

## Appendix A1 – ZONE 3 NRHSAA MEMBERSHIP SCHOOLS

**2016-2017**

SCHOOL	SCHOOL PHONE	PRINCIPAL	ATHLETIC DESIGNATE	ATHLETIC DESIGNATE CONTACT #
A N Myer	905-358-5753	Johanna Provost	David Shaw	905-641-2929 Ext 60071
Centennial	905-735-0700	Nigel Evans	Bob Frazer	905-641-2929 Ext 60672
Confederation	905-732-1361	Benoit Dussault	Jay Falardeau	905-732-1361
E L Crossley	905-892-2635	Karen Simpson	Pierre Blanchard	905-641-2929 Ext 60971
Eastdale	905-734-7458	Janice Sargeant	Wanda Cook	905-641-2929 Ext 61271
Fort Erie	905-871-4610	Neil Sheard	Ian Longmuir	905-641-2929 Ext 61871
Jean Vanier	905-714-7882	Marcel St.-Onge	Phil Desjardins	905-714-7882
Niagara Christian	905-871-6980	Mark Thiessen	James Kryger	905-871-6980
Port Colborne	905-835-1186	Ann Kennerly	Andrew Longley	905-641-2929 Ext 64271
Ridgeway Crystal Beach	905-894-3461	Fred Louws	Rob Desson	905-641-2929 Ext 64571
Stamford	905-354-7409	Ann Gilmore	Joanne Zizian	905-641-2929 Ext 65469
Westlane	905-356-2401	Matt Wilson	Shonesee Devereux	905-641-2929 Ext 66671

## Appendix A2 – ZONE 4 NRHSAA MEMBERSHIP SCHOOLS

**2016-2017**

SCHOOL	SCHOOL PHONE	PRINCIPAL	ATHLETIC DESIGNATE	ATHLETIC DESIGNATE CONTACT #
Beamsville	905-563-8267	Mat Miller	Dave Collie	905-641-2929 Ext 60371
DSBN Academy	905-684-8708	Lisa Nazar	Tim Jabs	905-641-2929 Ext 81586
Eden	905-646-9884	Ed Goerzen	Kyle Steele	905-641-2929 Ext 61571
Governor Simcoe	905-934-4006	Cheryl Mancuso	Jill Stiefelmeyer	905-641-2929 Ext 62172
Great Lakes Christian	905-563-5374	Don Rose	Dwayne Williams	905-563-5374
Grimsby	905-945-5416	Shirley Scott	Kirstyn Courchesne	905-641-2929 Ext 62472
Heritage Christian	905-562-7303	Brian Bosch	Jeff Wiersma	905-562-7303
Laura Secord	905-934-8501	Ruth Hernder	Cindy Crosbie	905-641-2929 Ext 63372
Sir Winston Churchill	905-684-6349	John Shaw	Brent Mergl	905-641-2929 Ext 64871
Smithville Christian	905-957-3255	Ted Harris	Fred Breukelman	905-957-3255
South Lincoln	905-957-3359	Sharon Burns	Karen Heeringa	905-641-2929 Ext 65171
St. Catharines Collegiate	905-687-7301	Tammy Zonneveld	Adria Campbell	905-641-2929 Ext 81547
Thorold	905-227-1188	Helena Tritchew	Duane Kemp	905-641-2929 Ext 66007

**Appendix B – NOTICE OF MOTION FORM  
2016-2017**

*Whereas (the reason)*

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*Be it resolved that (the motion)*

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Please make reference to the CONSTITUTION Page, Article and Section that this motion addresses.

Page Number \_\_\_\_\_ Article Number \_\_\_\_\_ Section \_\_\_\_\_

If this motion addresses a policy found in the SPORT SPECIFIC PLAYING REGULATIONS indicate Page number and Article number.

Sport \_\_\_\_\_ Page Number \_\_\_\_\_ Article \_\_\_\_\_

MOVER \_\_\_\_\_ SCHOOL \_\_\_\_\_

SECONDER \_\_\_\_\_ SCHOOL \_\_\_\_\_

DATE \_\_\_\_\_

## Appendix C – SPECIAL CONSIDERATION FORM FOR FOOTBALL 2016-2017

Student athletes who wish to participate in football, if it is not offered at their home school, may do so if they meet the criteria of Special Consideration (see section 3 in the Football Playing Regs).

One (1) form per student athlete.

Student / Athlete Name	
Home School	
Receiving School	
<p><i>Student athletes must play for the nearest school in relation to their home school that offers the sport in question within the same school system.</i></p> <p><i>If the nearest school is unwilling to accept the student athlete in question, then the student may go to the next closest school in relation to the home school that offers the sport in question within the same system.</i></p>	
<p>This section is to be completed by the Home School and Receiving School Principal. Both Principals must complete either A or B:</p> <p>A: The above student athlete meets all eligibility requirements needed to participate in sport including the criteria outlined above and in the Football Playing Regs for Special Consideration.</p> <p>Home School Principal: _____</p> <p>Date: _____</p> <p>Receiving School Principal: _____</p> <p>Date: _____</p> <p>B: Exceptional Cases – the above student athlete’s situation is considered to be “exceptional”.</p> <p>Home School Principal: _____</p> <p>Date: _____</p> <p>Receiving School Principal: _____</p> <p>Date: _____</p> <p>Exceptional Cases: A letter must be included from the student and the Home School Principal outlining the reasons for applying under “exceptional consideration”. All documentation must be forwarded to the NRHSAA Athletic Coordinator and Football Convenor. Students who are applying as an “exceptional case” are ineligible for competition until deemed eligible by both principals, the convenor and the Athletic Coordinator.</p>	

## Appendix D – SPORT INTENTION SHEET

**2016-2017**

This sheet must be completed and submitted to the Athletic Convenor at the sport body meeting. Schools that do not submit a Declaration or an Intention Sheet will not be included in the schedule.

SCHOOL: \_\_\_\_\_ ZONE 3: \_\_\_\_\_ ZONE 4: \_\_\_\_\_

SPORT: \_\_\_\_\_ MALE: \_\_\_\_\_ FEMALE: \_\_\_\_\_

CLASSIFICATION: JUNIOR A \_\_\_\_\_ JUNIOR AA \_\_\_\_\_

SENIOR A \_\_\_\_\_ SENIOR AA \_\_\_\_\_ SENIOR AAA \_\_\_\_\_

DATES THAT THE SCHOOL CANNOT PLAY:

Tournament dates must be included in these dates. NO NRHSAA competition will be changed unless due to extenuating circumstances once the final schedule is issued – schools that are unable to honour the final schedule will forfeit the competition in question.

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M / J / S	COACH and/or SCHOOL CONTACT	COACH HOME PHONE NUMBER	COACH E MAIL ADDRESS

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PRINCIPAL'S SIGNATURE

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DATE

## **Appendix E – OFSAA TRANSFER APPEAL PROCESS**

### **2016-2017**

The Niagara Region High School Athletic Association complies with the O.F.S.A.A. (Ontario Federation of School Athletic Associations) Transfer Policy for all interscholastic activities. The policy stipulates that every student who has been registered as a transfer from another school within the previous twelve (12) months is ineligible for sanctioned events unless he/she appeals and is deemed eligible under one of the four sections of the policy.

#### **APPEALING INELIGIBLE STATUS AFTER TRANSFER**

Students who have transferred schools and wish to appeal their ineligible status can do so by obtaining a copy of the 2016-2017 OFSAA Transfer Appeals Form from the Physical and Health Education Department at their school, or at [http://ofsaa.on.ca/sites/default/files/transfer\\_form\\_sept\\_2016\\_0.pdf](http://ofsaa.on.ca/sites/default/files/transfer_form_sept_2016_0.pdf).

There are 4 sections listed on the form that the student can use to appeal. The student's reason for appeal must meet the criteria outlined in one of the four sections on the form, otherwise an appeal cannot be submitted. There are no other options for appealing other than the four sections listed on the form.

Complete the form, add any supporting documentation stipulated in the table on page 3 of the form, collect the necessary signatures and return the form to the Physical and Health Education Department as soon as possible. The form will be forwarded to NRHSAA Office for review by the Transfer Committee.

The local (NRHSAA) Transfer Committee will be the first to review the form. In most cases, if the transfer situation meets one of the four sections outlined on the form, eligibility can be granted at the local level. If the appeal is denied, there are appeal options at the regional and provincial level. There is a fee (refundable if successful) to appeal at both the regional and provincial level.

At all three levels of appeal, the Transfer Committee will determine if the circumstances of the appeal meet one of the four sections outlined on the form. The decision will be based on the information provided on the Transfer Appeal Form so it is important the form is complete with all required additional information attached.

#### **TIMELINES FOR APPEALS**

Transfer Committees at all levels have meetings scheduled to review appeals at various times during the school year that coincide with sport seasons. The aim is to provide a review/appeal process that establishes the eligibility status of the student prior to the start of the sport he/she would like to play. Therefore, it is important that students complete and submit the Transfer Form as soon after transferring to a new school as possible.

#### **NEXT STEPS**

All decisions on transfer eligibility will be relayed to the student through the Physical and Health Education Department. If eligibility is denied, the student will be informed of the details of the appeal process at the next level.

## STUDENT TRANSFERS AND ATHLETIC ELIGIBILITY – FREQUENTLY ASKED QUESTIONS

### **Q. What is the purpose of this transfer policy?**

A. The policy was originally developed out of a concern that players were congregating at schools for sport purposes.

### **Q. I didn't transfer for sports so why do I have to go through this process?**

A. Students who play sports and transfer from one school to another affect teams at the school they are leaving and the school they are coming to. It's important that all students be treated equally, so even if the transfer wasn't for sports, students that played sports at their previous school and wish to play sports at their new school must go through the transfer review process.

### **Q. I'm not going to be the difference between an average team and a great team so do I still have to go through this process?**

A. In the interests of fairness, all students who have played sports at their previous school and wish to play at their new school are required to go through the review process, regardless of their level of athletic ability.

### **Q. What if the circumstances of my transfer don't fit one of the four sections of the policy?**

A. You will not be eligible to play the sports you played at your previous school. You will be eligible to play the sports you didn't play at your previous school.

### **Q. How long does the review process take?**

A. Appeals are reviewed at pre-scheduled meetings throughout the year. Meetings are scheduled in advance of each sport season with the aim of establishing student eligibility before the season begins.

### **Q. Can I play while the appeal process is going on?**

A. Only in team tryouts and practices. You will not be eligible for any pre-season or regular season games, tournaments or O.F.S.A.A. sanctioned events.

### **Q. What happens if my appeal is turned down?**

A. You will have the option of appeal up to the regional level (SOSSA) and subsequently to the provincial level (OFSAA), at which point a decision is final. If the appeal is denied, participation will be limited to those activities you did not play at your previous school.

## **Appendix F1 – SUPPORTING DOCUMENTATION FOR BI AND BII TRANSFERS**

**2016-2017**

This form should be completed by student-athletes who are applying for transfer under sections B(i) or B(ii). This form is to be completed and attached to the OFSAA Transfer Appeal form.

**NOTE: THIS FORM MUST BE SIGNED BY THE ATHLETIC DESIGNATES OF BOTH THE SENDING AND RECEIVING SCHOOLS.**

Athlete's Name: \_\_\_\_\_

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

**RECEIVING SCHOOL:** \_\_\_\_\_

Athletic Designate's Name: \_\_\_\_\_

Athletic Designate's Signature: \_\_\_\_\_

**SENDING SCHOOL:** \_\_\_\_\_

Please list below the sports played at the interschool level during the previous twelve (12) months at the sending school stated above. Participation includes any type of interschool activity such as scrimmages between schools, exhibition games, invitational events, non-league games, etc.

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

The signature below of the Athletic Designate confirms the information pertaining to the athlete above, is correct.

Athletic Designate's Name: \_\_\_\_\_

Athletic Designate's Signature: \_\_\_\_\_



## Appendix F2 – SUPPORTING DOCUMENTATION FOR Biii TRANSFERS

### 2016-2017

This form should be completed by student-athletes who are applying for Transfer under section Biii (local three way transfer). This form is to be completed and attached to the OFSAA Transfer Appeal Form.

**Date of application to NRHSAA:** \_\_\_\_\_

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

**Birth Date:** \_\_\_\_\_

**Present Residence:**

**Living With: (Name & Relationship)**

Please be specific

\_\_\_\_\_

# Street Apt # City/Town

\_\_\_\_\_

Postal Code Home Phone #

**Date Moved In:** \_\_\_\_\_

**Schools:**

PRESENT SCHOOL	DATE OF ENTRY	T/S	SCHOOL/CITY
A			
PREVIOUS SCHOOL	DATE OF ENTRY	T/S	SCHOOL/CITY
B			
A			

**Sports Played at School B:** \_\_\_\_\_

**Documentation Required:**

- Confirmation from the athletic designate or official from the previous school (B) that student-athlete did not participate in sport

**Note:**

- Students may only use this form if they are transferring from one local high school within the NRHSAA to another without a move of residency. Local refers to within same city.
- Students may only use this once during their high school career.
- This cannot be appealed to the SOSSA level as it is a local transfer policy only.

To the best of my knowledge the above information is accurate. Any student submitting falsified information will be deemed ineligible for twenty-four (24) months from the date of transfer.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Signature of School Official

\_\_\_\_\_  
Signature of Parent / Guardian

\_\_\_\_\_  
Name & Title of School Official

## Appendix G – DECLARATION FORM FOR FALL SPORTS

**2016-2017**

**SCHOOL:** \_\_\_\_\_

Schools must declare their intentions to run Fall Sports by the second semi-annual meeting of the school year. For organizational purposes, please complete the following chart indicating the fall sports in which your school will be participating and send to the NRHSAA athletic coordinator prior to the second semi-annual meeting of the current school year.

SPORT	BOYS &/or GIRLS	COACH'S NAME &/or SCHOOL CONTACT	E MAIL ADDRESSES
BASKETBALL GIRLS	JUNIOR		
	SENIOR		
CROSS COUNTRY	BOYS' and GIRLS'		
GOLF	BOYS'		
GOLF	GIRLS'		
FIELD HOCKEY GIRLS	VARSITY		
FOOTBALL	JUNIOR		
	SENIOR		
TENNIS	GIRLS JR/SR/OPEN		
	BOYS JR/SR/OPEN		
VOLLEYBALL BOYS	JUNIOR		
	SENIOR		

An Appendix D must be completed for each sport / team that a school wants to participate in, and brought to the first sport specific meeting. The specific meeting time, date and location of the meeting will be communicated to the system by e mail from the NRHSAA Athletic Coordinator and/or the Convenor.

## Appendix H – DECLARATION FORM FOR WINTER SPORTS 2016-2017

**SCHOOL:** \_\_\_\_\_

Schools must declare their intentions to run Winter Sports by October 1. For organizational purposes, please complete the following chart indicating the winter sports in which your school will be participating and send to the NRHSAA athletic coordinator prior to October 1.

SPORT	BOYS &/or GIRLS	COACH'S NAME &/or SCHOOL CONTACT	E MAIL ADDRESSES
BASKETBALL BOYS	JUNIOR		
	SENIOR		
CURLING	BOYS'		
	GIRLS'		
GYMNASTICS	GIRLS'		
HOCKEY	BOYS' VARSITY		
HOCKEY	GIRLS' VARSITY		
SKIING	BOYS' and GIRLS'		
SNOWBOARDING	BOYS' and GIRLS'		
SWIMMING	BOYS' and GIRLS'		
VOLLEYBALL GIRLS	JUNIOR		
	SENIOR		
WRESTLING	BOYS' and GIRLS'		

An Appendix D must be completed for each sport / team that a school wants to participate in, and brought to the first sport specific meeting. The specific meeting time, date and location of the meeting will be communicated to the system by e mail from the NRHSAA Athletic Coordinator and/or the Convenor.

## Appendix I – DECLARATION FORM FOR SPRING SPORTS

**2016-2017**

**SCHOOL:** \_\_\_\_\_

Schools must declare their intentions to run Spring Sports by February 1. For organizational purposes, please complete the following chart indicating the spring sports in which your school will be participating and send to the NRHSAA athletic coordinator prior to February 1.

SPORT	BOYS &/or GIRLS	COACH'S NAME &/or SCHOOL CONTACT	E MAIL ADDRESSES
BASEBALL	BOYS' VARSITY		
BADMINTON	BOYS' M/J/S		
	GIRLS' M/J/S		
LACROSSE (FIELD)	BOYS' VARSITY		
RUGBY BOYS'	JUNIOR		
	SENIOR		
RUGBY	GIRLS'		
SLO PITCH	GIRLS'		
SOCCER BOYS'	JUNIOR		
	SENIOR		
SOCCER	GIRLS'		
TRACK & FIELD	BOYS' and GIRLS'		

An Appendix D must be completed for each sport / team that a school wants to participate in, and brought to the first sport specific meeting. The specific meeting time, date and location of the meeting will be communicated to the system by e mail from the NRHSAA Athletic Coordinator and/or the Convenor.

## **Appendix J – TRANSGENDER POLICY**

### **Definitions**

1. The following terms have these meanings in this document:

- a) *“Transgender”* – Transgender refers to individuals who are born with the physical characteristics of one gender (male or female) but identify with the other gender.
- b) *“Transgender Female”* – Someone who at birth has a male body, but who identifies as a female.
- c) *“Transgender Male”* – Someone who at birth has a female body, but who identifies as a male.
- d) *“Gender reassignment”* – A professionally-supervised program of treatment by a licensed physician, to change a person’s body to align with their gender identity, through hormone therapy and/or surgery as well as counseling.

### **Purpose**

OFSAA (SOSSA/NRHSAA) believes in equal opportunity for all people to participate in school sport. In order to accommodate transgendered students, while at the same time balancing safety and fair competition for all students, a participation policy for eligibility has been developed for transgender students.

### **Eligibility Policy**

The following conditions will be used to determine a transgendered individual’s eligibility to compete:

- a. Transgendered females, to compete on a girls’ team, must submit documentation from the treating physician to show that gender reassignment as defined in 1 d) above has been active and ongoing for at least one year.
- b. Transgendered males may participate on a male team as per OFSAA’s gender equity policy.

Any transgender person who is not undergoing gender reassignment will be deemed to be their birth gender for the purpose of sport eligibility. Birth gender is that which is specified on the person’s birth certificate.

### **Application for Eligibility**

A transgender female is required to apply in order to be eligible to participate on a girls’ team. The applicant will initiate the eligibility process by submitting documentation to their local athletic association which demonstrates that they have been undergoing active and ongoing gender reassignment treatments (see 1 d) above) for at least one year. The local athletic association (NRHSAA) will decide each case based upon the documentation provided and may request additional information and clarification.

## **Appendix K – RECRUITMENT POLICY**

### Definition of Recruitment:

Recruiting is defined as a representative 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 and/or within a shared catchment area 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.

### Rationale:

A recruiting prohibition discourages exploitation 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 programs.

### Indicators and Inducements for Athletic Purposes:

There may be many legitimate times that a school representative and/or coach of a school team will be in contact with students from another school. Therefore, indicators of recruiting have been developed to provide parameters of behavior and expectations for coaches and other school representative(s).

- a school representative shall not initiate contact with any student who does not attend, or does not directly feed into a school, in order to suggest, encourage or explain a transfer to a different school.
- a school representative shall not encourage any other person, including past and present players, to contact any student to suggest, encourage or explain a transfer to a different school.
- a school representative shall not permit a student who is not currently enrolled at a school, or whose present school does not directly feed into the representative's school, to participate in team practices or participate in scheduled team activities (including travel to games/events, team meetings or trips).
- a school representative shall not permit a student who is not currently enrolled at the representative's school, or whose present school does not directly feed into the representative's school, to attend "open gym" at the representative's school or attend spring or summer practices, games or camps specifically designated for enrolled students.
- a school representative shall not entice a student who is not currently enrolled at the representative's school, or whose present school does not directly feed into the representative's school, into transferring to the representative's school.
- where a coach or school representative is approached by a student-athlete or representatives of student-athlete who is not enrolled at the school or at a feeder school, with inquiries concerning the school's sports teams or programs, the coach or school representative must direct the student-athlete or representative of the student-athlete to the school administration.

A student-athlete may not receive or be offered any remuneration of any kind or receive or be offered any inducement of any kind, which is not made available to all students who enroll in or apply to a school. B38 Inducements for athletic purposes include, but are not limited to:

- Offer or acceptance of money or other valuable consideration such as free or reduced tuition during the regular school year or summer school by any person associated with a school.
- Offer or acceptance of room, board, textbooks or clothing, or financial allotment for textbooks or clothing.
- Offer or acceptance of pay for work that is not performed or that is in excess of the amount regularly paid for such service.
- Offer or acceptance of free transportation by any person associated with the school.
- Offer or acceptance of a residence with any person associated with the school which would result with the student-athlete living with a non-custodial parent.
- Offer or acceptance of any privilege not afforded to non-athletes.
- Offer or acceptance of free or reduced rent for parents or guardians.
- Offer or acceptance of payments of moving expenses of parents or guardians or assistance with the moving of parents or guardians.
- Offer or acceptance of employment of parent (s) or guardian(s) in order to entice the family to move to a certain community if any person associated with the school makes the offer.
- Offer or acceptance of help in securing a post-secondary athletic scholarship.
- Offer or acceptance of the opportunity to gain significant playing time.
- Offer or acceptance of the opportunity to be associated with a more competitive team

#### Grade 8 Recruitment

A school representative(s) may make general presentations (not just athletic) to eighth grade students (not just athletes). There should be a diversity of presenters, speaking on a variety of topics to students of all interests.

When an eighth grade student or the parents of that student, contacts the coach or school representative about attending the representatives school, the coach or representative shall refer the student or parent to the appropriate school administration

High school coaches or their representatives may not attend grade school or youth club games for the purpose of evaluating and recruiting specific prospective athletes.

OPEN HOUSE – The intent of an open house is to allow incoming grade 8 students to gather information regarding curriculum, programs, and the admissions process. School representatives may provide general information to prospective incoming students but no specific details or enticements as to participation if they were to enroll.