recognized as the sponsor. If the manufacturer is not the sponsor, then the manufacturer's logo must be displayed very discreetly (i.e. smaller than 64 sq.cm and not longer than 10cm)
- (iv) this criteria must be met both on and in the immediate vicinity of the competitive area.

- (e) Commercial Sponsorship Placement Guideline

- (i) Singlets/Vests/Jerseys
Where uniform tops have sleeves, recognition of the sponsor must appear on one of either the left or right sleeve. The maximum area to be covered by the advertising on the sleeve is 64sq.cm. (maximum length 10 cm). Uniform tops without sleeves may display sponsorship on the left or right breast of the uniform top. The maximum area to be covered by the advertising on the uniform top without a sleeve is 24sq.cm, (maximum length 8cm.).

- (ii) **Shorts/Bottoms**
One piece of advertising, similar in nature to that permitted on the top of the uniform, will be permitted on the left or right thigh. The maximum area to be covered by the advertising on the shorts/bottoms is 64 sq.cm (maximum length 10 cm)
- (iii) **Warm-Up T-Shirt/Track Suits**
The permitted advertising on warm-up T-shirts and track suits will conform to the criteria for uniform tops and bottoms.
Schools may choose whether to recognize sponsors on the sleeve or breast area of the uniform top.
If the manufacturer's logo is discrete (i.e. smaller than 64sq.cm and not longer than 10cm.), then the sponsor's name may be displayed on the warm-up T-shirt and/or track suit.

Section X - Scheduled Games

- (a) Coaches are responsible for reviewing final league game schedules and playoff schedules as to locations, dates, and times to ensure their attendance.
- (b) Failure to attend at the scheduled time will result in forfeiture of the game and/or loss of opportunity to compete. The defaulting team will cover the costs associated with the game as determined by ROPSSAA Council.

Appeals may be made for the forfeiture occurring and must be submitted to ROPSSAA Council with a fee of \$25.00.

- (c) Failure to fulfill game requirements leading to the abandonment of a game will result in a loss for that team. An abandonment fee of \$100.00 will be assessed each time (does not apply to coach ejection). An incident report must be completed and submitted to the ROPSSAA Athletic office by the abandoning team within 24 hours of the game. No score shall be entered until after a Board of inquiry. A team abandoning a game will be required to cover any costs incurred as determined by ROPSSAA Council.
- (d)
 - (i) Schools must bring their own warm-up equipment and first aid kit.
 - (ii)
 - a) Schools must endeavor to arrive no earlier than 60 minutes before game time. Teams arriving earlier than this must be supervised by the head coach in an area where students from the home school do not congregate. Schools with team members who do not travel with the head coach (in taxis, cars, on foot, etc.) must inform players that they must wait for their head coach and should ensure that the head coach is the first to arrive at the host school.
 - b) Schools arriving for an away game between 30 and 60 minutes before game time must accompany the head coach to the competition area and liaise with the host school. The visiting team will be provided a safe waiting area and change room during this time and the visiting head coach must provide supervision of his/her players. Visiting athletes must bring all belongings with them to the competition area.
 - c) Visiting schools are entitled access to the competition area at the same time as the host school, and no later than 30 minutes before the game time (pertains to the first game).
 - d) Visiting schools are entitled access to a safe waiting area and change room at the completion of the competition.
- (e) If transportation is cancelled, any scheduled activity will be rescheduled to the next available date or to the date specified in the playing regulations of that particular sport. If transportation is cancelled but not Board-wide (e.g. Caledon only, certain independent schools), only activities involving those with affected schools will be rescheduled.

Section XI – Spectators and Supervision

- (a) Supervision of all ROPSSAA events at member schools is the responsibility of the principal of the host school. Supervision at ROPSSAA events not held at a member school is the joint responsibility of the participating schools.

(b) Public Facilities

In instances where a school's declared home field/gymnasium or arena is a public facility the host school must provide the appropriate supervision. Appropriate supervision is to be defined by the principal at the host school.

(c) League and Playoff Games

Host schools are to determine spectator access to school property and are responsible for the appropriate supervision of ALL spectators. Visiting teams interested in bringing spectators are responsible for contacting the host school to make arrangements including the appropriate supervision. Visiting coaches shall not be asked to supervise spectators from their school.

(d) Championship Events

Participating schools must send the appropriate supervision including a school administrator to all championship games.

Note: The appropriate supervision is not to include the coach of the game.

(e) Injury of an Athlete/Coach or Emergencies

In the event that an athlete is injured and must be taken to the hospital the staff sponsor must follow appropriate school policies. If an athlete injury may affect the resumption of a competition, the head coach (in consultation with officials and other affected coaches) will decide if the competition should be continued, suspended or forfeited.

In the event that the coach is injured and must be taken to the hospital or there is a personal emergency, the game must be suspended unless there is another approved member of the coaching staff (teacher) present. The activity may continue where appropriate, be suspended until a later date or be forfeited.

Following a Fire or Lockdown procedure being implemented, all parties including the host school administration, coaches and emergency personnel shall be consulted to determine if the event can continue or must be postponed. All parties should be in agreement.

(Discretion must be used with respect to the emotional, mental and physical well being of all participants at all times following any serious incident.)

In the event of a weather emergency the safety of all participants is the primary determining factor with respect to whether a contest can begin, continue or resume. Any cancelled activity should be reported immediately to the Athletic Convenor.

All emergency situations should be reported to the Athletic Convenor who will then notify ROPSSAA Council.

(f) Visitor Spectator Expectations

The expectation is that the visiting school contacts the home school administration prior to game day to find out the home school spectator policy. Visiting schools to provide supervision as outlined by the host school. The visitor policy applies to staff, students, parents and/or family members.

(g) Code of Behavior for Spectators

(i) Spectators are expected to adhere to the OFSAA/ROPSSAA Code of Behaviour of Spectators (Appendix J).

(ii) All banners, signs, or flags must be representative of the participating school and be positive in nature.

(iii) Spectators are to refrain from smoking while attending ROPSSAA events

Section XII - Equipment

- (a) Should a major piece of capital equipment be damaged or lost while being used at a ROPSSAA sponsored and/or approved scheduled event, the school that sustained the damage or loss may submit a request for financial assistance to ROPSSAA Council covering the repair or replacement. The request must be received within four weeks of the damage. Each request will be considered on an individual basis.

ARTICLE XII - JURY OF APPEAL

Section I - Members and Responsibilities

- (a) A Jury of Appeal will be selected at all pre-season sport meetings. The jury of appeal will consist of the Sport Convenor and four coaches from participating schools.
- (b) The Jury of Appeal shall make rulings on sport specific questions as they relate to interpretations of playing regulations.
- (c) Any Jury of Appeal member whose school has been named in the protest will not participate in the deliberations or vote on the appeal.
- (d) The chair of the Jury of Appeal will be the Sport Convenor.

Section II - Procedures for Lodging an Appeal

- (a) For team sports appeals must be communicated to the Sport Convenor and Athletic Convenors within one school day. Written documentation must be submitted within 2 school days, with copies to the Principals of the schools involved, unless the game is within the last 2 days of the season or is a playoff game in which case the appeal must be communicated and faxed to the Athletic Convenor(s) by 8:30am the morning following the game (Appendix K).
- (b) For sports where a day tournament or competition is held, the appeal must be communicated to the Athletic Convenor (if present) or Sport Convenor (or designate) within 15 minutes of the protested occurrence, followed by written documentation.
- (c) A fee of \$25 must accompany each appeal and will be forfeited to the Association should the appeal not be sustained.
- (d) Appeals of referees' decisions during competitions concerning the interpretation and/or application of rules will not be accepted.

Section III - Procedures for Conducting a Jury of Appeal

- (a) The Jury of Appeal shall be convened when a protest has been lodged following the procedures outlined above.
- (b) The Jury of Appeal shall communicate with any individual considered to be knowledgeable of the protest.
- (c) The Chair of the Jury of Appeal shall officially communicate, in writing, the decision of the Jury of Appeal to the following persons:
 - (i) ROPSSAA President
 - (ii) Athletic Convenors
 - (iii) The teacher lodging the appeal
 - (iv) Any other person(s) involved in the proceedings
 - (v) Coach(es) against whom the protest was lodged
 - (vi) Principals of the schools involved
 - (vii) Athletic Contacts of the schools involved

Section IV - Appeal Process

- a) Appeals of Jury of Appeal decisions must be lodged in writing by a school's Athletic Contact or Head Coach with the ROPSSAA President within two school days of the protested decision.
- b) The President will make a ruling in consultation with the parties involved and ROPSSAA Council.

ARTICLE XIII - BOARD OF INQUIRY

Section I - Members and Responsibilities

- (a) The Board of Inquiry will consist of a Principals Representative and two members of the executive (see Appendix L).
- (b) A 'ROPSSAA Board of Inquiry Request must accompany all requests for a Board of Inquiry ruling.
- (c) The Board of Inquiry shall make rulings on all matters not covered by playing regulations. The Board of Inquiry shall make rulings on questions as they relate to ROPSSAA constitutional policies and procedures.
- (d) The chair of the Board of Inquiry shall be the Vice Chair.
- (e) The Board of Inquiry shall include no members whose school may be involved or affected by any decisions made.

Section II - Requesting an Inquiry

- (a) Any member school may request an inquiry through the school Principal or the school Athletic Contact.
- (b) Requests for Inquiry must be submitted in writing within 48 hours of the matter in question. Requests are to be submitted to the Chair for distribution to the appropriate parties.
- (c) The ROPSSAA Council Chair may request a board of inquiry to deal with any matters concerning the association or its' members.

Section III - Inquiry Procedures

- (a) All parties involved will receive a written copy of the matter in question within 48 hours of the notification. Principals of any schools involved will be included in the notification process.
- (b) The ROPSSAA Chair will distribute all submitted information to ROPSSAA Council via email to determine if:
 - (i) The matter warrants a Board of Inquiry, and if so,
 - a) The matter warrants a Board of Inquiry before the next regularly scheduled ROPSSAA Council meeting. OR
 - b) The matter warrants a Board of Inquiry at the next regularly scheduled ROPSSAA Council meeting
- (c) if ROPSSAA Council decides that no Board of Inquiry is necessary, ROPSSAA will keep the request on file, all parties will be notified, and no further action will be taken.
- (d) If the matter warrants a Board of Inquiry prior to the next regularly scheduled Council meeting it will be scheduled via teleconference or at a location to be determined by the Chair of the Board of Inquiry.
- (e) The Chair of the Board of Inquiry shall notify all parties concerned of the intention to hold an inquiry.
- (f) All information to be considered in the inquiry must be submitted to the Chair of the Board of Inquiry within the timeline give. Timelines may be adjusted depending on the circumstances of the inquiry.

- (g) The Chair of the Board of Inquiry shall officially communicate in writing the decision of the board to the following persons:
 - (i) ROPSSAA Chair
 - (ii) The Principals of the Schools involved
 - (iii) The Athletic Contact of the School involved
 - (iv) Any other persons involved in the Board of Inquiry

Section IV - Board of Inquiry Appeals Process

- (a) Appeals of Board of Inquiry decisions must be lodged in writing by a school's Principal or Athletic Contact to the Chair within 48 hours of the decision. A fee of \$50.00 must accompany the appeal and will be forfeited to the Association should the appeal not be sustained.
- (b) An appeal will only be considered in the case where it can be shown that a procedural error has occurred or where new information, pertaining specifically to the original complaint, has come to light which has not been previously considered.
- (c) Board of Inquiry Appeals will be forwarded to a Board of Reference for a decision.

ARTICLE XIV - BOARD OF REFERENCE

- (a) The Board of Reference shall consist of a quorum ROPSSAA Council.
- (b) No member of the Board shall act if his/her school is involved.
- (c) The Board shall consider and deal with all matters of policy and principle affecting the Association and shall act as guardians for the conduct of the Association program.
- (d) The Board of Reference shall meet when the Chair deems it necessary.
- (e) The Chair shall request the presence of members of the Board of Reference, the individuals against whom the complaint is lodged, the Principals of the schools involved, the school Athletic Contacts, the person lodging the complaint, and witnesses of the alleged misconduct.
- (f) The Chair shall notify them of the date, time and location of the meeting.
- (g) Affairs relating to the Board of Reference meetings are to be discussed only at the Board of Reference.
- (h) The Chair will officially communicate the decision of the Board of Reference to the following:
 - (i) The person against whom the complaint was lodged.
 - (ii) The Principal of the schools involved.
 - (iii) The school's Athletic Contact.
- (i) All Board of Reference decisions will be final.

ARTICLE XV – PROTOCOL FOR BOARDS OF INQUIRIES/REFERENCES

1. Welcome and introductions.
2. Chair describes the process of the hearing (items 3 – 7 below).
3. Identified individuals(s) are asked for their comments on the situation. Individuals may provide witnesses they consider appropriate, offer additional evidence, and make submissions they choose.
4. Other representatives of the identified individuals(s) are asked if they have any comments.
Note: If parents are present, they are observers only.
5. Board asks questions.
6. Players and/or representatives are asked if they have any closing comments.
7. Adjourn.
8. Decision is communicated in writing to all parties involved and shall include reasons for the decision.

ARTICLE XVI - GENERAL

Section I - Coaching

- (a) School teams shall at all times be under the supervision of an approved staff member of the school which they represent, prior to, during and after the completion of the competition and until all of the team has left the site. Failure to comply may lead to sanctions by ROPSSAA Council.
- (b) All Head Coaches/Staff Sponsors must be a teacher, principal, or vice-principal and under contract by the school in which they are coaching. Non-staff/community coaches may help in coaching under the direction of the Head Coach/Staff Sponsor. Ejection of any head coach/staff sponsor results in forfeiture of the game and/or match if there is only one school staff member eligible to coach as per Article X. If there is more than one eligible staff members on the bench at the time of ejection, the game will be allowed to continue, and the ejected individual must leave the competition area (i.e. gymnasium/field).
- (c) Where an established school team is in competition and only certain members of that team have advanced in competition, and in special situations, where the coach is unable to attend, they may be supervised by a coach from another school, provided that certain rules outlined below are followed:

Both schools are in agreement. Both coaches must inform their Principals and the Sport Convenor as to the coach who will be supervising the students. Also, pertinent personnel information about the students must be passed on to the supervising teacher prior to departure. Pertinent information must include the student's name, home address, telephone numbers, where parents or guardians can be reached, Health Card Number, doctor's name and phone number.

- (d) Head and/or assistant coaches must attend the pre-season meeting workshop.
- (e) The reporting of scores is the responsibility of the winning team. In the case of a tie both teams are responsible for reporting the score. During the **regular season** scores must be sent in via the internet by 12:00noon the next calendar day. During **playoffs** the score must be reported via phone or the internet by 7:00pm the day of the game. Failure to report the score, for any reason by the prescribed time, will result in a loss for both teams during the regular season and the failure of either team from advancing during the playoffs.

Note: In the event that the ROPSSAA.org website cannot be access due to a website issue, an email should be sent to the appropriate Athletic Convenor at the time verifying your attempt to enter the score.

- (f) For activities that have a single game sheet for both teams, it will be the responsibility of the WINNING team to upload the game sheet. For activities that have one game sheet for each team, it will be the responsibility of each team to upload their own game sheet. All game sheets must be uploaded by 12:00noon the day following the game. Failure to do so may result in the team being ineligible to participate in ROPSSAA playoffs.
- (g) Head coaches are responsible for providing the first and last name of each competitor, in addition to the shirt number on game sheets (if applicable).
- (h) While ROPSSAA prefers that staff members act as coaches, the Head Coach may choose to use a non-staff member to act as assistant coaches (also known as "community coaches"). To ensure that administration approval has been given and that a criminal records check has been done, the names of school approved "community" coaches must appear on the eligibility list and game sheet (if applicable). All individuals in the bench area must appear on the eligibility list and the game sheet (if applicable). Should the name of any person in the bench area/surrounding area be found to not be on the eligibility list and/or game sheet (if applicable) the following is to occur:
 - (i) During the competition the non approved individual is to be removed from the bench/surrounding area, infractions to be reported to ROPSSAA Council by any coach for review.
 - (ii) If a non-approved individual is discovered after the competition, the Head Coach will be suspended until a Board of Inquiry is held into the matter.

Section II - Deportment

- (a) Coaches, team personnel and players are to abide by the ROPSSAA Code of Behaviour (Appendix N). Coaches or team personnel who are reported violating the Code are open to censure by the Association. In incidents where a coach has been ejected from competition ROPSSAA will review the circumstances of the ejection and refer the individual to either a Board of Inquiry or a Board of Reference.
- (b) Any incident involving team personnel who assaults (verbal, physical, or gestures) another team member or an official at a ROPSSAA competition, will be referred to a Board of Reference. The individual will be suspended from all further ROPSSAA and OFSAA competition until such time as a final decision has been made. The Board of Reference's decision may include suspension from any further competition at ROPSSAA or OFSAA in any sport for one calendar year or more.

Section III - Code of Behavior

- (a) It is the responsibility of all member schools, coaches, and athletes to uphold the integrity of the Code of Behavior (Appendix O).
- (b) The Code of Behavior will be included on the reverse of the Eligibility List. All athletes listed on the eligibility list must initial to indicate acknowledgement of the Code of Behavior.
- (c) All members of a team including coaches and managers are to refrain from smoking while attending ROPSSAA events.

Section IV - Officials

It is the expectation that officials not be assigned, where possible, to officiate any game involving their own school, and/or any game involving relatives and/or immediate family members. Coaches with knowledge of any potential conflict must notify the opposing head coach prior to the game starting. In instances where both coaches agree to play the game the results will stand. Individuals failing to report potential conflicts will be referred to a Board of Inquiry.

Section V - Transportation

If transportation is cancelled in either Board, any scheduled activity will be rescheduled to the next available date or to the date specified on the schedule or in the playing regulations of that particular sport. If transportation is cancelled but not Board-wide (e.g. Caledon only, certain independent schools), only activities involving those with affected schools will be rescheduled.

Section VI - Recruiting - Statement of Principle (from OFSAA)

ROPSSAA strongly condemns any attempt to recruit a student-athlete into a member school. Recruiting is defined as a representation of a school, either directly or through another party, encouraging a student to attend a school other than that in whose catchment area he or she resides for the purpose of being involved in extracurricular sport. The school representative could be a teacher, administrator, school district employee, school employee, student, parent, alumnus or any person representing themselves as a school contact.

A recruiting prohibition discourages exploitations of students, prevents over emphasis of athletics; gives average student-athletes more opportunity to participate; discourages adults from jeopardizing a student's eligibility and prevents misuse of athletic program.

Section VII - Reporting of Incidents

Coaches who witness serious and/or violent incidents must report them using the incident report form. Reports are to be submitted as soon as possible, and/or no later than 3 school days after the incident (Appendix P).

ARTICLE XVII - AMENDMENTS

Section I - Constitution

The Constitution may be amended only at the time of the Annual Meeting. Any proposed amendment shall be preceded by a circularized Notice of Motion. All amendments to the Constitution in order to be carried, must have a 2/3 majority vote of the member schools present. The voting members representing each school will be designated by the principal of that school. Notices of Motion must be in the hands of the Secretary by May 1 of the current school year.

Section II - Playing Regulations

- (a) The playing regulations may be amended at the post season meeting and approved by ROPSSAA Council. Those amendments not passed by the Council will be brought to the June General Meeting. Amendments to the playing regulations require a simple majority at a post season meeting and a 3/4 majority vote (see section I) at the General Meeting.
- (b) Post season motions must be sent to the athletic convenor within two (2) days of the ROPSSAA Championship. Motions will not be accepted at the post season meeting. If no motions are received, there will be not post season meeting.
- (c) Where no post season meeting is held, changes to the Playing Regulations should be forwarded directly to ROPSSAA Council for consideration at the June meeting. The Athletic Convenors have the authority to make housekeeping changes without submitting motions to Council or the AGM.
- (d) For team sports each participating team to receive 1 vote. For individual sports, each participating school is to receive 1 vote. Only staff members are able to vote. There are no proxy votes.
- (e) In the event of an emergency, the council shall have the authority to amend any playing regulations. Further, the Convenor of the affected sport or the Convenor's designate must be present to represent the coaches.
- (f) All playing regulations shall be in accordance with the current ROPSSAA Constitution. Any changes to the Constitution made at the Annual Meeting in June that may affect playing regulations shall be incorporated for the next school year and noted at the sports per-season meetings.

ARTICLE XVIII - ROPSSAA TRANSFER AND ELIGIBILITY COMMITTEE

Section I - General Procedures

The ROPSSAA Transfer and Eligibility Committee will consist of a minimum of 5 members. The Chair for the following year will be determined by the previous years' Committee, before the June General Meeting. Other members will be decided upon at the end of year meeting.

The Committee will meet a minimum of 7 times per year, to coincide with the start of the athletic seasons. Committee members are expected to attend 75% of the meetings, failure to do so will make them ineligible for the committee. Vacancies will be filled by appointment by ROPSSAA Council.

Dates and deadlines for the meetings will be published at the beginning of each school year.

Applications will only be considered if they are received by the day of the published deadline.

Notification of those athletes denied approval, will be faxed within 48 hours of the meeting. The list of approved athletes will be forwarded to transfer contacts.

Section II - Eligibility Concerns

- (a) Any athlete who has attended another school in the previous twelve months is considered a transfer athlete, and is thereby ineligible for interschool competition, until such time as approval has been granted by the ROPSSAA Transfer and Eligibility Committee.

- (b) In the event that a student is declared eligible by the ROPSSAA Transfer and Eligibility Committee, and that determination of eligibility is challenged by way of an appeal to the OFSAA Board of Reference, the following procedure shall be followed:
- (i) The challenge to the eligibility of the student shall be in writing and shall include the reason for the challenge, and shall refer to the section of the Transfer Policy on which the challenge is based. The challenge shall be directed through the ROPSSAA Appeal Board Chairperson to the OFSAA Board of Reference and shall be received no later than fourteen (14) days prior to the OFSAA/ROPSSAA competition in question. This challenge must be accompanied by a \$50.00 fee, refundable if the challenge is upheld;
 - (ii) Upon receipt of a challenge, the OFSAA Board of Reference shall notify the student and the student's principal, in writing, of the date, time and place that the appeal will be heard. In conjunction with the aforesaid notification, the OFSAA Board of Reference shall also include a copy of the challenge as submitted to the OFSAA Board of Reference;
 - (iii) The OFSAA Board of Reference shall notify the student and the student's principal of the date, time and place of the appeal by way of letters post-marked or delivered, no later than fourteen (14) days before the date of the appeal hearing;
 - (iv) At the hearing, the student and/or representative may attend and may call whatever witnesses or make whatever submissions he/she/they choose(s) and the OFSAA Board of Reference shall permit in its sole and exclusive discretion;
 - (v) The OFSAA Board of Reference shall render its decision, in writing, and in so doing shall state briefly the reason(s) for its decision. The decision of the OFSAA Board of Reference shall be final and conclusive and there shall be no right of appeal to any body or court of competent jurisdiction.

Section III - Falsified Information

Any student whose application form contains falsified information will be deemed ineligible for 12 months from the date, the application was processed.

Independent School Membership Application

This form must be completed on the ROPSSAA Website

School Name: _____

Street Address: _____

City: _____ Postal Code: _____

Phone: _____ Fax: _____

Principal Name: _____ Principal E-mail: _____

Athletic Contact Name: _____ Athletic Contact E-Mail: _____

Enrollment number as of October 31, 2023: _____

Projected enrollment number for September 2024: _____

Sports (please circle) Interested in Participating in (this is only a preliminary indication and not your final intents)

Alpine Skiing	Archery	Badminton	Basketball	Baseball
Bocce	Cross Country Running	Cricket	Curling	Field Hockey
Flag Football	Football	Golf	Ice Hockey	Lacrosse
Nordic Skiing	Rugby	Soccer	Softball (fast)	Softball (slow)
Swimming	Table Tennis	Tennis	Track & Field	Ultimate Frisbee
Volleyball	Wrestling			

Principal Signature

Date

note: this application is valid for the 2024 – 2025 school year only

Office Use Only

_____ approved

_____ not approved

_____ approved with conditions

ROPSSAA Chairperson

Date

MEMBER SCHOOL INFORMATION

SCHOOL	SHORT FORM	MASCOT	COLOURS
Applewood	(app)	'Axemen'	royal blue, red, white
Applewood School	(apple)		
Ascension	(asc)	'Eagles'	blue, gold, white
Blythe Academy	(bly)	'Coyotes'	blue, white
Bramalea	(bram)	'Broncos'	double blue, white
Brampton Centennial	(bcss)	'Bucks'	red, black, gold
Brampton Christian Academy	(bca)	'Kings'	maroon, grey, white
Bronte College	(bronte)	'Dragons'	gray, burgundy
Cardinal Ambrozic	(broz)	'Riverhawks'	maroon, gold, white
Cardinal Leger	(cleg)	'Lancers'	double blue, white
Castlebrooke	(cbk)	'Dragons'	black, silver, white, midnight green
Cawthra Park	(caw)	'Panthers'	navy blue, white, orange
Central Peel	(cpeel)	'Griffins'	green, white, black, gold
Chinguacousy	(ching)	'Timberwolves'	green, white, red
Clarkson	(clk)	'Chargers'	gold, black, white
David Suzuki	(zuki)	'Grizzlies'	light blue, dark blue, green, white
Erindale	(erin)	'Raiders'	green, blue, white
Father Goetz	(fgtz)	'Gators'	green, silver, blue
Fletcher's Meadow	(fmss)	'Arrows'	teal, grey, black, white
Glenforest	(glf)	'Gryphons'	brown, gold, white, navy
Harold M. Brathwaite	(brath)	'Blizzard'	purple, silver, black, white
Heart Lake	(hlss)	'Hurricanes'	red, blue, silver, white
Holy Name	(hn)	'Royals'	royal blue, white
Humberview	(humb)	'Huskies'	navy blue, red, yellow
Iona	(iona)	'Dolphins'	teal, orange
Jean Augustine	(jass)	'Phoenix'	orange, blue, grey, green
Jeunes sans Frontieres	(jsf)	'Jaguars'	navy, white, red
John Cabot	(jc)	'Colts'	hunter green, red, white
John Fraser	(jf)	'Royal jaguars'	royal blue, silver, white
Judith Nyman	(nyman)	'Hornets'	black, gold
Lincoln M Alexander	(linc)	'Lynx'	navy blue, silver, white
Lorne Park	(lpk)	'Spartans'	red, white grey
Louise Arbour	(arb)	'Eagles'	green, yellow, black, white
Loyola	(loy)	'Warriors'	navy, white, grey
Mayfield	(may)	'Mavericks'	navy blue, gold, white
Meadowvale	(mead)	'Falcons'	powder blue, brown, white
Mentor College	(ment)	'Marauders'	navy, green
Mississauga	(miss)	'Lions'	green, blue, silver, white
Newton's Grove School	(ngs)	'Knights'	navy, gold
North Park	(npk)	'Vikings'	royal blue, orange
Notre Dame	(nd)	'Knights'	black, silver
Olive Grove High School	(oghs)	'Eagles'	navy, white
Our Lady of Mount Carmel	(olmc)	' <i>Courage</i> '	navy, white, red
Parkholme	(park)		blue, yellow
Philip Pocock	(poc)	'Pirates'	black, gold
Philopateer Christian College	(phil)	'Panthers'	blue, white
Port Credit	(pc)	'Warriors'	blue, gold, white
Rick Hansen	(rhan)	'Storm'	gold, maroon, grey, black
Robert Hall	(hall)	'Wolfpack'	green, blue, gold
Sandalwood	(sand)	'Sabres'	burgundy, gold, black
Sherwood Heights School	(shs)	'Sharks'	navy, blue, white
St. Aloysius Gonzaga	(zaga)	'Bulldogs'	navy, orange, yellow-gold, white
St. Augustine	(staug)	'Falcons'	royal blue, red, white

SCHOOL	SHORT FORM	MASCOT	COLOURS
St. Edmund Campion	(camp)	'Bears'	blue, gold, white
St. Francis Xavier	(fx)	'Tigers'	blue, gold, white
St. Joan of Arc	(jarc)	'Angels'	black, pewter, vegas gold
St. Joseph	(stj)	'Jaguars'	purple, white
St. Marcellinus	(marc)	'Spirit'	red, black, white
St. Marguerite d'Youville	(dville)	'Panthers'	black, royal blue, white
St. Martin	(stm)	'Mustangs'	purple, gold
St. Michael	(mike)	'Thunder'	blue, yellow
St. Paul	(stp)	'Wolverines'	green, white, black
St. Roch	(roch)	'Ravens'	black, purple, gold, white, red
St. Thomas Aquinas	(aqu)	'Cardinals'	red, black, white
Ste. Famille	(stef)	'Cougars'	green, black, gray, white
Stephen Lewis	(lewis)	'Lynx'	red, white, black
Streetsville	(sss)	'Tigers'	black, white, orange
T.L. Kennedy	(tlk)	'Kougars'	garnet, grey, white
<i>Tall Pines School</i>	<i>(tps)</i>	<i>'Timberwolves'</i>	<i>black, grey, white, baby blue</i>
Turner Fenton	(tf)	'Trojans'/'Trojads'	black, silver, white, blue
West Credit	(wc)	'Panthers'	blue, white, grey
Woodlands	(wood)	'Rams'	gold, crimson

Note – Applewood School and Parkholme membership applies to Special Event Track & Field, Special Event Bowling, Special Event Basketball and Bocce only.

Note – Each school may declare a maximum of four school colours.

ROPSSAA CONVENOR BUDGET FORM

SPORT:	YEAR:
CONVENOR:	

<u>REVENUE</u>	
GATE RECEIPTS	\$
DONATIONS	\$
SPONSORSHIP	\$
OTHER (please specify)	\$
TOTAL REVENUES	\$
<u>EXPENSES</u>	
OFFICIALS	\$
FACILITY FEES	\$
VOLUNTEERS SNACKS	\$
ATHLETIC TRAINERS	\$
OTHER (please specify)	\$
TOTAL EXPENSES	\$
NET PROFIT/LOSS	\$

Respectively submitted by:
Date:

ROPSSAA Use only:
Report accepted on:
Funds transferred to Treasurer:
Notes:

ROPSSAA Summary of Fees

Section of Constitution	Section title	Fee
Article VII, section I	Membership Fees	Each School - \$200 + 0.90c per student Schools in arrears will be assessed a minimum \$100.00 penalty
Article VII, section IV	Admission Fees	A maximum of \$5.00 for students with student identification; \$10.00 for adults
Article X, section III	Transfer and Eligibility	Applications received after the last scheduled ROPSSAA date for the school year will be reviewed upon receipt of a fee of \$50.00 per application
Article X section IV	Eligibility Lists	A \$25.00 fee for incomplete eligibility forms received after the deadline date announced at the pre-season meeting
Article XI section III	Intent to participate: Team Sports	League schedules after the first draft has been made: \$50.00 drop \$250.00 add \$300.00 tier changes \$75.00 league schedule replacement Pre-season meeting 'subsequent' meeting: \$25.00
Article XI section III	Intent to participate: Non-League Sports	\$50.00 deletions of Non-League Sports \$50.00 late entries less than 12 hours past the entry deadline \$100.00 Late entries 12 – 24 hours past the entry deadline \$250.00 late entries 24 – 36 hours past the entry deadline Preseason meeting 'subsequent' meeting: \$25.00
Article XI section X	Scheduled games	The defaulting team will cover all cost associated with the game as determined by ROPSSAA Council. A team abandoning a game may be required to cover any costs incurred as determined by ROPSSAA Council. *Appeals can be submitted to ROPSSAA Council with a \$25.00 fee
Article XII section II	Procedures for lodging a appeal (for jury of appeal)	A fee of \$25.00 must accompany each appeal
Article XIII section IV	Board of inquiry appeals process	A fee of \$25.00 must accompany each appeal

School: _____ Submitted by: _____
(transfer contact)

ROPSSAA TRANSFER AND ELIGIBILITY POLICY APPEAL FORM

Date of Application to ROPSSAA (please circle one) Fri. Sept. 15 Fri. Sept. 29 Fri. Oct. 27 Fri. Nov. 17 Fri. Dec. 1 Fri. March 1 Fri. March 22 Fri. May 3
appeals to ROPSSAA only

PART A - STUDENT INFORMATION (Please print)

Applicants Name: _____ Birth date _____
Last First Month / Day / Year

Residences: List ALL addresses used DURING HIGH SCHOOL together with occupancy dates. In each circumstance indicate who the applicant was living with.

PRESENT ADDRESS		DATE IN		LIVING WITH Print actual name(s) <u>and</u> relation.
<div># Street Apt# City/Town</div> <div>Postal Code Home Tel. #</div>		<div>day/month</div> <div>year</div>		
PREVIOUS ADDRESSES (to account for <u>all</u> addresses while attending <u>high school</u> - address must be provided in order of calendar year most recent to least recent)		DATE IN	DATE OUT	LIVING WITH Print actual name(s) <u>and</u> relation.
<div>(1) # Street Apt# City/Town</div> <div>Postal Code Home Tel. #</div>		<div>month</div> <div>year</div>	<div>month</div> <div>year</div>	
<div>(2) # Street Apt# City/Town</div> <div>Postal Code Home Tel. #</div>		<div>month</div> <div>year</div>	<div>month</div> <div>year</div>	
<div>(3) # Street Apt# City/Town</div> <div>Postal Code Home Tel. #</div>		<div>month</div> <div>year</div>	<div>month</div> <div>year</div>	
<div>(4) # Street Apt# City/Town</div> <div>Postal Code Home Tel. #</div>		<div>month</div> <div>year</div>	<div>month</div> <div>year</div>	

PRESENT HIGH SCHOOL _____ DATE OF ENTRY month _____ day _____
year _____ semester _____

PREVIOUS HIGH SCHOOLS (list ALL high schools attended in reverse order)	DATE OF ENTRY Month / Day / Year	T / S	SCHOOL - CITY, PROV., COUNTRY
<div>(1) _____</div>	<div>month day year</div>	<div>_____</div>	<div>_____</div>
<div>(2) _____</div>	<div>month day year</div>	<div>_____</div>	<div>_____</div>
<div>(3) _____</div>	<div>month day year</div>	<div>_____</div>	<div>_____</div>

Month and year of entry into Grade 9: _____ # of credits earned as of last June: _____ # of credits earned Semester I this year if applicable: _____

Applicants Name: _____

Sports played at the HIGH SCHOOL INTERSCHOOL LEVEL during 12 months prior to transfer (if NONE indicate):

Alpine Skiing	Archery	Badminton	Basketball	Baseball
Cricket	Cross Country Running	Curling	Field Hockey	Flag Football
Football	Golf	Ice Hockey	Lacrosse	Nordic Skiing
Rugby	Soccer	Fast-pitch Softball	Slo-pitch Softball	Swimming
Table Tennis	Tennis	Track and Field	Ultimate Frisbee	Volleyball
Wrestling	NONE			

STUDENT'S RATIONALE FOR ELIGIBILITY: (PLEASE PRINT CLEARLY. Use a separate paper if necessary).

There are 15 sections under which an applicant may apply to be eligible for interschool competition. Select **ONE** of the 15 sections **ONLY** (1 box).Before determining the section of the Transfer Policy under which your appeal will be made, read the entire Policy carefully so as to ensure that you are appealing under the appropriate section and that you are able to provide the documentation required.

Every student who has been registered as a transfer from another high school (anywhere) within the previous twelve (12) months is ineligible for all ROPSSAA and OFSAA-sanctioned events, unless he/she appeals and is deemed eligible by the ROPSSAA and/or OFSAA Board of Reference Transfers.

- ☐ (a)(i) There has been an accompanying change in permanent residence by the student and his/her immediate family to the designated school from any system (public, catholic, independent) according to school board boundaries (or is the closest school in the student's choice of school system to the student's home if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith. The student must have moved out of the school board boundaries of the sending school, or if the sending school has no school board boundaries, the receiving school must be closer to the student's new permanent residence than the sending school (see Note 7). Immediate family is the parent(s) or the student's legal guardian as determined by a court of competent jurisdiction. The student and his/her immediate family must completely and permanently move from the former residence. **The student must provide evidence/documentation confirming that they are residing in a new permanent residence, and evidence/documentation that they have completely and permanently moved from the former residence.** See Note 8.

note: must provide at least **ONE** of the following pieces of documentation to support this appeal (indicate proof provided)

- _____ telephone and/or utility service operative at the new residence and disconnected at the old
- _____ real estate documents indicating and verifying a change of residence (e.g., sale and purchase agreement)
- _____ parents/court-appointed guardians' property tax bill listing the new residence
- _____ insurance slip for home and auto insurance
- _____ school documentation showing that sibling(s) attend local elementary school and/or the same high school as the transferring student (date of entry for the sibling(s) must be prior to **current** school year)

AND proof of legal guardianship if living with someone other than mother and father included _____ YES

Note: any other documentation that is requested which establishes the student and his/her immediate family is living at the new residence.

Applicants Name: _____

☐ (a)(ii) The student has transferred to an Ontario school from outside Canada and outside the United States and is attending the designated school in their choice of system (public, catholic or independent) according to school board boundaries; or is attending the closest school in the student's choice of system to the student's home if no school boundaries exist; or is attending a school assigned by the school board. If the independent school is faith-based, the student must attend the closest independent school of that particular faith. See Note 8.

☐ (a)(iii) The student has transferred as a result of the closure of his/her former school and is attending the school designated by the School Board.

☐ (b)(i) The student did not participate in any sports at the interschool level for twelve months prior to the date of transfer.
Note: Students in their first year of grade 9 may not apply under this section.

written confirmation from one of the following at the previous school must be included

Principal Vice Principal PHE Head Athletic Contact Transfer Contact

☐ (b)(ii) The student accepts his/her ineligibility under the Transfer Policy, but requests eligibility for the sports he/she did not participate in at the interschool level for the twelve months prior to the date of transfer.
Note: Students in their first year of grade 9 may not apply under this section.

written confirmation from one of the following at the previous school must be included

Principal Vice Principal PHE Head Athletic Contact Transfer Contact

☐ (b)(iii) The student transferred to another school for a period of less than one school year and is returning to the school he/she attended prior to the transfer. The student must not have participated in any sports at the interschool level while attending the other school.

written confirmation from one of the following at the previous school must be included

Principal Vice Principal PHE Head Athletic Contact Transfer Contact

☐ (c)(i) The student **has been placed** in a school by an I.P.R.C. (Identification, Placement and Review Committee) decision. The Transfer and Eligibility Committee shall require and receive a letter from the principal of the school from which the student has transferred, stating the reason for the placement of the student by I.P.R.C.

note: application under this section requires proof of **EACH** of the following

_____ timetable _____ transcript _____ IPRC letter

☐ (c)(ii) The student has transferred from an Independent school to a Public or Catholic school as a result of an educational exceptionality which the independent school was unsuccessful in accommodation. In such cases, the student was unable to access the I.P.R.C process.

note: application under this section requires proof of **EACH** of the following

_____ a psycho educational assessment diagnosing an education exceptionality

_____ documentation from the Independent school demonstrating the strategies used to attempt to accommodate the educational exceptionality

_____ documentation from the receiving school confirming additional and/or new methods being provided to accommodate the educational exceptionality, which were not being provided at the sending school.

☐ (c)(iii) The student has completed an English Language Learner or English Dialect Learner program, and as a result, the school board is requiring the student to transfer to their designated school. The student must transfer by the beginning of the school year following completion of the program and must provide documentation from the school board confirming completion of the English Language Learner or English Dialect Learner program and confirming the student has been placed in his/her designated school.

Applicants Name: _____

- ☐ (d)(i) The student has transferred prior to their grade 10 year for exceptional personal, social or academic reasons. The appeal must be accompanied by documentation from the sending school's administration and/or independent sources to confirm the exceptional reason. The student must attend the next closest school to their home residence if remaining in the same system. If changing systems, the student must attend the designated school according to school board boundaries (or the closest school to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith.

Note: application under this section requires proof of **EACH** of the following.

_____ timetable _____ transcript _____ letters of explanation/support

- ☐ d(ii) The student has changed residence to live with a custodial parent for exceptional personal reason or the student has changed residence to live with a new court-appointed legal guardian for exceptional personal reasons. Documentation showing that there was just cause for the move must accompany the appeal. The student must attend the designated school from any system (public, catholic, or independent) according to school board boundaries (or the closest school in the student's choice of school system to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith.

Note: application under this section requires proof of **EACH** of the following.

_____ timetable _____ transcript _____ court order _____ letter of explanation/
(if applicable) support

AND ONE of the following pieces of documentation to support this appeal is required

_____ telephone and utility service operative at the new residence and disconnected at the old
 _____ real estate documents indicating and verifying a change of residence (e.g., sale and purchase)
 _____ parents/court-appointed guardians' property tax bill listing the new residence
 _____ insurance slip for home and auto insurance

AND proof of guardianship if living with someone other than mother and father included _____ YES

- ☐ (d)(iii) The student has transferred to remove him/herself from an abusive home environment. Documentation detailing the abusive situation shall be provided by the applicant from the sending school, psychologists, social worker, medical doctor or police, as the case may be. (All documentation will be reviewed respecting confidentiality). The student must attend the designated school from any system (public, catholic, or independent) according to school board boundaries (or the closest school in the student's choice of school system to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith.

note: application under this section requires proof of **EACH** of the following

_____ timetable _____ transcript _____ letter(s) of explanation/support

- ☐ (d)(iv) The student has been forced to leave an independent school specifically due to financial hardship. The appeal must include the following information: information regarding change in tuition fees; documentation regarding family requests for bursary assistance to meet financial hardship; documentation regarding significant changes in the financial situation of the family; and confirmation that the student will be attending the designated school in their home catchment area. The student must attend the next closest school to their home residence if remaining in the same system. If changing systems, the student must attend the designated school according to school board boundaries (or the closest school to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith.

note: application under this section requires proof of **EACH** of the following

~~_____ timetable~~ _____ timetable ~~_____ transcript~~ _____ transcript ~~_____ letter(s) of explanation/support~~ _____ letter(s) of explanation/support

- ☐ (d)(v) The student has transferred due to the fact that the student was the victim of bullying and after attempts to resolve the issue the sending school agreed that it was in the best interest of the student to transfer schools. The student must attend the next closest school to their home residence if remaining in the same system. If changing systems, the student must attend the designated school according to school board boundaries (or the closest school to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith.

note: application under this section requires proof of the following

_____ a letter from the sending school's administrator AND/OR Superintendent in support of the transfer

note: application under this section requires proof of EACH of the following

(e) The student has transferred schools and accepts his/her ineligibility to participate on any OFSAA eligible team. The student would be eligible to participate on any team that cannot participate in any OFSAA sanctioned event. Should the student wish to compete in a sport that has the potential to qualify for OFSAA, they must be approved under any other category of the Transfer Policy.

Note: As per the ROPSSAA Constitutions, students applying under category E do not need to complete the transfer form. Transfer process is still required to be processed through the OFSAA Hub for category E students.

Notwithstanding any of the above, no student may participate in the same sport for more than one school in the same league or municipality in the same school year unless the student is ruled eligible by the ROPSSAA Transfer and Eligibility Committee or the OFSAA Board of Reference under subsection (a) of the Transfer Policy. Participate means competing in exhibition games and invitational tournament/events, not just league play.

1. Once a student has changed schools he/she is considered a transfer student and even if he/she returns to a school, he/she must comply with the Transfer Policy.
2. The word “participate” in section (b) of the Transfer Policy means competing for your school in that activity. This includes exhibition games and invitational tournaments/events not just league play.
3. The Transfer and Eligibility Committee **will not consider** as reasons for transfer:
 - (i) the relative ranking of schools or the differences in delivery of courses with the same Ministry course codes;
 - (ii) that a sport or team is no longer offered at the previous school
4. Students moving from a school in a strike/lock-out area are ineligible for all sports played in the previous 12 months from their date of entry into the new school.
5. Students who attend an alternative school or alternative school program (i.e. PAS schools, Continuing and Adult Education, Archbishop Romero) who are returning to the school they attended prior to the alternative school or alternative program, are not considered transfer students provided they did not play sports while at the alternative school or alternative program.
6. Driving distance shall be used to determine the closest school to a student’s home residence.
7. Students transferring from other provinces, states or countries are ineligible if they have graduated from high school or equivalent, or if they have used their years of eligibility in the province, state or country from which they are transferring. This does not apply to students who have graduated in the previous school year from secondary school in Quebec, provided they meet one of the criteria for eligibility in sections a-d of the transfer policy.
8. When applying under section (a) (i), the student must provide evidence/documentation confirming that he/she and their immediate family are residing in a new permanent residence and that they have completely and permanently moved from the former residence. When applying under section d (ii) of the policy the student must provide evidence/documentation confirming that they are residing in a new legal residence. In both cases such evidence/documentation may include:
 - telephone and utility service operative at the new residence;
 - telephone and utility service disconnected at the former residence;
 - real estate documents indicating and verifying a change of residence (e.g., sale and purchase);
 - parents/court-appointed guardians' property tax bill listing the new residence;
 - insurance slip for home and auto insurance;
 - school documentation showing that sibling(s) attend local elementary school and/or the same high school as the transferring student;
 - any other documentation that is requested which establishes the student and his/her immediate family is living at the new residence.
 - For a(ii) only, students may provide documentation confirming they have been processed by the school board’s assessment center.

Applicants Name: _____

9. Prep/elite teams fall into two categories: a school prep/elite team and a non-school prep/elite team. A school prep/elite team is a team that represents the school in competition and/or is under the oversight of the school administration. If a student participates for a school prep/elite team, and then that student transfers schools, he/she may not apply under section b (i), and he/she is considered to have participated in the prep/elite team sport at the interschool level if applying under section b (ii) or b (iii).

To the best of my knowledge the above information is accurate. Any student submitting falsified information on this form will be deemed ineligible for twelve (12) months from the date of the ROPSSAA/OFSAA appeal.

Note: Production of evidence/documentation described above does not guarantee eligibility.

 Signature of Student

 Signature of Transfer and Eligibility Contact

 Print Name of Parent/Guardian and relationship to applicant

 Signature of School Principal or Vice Principal

 Signature of Parent/Guardian

 Print Name of Principal or Vice Principal (above)

ROPSSAA
High Performance Sport Tracking Sheet

This form is to be completed each year by all students entering or continuing at a sport school / sport academy, where the student does not live within the school board designated boundaries. Completed forms must be submitted to the ROPSSAA Convenor through the school Athletic Contact by the 15th of September for grade 9 students or within 15 days of attending the sport school/sport academy for transfer students.

Student Name: _____ Gender: F ___ M ___

Ontario Education Number: _____ Date of Birth: _____ Home Phone: _____
Day / Month / Year

Home Address: _____
Street Address City / Town Postal Code

School attended previous year: _____
School Name

Previous School Address: _____
Street Address City / Town Postal Code

Closest Secondary School to your home: _____
School Name

Sport of Focus / Specialization	Highest Level of Competition (eg. Tier/Division, Regional, Provincial, National)	Club Affiliation & Team Name (Include phone # or e-mail of contact person)	Hours of Training & Competition per Week

List all other sports played outside of school in the previous 12 months.

Sport (For Track and Field list events)	Level of Competition (eg. Tier/Division, Regional, Provincial, National)	Club Affiliation & Team Name (Include phone # or e-mail of contact person)	Hours of Training & Competition per Week

Notes: This completed form is required for students to participate in interschool sport.

- Students submitting inaccurate or misleading information will appear before a Board of Reference and may lose their eligibility to play interschool sport.

Student Signature

Parent/Guardian Signature

School Athletic Director Signature

Principal Signature

Personal information is collected pursuant to the Education Act and will be used to determine eligibility for interschool sport. Information will be retained for four years from the date of last use. For more information contact the ROPSSAA Athletic Convenor

ROPSSAA ELIGIBILITY LIST

APPENDIX G 2023 – 2024

SCHOOL	SPORT	LEVEL
Any student who attended another high school in the previous 12 months who has not been approved by the ROPSSAA Transfer and Eligibility Committee is not eligible (if elementary student indicate postal code of their current address or name of Regional Program). Please type or print - arrange names in alphabetical order.		

[illegible]

We hereby certify that the above students:

- Bona fide students of this school who meet the eligibility requirements of the ROPSSAA Constitution (as outlined on the back).
- Have reported the above year of birth as recorded in their student record (SIS or Trillium).
- Have read and acknowledged the code of behavior (as outlined on the back).

*HEAD COACH (PRINT)

STAFF ASSISTANT COACH (PRINT)

STUDENT MANAGER (PRINT)

HEAD COACH (SIGNATURE)

STAFF ASSISTANT COACH (PRINT)

STUDENT MANAGER (PRINT)

HEAD COACH E-MAIL

COMMUNITY COACH** (PRINT)

PRINCIPAL SIGNATURE

COMMUNITY COACH** (PRINT)

*** THE HEAD COACH MUST BE A STAFF MEMBER OF THE SCHOOL ** COMMUNITY COACHES REQUIRE A CRIMINAL REFERENCE CHECK**

see over (page 2)

ARTICLE X - ELIGIBILITY

Section I

- (a) All students are eligible for ROPSSAA athletic competition if they qualify under OFSAA eligibility rules and ROPSSAA sport playing regulations. They must also be bona fide students in the opinion of the principal of the school they represent.
- (b) A bona fide student is:
 - (i) Students who have achieved fewer than twenty two (22) credits must be taking courses which define them as full time students under the Ministry of Education definition. Namely, in a semestered school, a student must be registered in a minimum of three (3) full day school credit courses while participating in athletics. A student in a traditional school must be registered in a minimum of six (6) full day school credit courses.
 - (ii) Students who have achieved twenty two (22) credits must be registered in either a minimum of two (2) full day school credit courses in a semestered school while participating in ROPSSAA or in a minimum of four (4) full day school credit courses while participating in ROPSSAA.
 - (iii) Students may be exempted from the above course requirements if they have an accommodated timetable or course load as directed by a regulated mental health professional with education and training to assess, diagnose, and treat mental health conditions (i.e. Psychiatrist, Psychologist, Clinical Psychiatric Nurse) and supported by medical documentation. A request for an exemption, with a letter from a regulated mental health professional confirming the student is under their care and that an accommodated timetable or reduced course load is required, must be presented to the Association for approval prior to or during the applicable competition season. In such cases, the student in a non-semestered school must be registered in a minimum of 2 full day credit courses; in a semestered school, a student must be registered in a minimum of one (1) full day school credit course in the semester in which he/she participates.
- (c) Students will be eligible to participate for no more than 5 consecutive school years from entry into grade 9.

*See transfer and eligibility policy.

Appendix J - Code of Behaviour for Spectators

Cheer in a positive manner, respect officials' decisions, do not interfere with the competition, keep off the playing area, be courteous and respectful, and refrain from smoking while attending ROPSSAA events.

Appendix O - Code of Behaviour

In light of the fact that interscholastic athletics is an enriching aspect of the total school program, it is crucial that the positive values of human interaction be encouraged. Cross-sport consistency in all ROPSSAA schools is a priority.

All athletes and coaches are expected to uphold the highest ideals of sportsmanship and fair play. Respect must be shown to teammates, opponents, coaches, officials, and spectators. The following behaviours will not be tolerated in practices, in travel, or at competitions:

1. Obscene language
2. Gestures viewed as disrespectful, aggressive, or violent
3. Insulting the opposition, "trash talk"

All members of a team including coaches and managers are to refrain from smoking while attending ROPSSAA events.

It is the responsibility of the coach to ensure that the Code of Behaviour is followed for the enjoyment of all participants and spectators. The coach shall be a positive role model.

Any person who has a concern regarding behaviour in an athletic match is asked to notify the Region of Peel Secondary School Athletic Association executive.



All Star Activity Application
(must be submitted 30 days prior to the event)

Appendix H

Activity/Sport: _____

Applicants Name: _____ Applicants School: _____

Phone: _____ Fax: _____

E-Mail Address: _____

Type of Competition: ROPSSAA REGIONAL

Level of Competition: Junior Senior

Name(s) of all coaches who will be in the bench area (include name & school)

Indicate by check mark that the following are attached

_____ description/summary of event	_____ schedule
_____ selection process, including dates	_____ preliminary budget
_____ event date	_____ selection/tryout information list (to be submitted following approval of the event and a maximum of 2 school days following the tryouts).
_____ event location	

Office Use

_____ approved	_____ not approved (see attached)
_____ approved with conditions	

_____ ROPSSAA Chairperson	_____ Date
---------------------------	------------

Sport

(Must complete and submit within 24 hours of team selection)
(Fax #905.890.0771)

[illegible]

page 2 of 2



ROPSSAA GAME CHANGE FORM

Appendix I

FROM: _____
Name School

Requests must be received by the deadline given at the preseason meeting.

Late requests may not be reviewed.

Please allow up to 3 school days for confirmation.

Confirmation will be sent to both contacts indicated on this form.

SPORT _____

Game(s) to be moved _____ at _____
Visiting Home Level(s)

From _____ to _____
game date & time game date & time

Reason : _____

Location (if applicable): _____

School requesting change _____ Contact _____

School agreeing to change _____ Contact _____

3rd School agreeing to
change*** _____ Contact _____

***This section will only be completed if there is a double header involving more than 2 schools

***start times that are earlier than originally scheduled must be approved by both school principals.**

***night games must be approved by both school principals**

***games on the first Monday of each month must be approved by both school principals**

Schools acknowledge that administration has been made aware of and approves of the requested game change (if required)

THIS FORM MUST BE COMPLETED ELECTRONICALLY THROUGH THE ROPSSAA WEBSITE.



CODE OF BEHAVIOR FOR SPECTATORS

CHEER IN A POSITIVE MANNER

RESPECT OFFICIALS' DECISIONS

DO NOT INTERFERE WITH THE
COMPETITION

KEEP OFF THE PLAYING AREA

BE COURTEOUS AND RESPECTFUL

FAILURE TO COMPLY WITH THIS CODE
OF BEHAVIOUR MAY LEAD TO EJECTION



THIS FORM MUST BE COMPLETED ON THE ROPSSAA
WEBSITE

Appendix K

ROPSSAA
Jury of Appeal Request

School Submitting: _____ Date of Submission: _____

Submitted by: _____ Dpt Ext: _____ VM Ext: _____

E-Mail of above: _____

Sport: _____ Playing Regulation under review: _____

This form must accompany any correspondence that intends to appeal a ROPSSAA sport playing regulation.

Current Decision/Situation under Review

Requested Decision (attach the rationale for this decision)

_____ \$25.00 cheque payable to ROPSSAA dropped off to Athletic Convenors
or
_____ school accepts \$25.00 fee on their next invoice

Principal Signature _____

Copies must be emailed to

_____ athletics@peelsb.com

_____ sport Convenor

_____ Coach Name	_____ Athletic Contact Name	_____ Principal Name
_____ Signature	_____ Signature	_____ Signature
_____ Coach E-mail	_____ Athletic Contact E-mail	_____ Principal E-mail

Athletic office use only

Copies sent to parties indicated below

_____ principal	_____
_____ principal	_____
_____ athletic contact	_____
_____ opposing head coach	_____
_____ other	_____



**THIS FORM MUST BE
COMPLETED ON THE
ROPSSAA WEBSITE**

**ROPSSAA
Board of Inquiry Request**

School Submitting: _____ Date of Submission: _____

Submitted by: _____ Dpt Ext: _____ VM Ext: _____

E-Mail of above: _____

☐ This is a formal request for a board of inquiry concerning the ROPSSAA Constitution and/or its members.
This form must be included with all correspondence that intends to request a ROPSSAA Board of Inquiry.

☐ \$25.00 cheque dropped off/courier to the ROPSSAA Athletic Department

or

☐ \$25.00 to be billed to the school on the next invoice*

*Principal Signature _____

ROPSSAA Constitution reference Article _____ Section _____

Matter in Question

Requested Outcome

Athletic Contact Name

Principal Name

Signature

Signature

**ROPSSAA
EJECTION FORM**

Appendix M

THIS FORM MUST BE COMPLETED ON THE ROPSSAA WEBSITE

<<School>>
School
<<Head Coach>>
Head Coach

Ejection Details

Ejected individual is a:	<<Type of Ejection>>
Name of Ejected Individual	<<Name of Individual>>
Sport	<<Sport>>
Level	<<Level>>
Gender	<<Gender>>
Game Date	<<Date of Ejection>>
Time of Ejection (game time)	<<Infraction Time>>

Officials report as written on the game sheet:
<<Officials Report as indicated on the game sheet>>

BEFORE THE INCIDENT IS REVIEWED BY THE ROPSSAA DISCIPLINE COMMITTEE YOU MUST SUBMIT THE PLAYER'S DESCRIPTION OF EVENTS AS WELL AS THE HEAD COACH'S DESCRIPTION OF EVENTS. DO SO BY EMAILING THE ATHLETIC CONVENORS OR FAXING IN HANDWRITTEN STATEMENTS.

The faster player and coach reports are submitted, the faster the matter can be reviewed by the ROPSSAA Discipline Committee.

All players who are ejected from competition are suspended until the matter is reviewed by the ROPSSAA Discipline Committee (minimum 1 game). All Coaches who are ejected are suspended from all ROPSSAA activity until the matter has been reviewed by a Board of Inquiry.

ROPSSAA Disciplinary Procedures – Discipline Committee

Type	Description of Misconduct	First playing seasonal offence
1.1. 1	First Caution/Technical Foul	No action – must be substituted
1.1. 2	Receives a second caution/technical foul in the same game (not directed at game official) see 1.1. 3 if directed at game official	remainder of that game and 1 game suspension
1.1. 3	Receives a second caution/technical foul in the same game (directed at the game official)	2 game suspension
1.2	Second Caution/Technical Foul in the season	No action – must be substituted
1.3	Third Caution/Technical Foul in the season	remainder of that game and 1 game suspension
1.4	Fourth Caution/Technical Foul in the season	No action – must be substituted
1.5	Fifth Caution/Technical Foul in the season	2 game suspension
1.6 A	Dismissed or reported by game official for “using offensive, insulting or abusive language and/or gestures” directed at anyone other than the game official(s). If racist or sexual comments – see 1.6 B	remainder of that game and 1 game suspension
1.6 B	Dismissed or reported by game official or other registrant for racist or sexist comments made during the game or in the vicinity of the playing field or either during or after the game.	3 games to 1 calendar year
1.7	Dismissed or reported by game official for “using offensive, insulting, or abusive language and/or gestures” directed at the game official(s). If racist or sexual comments – please see 1.6 B	3 games to 1 calendar year
1.8 A	Dismissed for “Serious Foul Play” . (Must occur on the field of play, against an opponent while the ball is in play) otherwise see 1.12	1-2 game suspension
1.8 B	Dismissed for “Serious Foul Play” where in the opinion of the Discipline Committee there was an obvious “attempt to injure” or “a complete disregard for the safety of an opponent” (Must occur on the field of play, against an opponent while the ball is in play) otherwise see 1.10	3 games to 1 calendar year
1.9 A	Dismissed or reported for “Spitting at an opponent or any other person” , other than a game official	3 games to 1 calendar year
1.9 B	Spitting at a game official	3 games to 1 calendar year
1.10	Dismissed or reported for “Violent Conduct”	3 games to 1 calendar year
NOTE: Length of suspensions will be determined based upon reports submitted by all involved		



ROPSSAA Code of Behaviour Athletes and Coaches

In light of the fact that interscholastic athletics is an enriching aspect of the total school program, it is crucial that the positive values of human interaction be encouraged. Cross-sport consistency in all ROPSSAA schools is a priority.

All athletes and coaches are expected to uphold the highest ideals of sportsmanship and fair play. Respect must be shown to teammates, opponents, coaches, officials, and spectators. The following behaviours will not be tolerated in practices, in travel, or at competitions:

1. Obscene language
2. Gestures viewed as disrespectful, aggressive, or violent
3. Insulting the opposition, "trash talk"

All members of a team including coaches and managers are to refrain from smoking while attending ROPSSAA events.

It is the responsibility of the coach to ensure that the Code of Behaviour is followed for the enjoyment of all participants and spectators. The coach shall be a positive role model.

Any person who has a concern regarding behaviour in an athletic match is asked to notify the Region of Peel Secondary School Athletic Association executive.



ROPSSAA
Incident Report
THIS FORM MUST BE COMPLETED ON THE ROPSSAA WEBSITE

Date of Submission: _____

School Submitting: _____ Date of Incident: _____

Submitted by: _____ Dpt Ext: _____ VM Ext: _____

E-Mail of above: _____ Location of Incident: _____

Sport: _____ Level: _____

This form must accompany any correspondence that intends to inform ROPSSAA Council of a breach in the letter of the spirit of the ROPSSAA Constitutions and Playing Regulations.

_____ This report is sent as information only for ROPSSAA Council. It must be sent to the ROPSSAA Athletic office athletics@peelsb.com and will be dealt with as the Council sees fit at the next available opportunity.

_____ This report deals with a serious and/or violent incident. This is being reported as per Article XIV, Section VIII.

_____ This report is sent as a request for a Board of Inquiry to be called as per Article XIII of the ROPSSAA Constitution. A Board of Inquiry deals with all matters of policy and principle affecting the Association and shall act as guardians for the conduct of the Association program. This report must be faxed to the ROPSSAA Athletic office at 905.890.0771.

Athletic Contact Name

Principal Name

Signature

Signature

Coaches, players, spectators, administrators involved in incident and/or its aftermath.

Name	Position	School
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

In the space below (or attached), please provide the details of the incident(s). Be sure to include any contact with other parties involved in the incident, (i.e. have the administration of both schools been in contact with each other; what have the schools done to deal with the incident, etc.,) as ROPSSAA Council or the Board of Inquiry may ask for their input at some point in the process.
