

1- NRHSAA-Constitution-Policy

Niagara Region High School Athletic Association Constitution/Policy Manual

Niagara Region High School Athletic Association (NRHSAA) Constitution

ARTICLE I - NAME

The Association shall be known as the Niagara Region High School Athletic Association (NRHSAA) of the Southern Ontario Secondary Schools Association (SOSSA). The NRHSAA consists of schools competing in Zone III and Zone IV.

ARTICLE II - PURPOSE

The purpose of this Policy Manual is to assist in the development of high standards of sportsmanship and physical achievement in our students through interschool athletic competition, conducted on a sound organizational and ethical basis. The Policy Manual is meant to deal with policies that are not always governed by the SOSSA Constitution.

ARTICLE III - MEMBERSHIP

The NRHSAA is a co-educational organization consisting of a Coordinator, Coaches, Teachers, Athletic Directors, Athletic Conveners, Principals, and Principal Designates. The NRHSAA shall consist of schools within the **Conseil Scolaire Viamonde** (Confederation); **Conseil Scolaire de District Catholique Centre - Sud** (JeanVanier); **District School Board of Niagara** (A.N. Myer, Beamsville, Centennial, DSBN Academy, E.L. Crossley, Eastdale, Eden, Fort Erie, Governor Simcoe, Grimsby, Laura Secord, Port Colborne, Ridgeway-Crystal Beach, Sir Winston Churchill, South Lincoln, St. Catharines Collegiate, Stamford, Thorold, Westlane); and **Independent School Boards** (Great Lakes Christian, Heritage Christian, Niagara Christian College, Smithville Christian High School) in the area so designated as Zone III and Zone IV by SOSSA. In order to be eligible for competition, schools must pay SOSSA fees. **General meetings are open to members only.**

ARTICLE IV - FINANCES

SECTION 1 - SOSSA GRANT

The SOSSA grant of \$175.00 paid to each zone shall be spent at the discretion of the Executive Committee to defer costs of expenses in operating programs within the NRHSAA.

SECTION 2 - SOSSA FEES

Each member school must pay SOSSA fees to be eligible to participate in SOSSA and OFSAA Championships:

2- NRHSAA-Constitution-Policy

Basic Association Fee:	\$300.00
School Enrolment as of October 31 st at	\$0.50 per student
Insurance surcharge	\$100.00
Executive Secretary-Treasurer Fee	\$65.00 (schools with a population under 200)
Executive Secretary-Treasurer Fee	\$125.00 (schools with a population over 200)

Fees must be paid to the Executive Secretary-Treasurer by November 15th of each school year. A \$50.00 late fee will be charged for any SOSSA fees not paid by the November 15th deadline.

SECTION 3 - NRHSAA CONVENER FEES

Each member school will be assessed a base fee of \$600.00 in addition to a per student fee based on the October 31st FTE of the preceding year. This per student fee will vary slightly from year to year, based on the total FTE for the association. The NRHSAA coordinator will establish the fee and then collect the monies from each school. These monies are used to pay conveners.

ARTICLE V - BOARD OF DIRECTORS - (DESIGNATES)

The Board of Directors consists of a volunteer representative from each member school. All representatives must be a member in good standing with the College of Teachers and approved by the administration of the member's school. The representative from each member school shall act as the Principals' Designate and will be responsible for voting on all issues pertaining to matters within the NRHSAA (one vote per member school).

ARTICLE VI - EXECUTIVE COMMITTEE

The Executive Committee must be members in good standing with the College of Teachers, come from the Board of Directors and approved by the administration of the member's school.

The Executive Committee consists of the following:

- A District School Board of Niagara Zone III representative;
- A District School Board of Niagara Zone IV representative;
- A Combined/Independent Schools representative;

The Athletic Designates from schools will YEARLY rotate through the positions:

SCHOOL YEAR	DSBN: ZONE - 3	DSBN: ZONE - 4	COMBINED/ INDEPENDENT
2013-2014	RIDGEWAY C/B	SIR WINSTON CHURCHILL	NIAGARA CC
2014-2015	STAMFORD	SOUTH LINCOLN	SMITHVILLE DCHS
2015-2016	WELLAND CENT.	ST. CATH COLLEGIATE	CONFEDERATION

3- NRHSAA-Constitution-Policy

2016-2017	WESTLANE	THOROLD	GREAT LAKES
2017-2018	AN MYER	BEAMSVILLE	HERITAGE
2018-2019	EL CROSSLEY	DSBN ACADEMY	JEAN VANIER
2019-2020	EASTDALE	EDEN	NIAGARA CC
2020-2021	GREATER FORT ERIE HS	GOVERNOR SIMCOE	SMITHVILLE CHRISTIAN
2021-2022	PORT COLBORNE	GRIMSBY	CONFEDERATION
2022-2023	STAMFORD	LAURA SECORD	GREAT LAKES

ARTICLE VII - ROLES OF THE EXECUTIVE

SOSSA Representatives

- Two SOSSA Representatives (one from each zone) are non-voting members of the NRHSAA Executive plus two alternates (one from each zone) named.
- This is a three (3) year position.
- Attend all SOSSA Executive Meetings.
- Liaise to the SOSSA Executive concerns of the NRHSAA
- Liaise to the NRHSAA information from the SOSSA Executive Meetings.

Principals' Representatives

- The Principal Representatives are non-voting members of the NRHSAA Executive.
- This is a one (1) year position.
- Liaise to the NRHSAA on behalf of the Principals' Associations.
- Liaise to the Principals' Associations on behalf of the NRHSAA

Athletic Coordinator

- Be a non-voting member of the Executive.
- Oversee the day to day running of the NRHSAA.
- Maintain and update the Zone Constitution.
- Maintain and update the 24 sport specific policies.

- Assist conveners with the tracking and accounting of monies collected.
- Liaise with the Executive, Coaches, Principals and Conveners
- Submit motions at the NRHSAA semi-annual meeting

ARTICLE VIII - STANDING COMMITTEES

In order to facilitate the operation of the NRHSAA, the following standing committees will be in place:

SECTION 1 - BOARD OF REFERENCE - GENERAL

The Board of Reference - GENERAL will consist of members of the NRHSAA executive. The Coordinator will act as chairperson for this committee. A quorum of four must be present a Board of Reference - GENERAL hearing.

RESPONSIBILITIES:

The Board of Reference - GENERAL shall be used as a method of appeal for sanctions imposed by the Board of Reference - SANCTIONS and PROTESTS and to resolve any other issue that does not fall under the jurisdiction of any other Board of Reference.

PROCEDURES:

- (i) A written request for the convening of the Board of Reference - GENERAL, shall be made through the Coordinator of the NRHSAA within two (2) working days of the occurrence of the issue under dispute. It is the responsibility of the person requesting the convening of the Board of Reference - GENERAL to ensure that the request has been received by the NRHSAA Coordinator.
- (ii) The Board of Reference - GENERAL shall inform all parties of the date of the hearing, and request any necessary documentation and/or other information that may be deemed necessary. Parties to the matter shall be given as much notice as possible prior to the date of the hearing.
- (iii) For protests and appeals, **a sum of \$100.00** must be received by the NRHSAA Coordinator prior to the convening of the Board of Reference - GENERAL. This fee will be reimbursed to the person/school requesting the convening of the Board of Reference - GENERAL should the Board rule in their favor. A ruling otherwise will result in this fee being forfeited to the NRHSAA.

- (iv) Any decision made by the Board of Reference - GENERAL, regarding any NRHSAA matter, or issue, will be deemed FINAL.
- (v) Where members of the Board of Reference - GENERAL are staff at the school under review, those members must be replaced with alternates, for the hearing of those issues in question. If necessary, the NRHSAA executive can select individuals that are not members of the executive to fill the quorum needed for the hearing.

SECTION 2 - BOARD OF REFERENCE - TRANSFER

The Board of Reference - TRANSFER consists of the NRHSAA Coordinator (Chair) and a volunteer group. A quorum of five (5) is required for all decisions.

Where members of the Board of Reference - TRANSFER are staff at the school under review, those members will abstain from voting on those transfers in question.

Each school shall have a Transfer Designate. The Transfer Designate shall be the only person in the school responsible for transfers in his/her school. This individual may or may not be the Athletic Designate.

PROCEDURES:

- (i) All transfer students must complete the **OFSA** Transfer Form FROM THE “www.ofsaa.on.ca” web site. Students must ensure that all pertinent documentation accompanies their form/application. **Incomplete applications will be rejected until all appropriate documentation has been received by the Board of Reference - TRANSFER chairperson**
- (ii) All transfer forms must be signed by the school principal and school transfer designate. This signature implies that all transfer information is correct. **Violation of this procedure will result in sanctions set down by the Board of Reference - SANCTIONS AND PROTESTS.**
- (iii) All transfers for a given season must be received by the Board of Reference - TRANSFER chairperson no later than forty-eight (48) hours prior to the date of the NRHSAA Board of Reference - TRANSFER scheduled meeting.
- (iv) No leagues shall begin prior to the first transfer meeting of the new school year.

DATES FOR NRHSAA BOARD OF REFERENCE - TRANSFER MEETINGS will be published at the end of June for the coming school year. If a student does not submit all the necessary documentation

needed, he/she will not be reviewed until the next Board of Reference - TRANSFER meeting. Hence, he/she is ineligible for competition until the case is reviewed and approved at the next Board of Reference - TRANSFER meeting.

Transfer meeting results will be sent out to athletic designates within a 48 hour period.

If a school plays a student who has not been deemed eligible by the Board of Reference - TRANSFER, then that school will forfeit all games in which that student has played.

SECTION 3 - BOARD OF REFERENCE - SANCTIONS AND PROTESTS

The Board of Reference - SANCTIONS AND PROTESTS consists of a minimum of five (5) individuals with an attempt to include a principal's representative plus four (4) individuals chosen from a pool of representatives as identified by the membership at the second semi-annual meeting. The NRHSAA Coordinator will be the Chair.

Where members of the Board of Reference - SANCTIONS AND PROTESTS are staff at the school under review, those members must be replaced with alternates, for the hearing of those issues in question. If necessary, the NRHSAA executive can select individuals to fill the quorum needed for the hearing.

In time sensitive situations, the protest and sanctions committee may resolve an issue through e mail rather than a physical meeting. Approval should be received by the parties involved.

ALL decisions rendered by the Board of Reference - SANCTIONS AND PROTESTS must be based on a unanimous consensus by all members of the Board.

RESPONSIBILITIES:

SANCTIONS:

In the case of sanctions, the Board of Reference - SANCTIONS AND PROTESTS shall receive and adjudicate reports from any source regarding any violations of NRHSAA constitution and policy manual rules and procedures and matters that might discredit the aims, objectives and values espoused by NRHSAA.

PROCEDURES:

- (i) Within two (2) school days, a written request for the convening of the Board of Reference

- SANCTIONS AND PROTESTS shall be made through the Coordinator of the NRHSAA. This request must include documentation outlining the infraction or breach of regulation, which has occurred. It is the responsibility of the person forming the complaint to ensure that all documentation has been received by the NRHSAA coordinator.

- (ii) If the Board of Reference - SANCTIONS AND PROTESTS determines that the matter is within its jurisdiction, it shall inform all parties involved in the alleged violation of the date of the hearing, and request any documentation and/or other information that may be deemed necessary. Parties to the matter shall be given as much notice as possible to the date of the hearing.
- (iii) Any decision made by the Board of Reference - SANCTIONS AND PROTESTS, regarding any NRHSAA matter, or issue, may be appealed to the Board of Reference - GENERAL (see Article XIII, Section 3 for appeal procedures). All decisions rendered by the Board of Reference - GENERAL shall be deemed final.
- (iv) Where members of the Board of Reference - SANCTIONS AND PROTESTS are staff at the school under review, those members must be replaced with alternates, for the hearing of those issues in question. If necessary, the NRHSAA executive can select individuals that are not members of the executive to fill the quorum needed for the hearing.

PENALTIES:

Penalties imposed by the Board of Reference - SANCTIONS AND PROTESTS may include, but are not limited to: stripping of awards, removal of records and standings, suspensions from future NRHSAA competition, identification of offenders to all NRHSAA schools, notification to appropriate sport governing bodies, and appropriate restitution.

PROTESTS:

In the case of protests, the Board of Reference - SANCTIONS AND PROTESTS shall receive and adjudicate protests pertaining to matters of suspension and competition within all sports.

PROCEDURES:

- (i) A written request for the convening of the Board of Reference - SANCTIONS AND PROTESTS shall be made through the Coordinator of NRHSAA. The request must include documentation supporting the reason for protest. It is the responsibility of the person forming the complaint to ensure that all documentation has been received by the NRHSAA Coordinator. For protests, **a sum of \$25.00** must be received prior to the convening of the Board of Reference - SANCTIONS AND PROTESTS. This fee will be reimbursed to the person/school requesting the convening of the Board of Reference - SANCTIONS AND PROTESTS should the Board rule in their favor. A ruling otherwise will result in this fee being forfeited to the NRHSAA.

- (ii) If the Board of Reference - SANCTIONS AND PROTESTS determines that the matter is within its jurisdiction, it shall inform all parties involved in the protest of the date of the hearing, and request any documentation and/or other information that may be deemed necessary. Parties to the matter shall be given as much notice as possible to the date of the hearing.
- (iii) Any decision made by the Board of Reference - SANCTIONS AND PROTESTS, regarding any NRHSAA matter, or issue, may be appealed to the Board of Reference - GENERAL (see Article XXIX, Section 1 for appeal procedures). All decisions rendered by the Board of Reference - GENERAL shall be deemed final.
- (iv) Where members of the Board of Reference - SANCTIONS AND PROTESTS are staff at the school under review, those members must be replaced with alternates, for the hearing of those issues in question. If necessary, the NRHSAA executive can select individuals that are not members of the executive to fill the quorum needed for the hearing.

ARTICLE IX - POLICY MAKING PROCEDURES

SECTION 1 - CHANGES TO THE NRHSAA CONSTITUTION/POLICY MANUAL

The NRHSAA Constitution/Policy Manual may be amended or changed only at the time of the NRHSAA Semi-Annual Meetings:

First Semi-Annual Meeting	- Monday of the last week of October
Second Semi-Annual Meeting	- Monday of the last week of March

SECTION 2 - SOSSA POLICY THAT AUTOMATICALLY BECOME NRHSAA POLICY

Any motion that is passed at SOSSA that affects the NRHSAA Constitution and/or NRHSAA sports will automatically become an NRHSAA policy.

SECTION 3 - SUBMITTING A MOTION

All Niagara Region High School Athletic Association Policy Manual amendments and constitutional policy changes must be submitted on the Official NRHSAA Notice of Motion Form (Appendix B). All motions must be received by the NRHSAA Coordinator two weeks prior to the Semi-Annual Meetings.

The NRHSAA Coordinator will circulate copies of all proposed amendments and changes to each Principal and Principal Designate within each member school one week prior to the Semi-Annual Meetings. Principals' and/or Principal Designates are encouraged to discuss the proposed amendments and changes with those coaches within the school who have a stake in the outcome prior to the Semi-Annual Meetings.

SECTION 4 - VOTING ON MOTIONS

Mover and/or seconder (or representative) will speak to the motion; NOTE: if the mover or seconder is not present at the time the motion is to be read, the motion will be tabled.

Members may speak for or against the motion one time only; NOTE: clarification of an issue is not considered a response.

After members have had an opportunity to respond, the mover and/or seconder may respond. A quorum of 2/3 of NRHSAA schools must be present for constitutional and policy manual changes. Each member school has one vote per motion. The Principal or the Principals' Designate or Alternate will vote on each of the motions on behalf of their school. The Principals' Designate or Alternate will remain the same as the previous year unless the NRHSAA Coordinator is notified otherwise. **All Notices of Motion which affect the Constitution, in order to be carried, must have a 2/3 majority vote of those casting votes. Abstaining votes are not counted "for" or "against" a motion.**

SECTION 5 - MINUTES OF MEETINGS

The NRHSAA Coordinator will forward the minutes from each NRHSAA Meeting and SOSSA Meeting to the Principal and Principals' Designate within each member school.

ARTICLE X - ELIGIBILITY

SECTION 1 - SCHOOL

Senior Level - The following classifications shall apply for some senior sports.

For all **senior team sports** championships coordinated by NRHSAA/SOSSA/ schools shall be classified on student populations as follows:

- A - 500 students
- AA - 501 - 950 students
- AAA – 951 + students

*NOTE: SOSSA Championships are offered for A, AA, AAA at the Senior Level in the following sports only:

Girls and Boys Volleyball;
Girls and Boys Basketball;
Girls and Boys Soccer;

SOSSA Championships are offered for A/AA, and AAA at the Senior Level in the following sports only:

Girls and Boys Hockey
 Girls' and Boys' Rugby
 Boys Field Lacrosse

- a) SOSSA shall hear appeals based on school composition. Schools wishing to appeal on any other basis (location of school, team composition, level of competition and OFSAA success) shall be appealed through SOSSA Inc. to OFSAA.
- b) Appeals to SOSSA Inc. to move down a classification, shall be as a school. There shall be no sport specific downward movement. Please see www.ofsaa.on.ca website for information on the appeal process.
- c) The Appeals Committee at SOSSA will be composed of the Secretary-Treasurer as chair and a representative of each Zone.
- d) Appeals to SOSSA shall be submitted by May 15th prior to the September of the year of the Appeal. Appeals shall be submitted each year.

Junior Levels: The following classifications shall apply for Junior Sports based on Sept 30th enrolment of that current school year.

“A” Schools with a population of 799 or under

“AA” Schools with a population of 800 or more

SECTION 2 - INDIVIDUAL/TEAM SPORTS

In all recognized NRHSAA sport leagues, a school may enter only one team. Should a school wish to have a “B” or 2nd team that school shall apply to the NRHSAA through a motion at a semi-annual meeting, for permission to do so. The NRHSAA may consent in sport leagues where numbers are down because few schools are participating.

To represent a school in any ZONE III / ZONE IV sport a student must:

1. be eligible for competition under the NRHSAA Constitution/Policy Manual, By-Laws and Standing Rules (playing regulations);
2. be registered and in attendance as a regular student in day classes of the school for the school for which he/she plays and achieves the following **course requirements**:
 - a) Students who have **fewer than twenty-two (22) credits** must be taking courses which define them as full time students under the Ministry of Education definition. Namely, a student in a traditional school must be registered in minimum of six (6) full day school credit courses; and in a semestered school, a student must registered in a minimum of three (3) full day school credit courses

in the semester in which he/she participates.

b) Students who have **achieved twenty-two (22) or more credits** must be registered in at least four (4) non-semestered full day school credit courses over the school year or registered in at least two (2) full day school credit courses per semester.

3. If a student no longer is enrolled in scheduled classes before the completion of a sport season, that student will become ineligible for further competition within Zone III / Zone IV for that sport season;
4. be enrolled as a day student on or before September 20th of the current school year, or has enrolled at least ten (10) school days prior to the contest concerned; and in attendance at least seventy-five (75) per cent of the regular school days intervening between the date of registration and the date of the contest except where school is legally closed by a municipality and except where there is a disabling illness;
- 5 meet the following age requirements for **INDIVIDUAL SPORTS**
 - Senior - the individual's birth certificate indicates that he/she has not reached his/her 19th birthday by January 1st prior to the start of the school year in which the competition is held.

ASK THIS QUESTION - "HOW OLD WAS THE STUDENT/ATHLETE AS OF JAN. 1, 2016?"

NOTE:

***FOR THE 2015/2016 SCHOOL YEAR,
A SENIOR WILL BE BORN IN 1997 or LATER (1998 etc.).***

- Junior - the individual's birth certificate indicates that he/she has not reached his/her 15th birthday by January 1st prior to the start of the school year in which the competition is held.

NOTE:

***FOR THE 2016/2017 SCHOOL YEAR,
A JUNIOR WILL BE BORN IN 2001 or 2002.***

- Midget - the individual's birth certificate indicates that he/she has not reached his/her 14th birthday by January 1st prior to the start of the school year in which the competition is held. Note: Students may compete in this category for 1 year only, ***THEIR GRADE 9 YEAR.***

NOTE: ***FOR THE 2016/2017 SCHOOL YEAR,
A MIDGET WILL BE BORN IN 2002 OR LATER (2003).***

TEAM SPORTS

Senior - the individual's birth certificate indicates that he/she has not reached his/her **19th birthday by January 1st** prior to the start of the school year in which the competition is held.

ASK THIS QUESTION - "HOW OLD WAS THE STUDENT/ATHLETE AS OF JAN. 1, 2016?"

NOTE: ***FOR THE 2016/2017 SCHOOL YEAR,
A SENIOR WILL BE BORN IN 1997or LATER (1998 etc.).***

Junior - the individual's birth certificate indicates that he/she has not reached his/her **16th birthday by August 31st** prior to the start of the school year in which the competition is held.

AND the individual shall be in either of their first two years of high school based on the date entry into grade 9.

EXCEPTION: a student who has been accelerated one year in elementary school shall be allowed to play at the junior level for a maximum of two (2) consecutive years in the first three (3) years of his/her high school career. The student shall meet the above age requirement and documentation of the acceleration shall be provided with the eligibility sheet.

PLUS:

6. be in Grades 9 - 12;
7. be eligible for no more than five (5) consecutive calendar years from date of entry into Grade 9;
8. be eligible under the NRHSAA Transfer Policy;
9. qualify under any special regulations that govern the particular activity in which participation is anticipated;
10. continue to be listed on the eligibility sheet in the higher classification of age group in an activity, if he/she elects to play in two league games in that activity in a classification or age group above which he/she normally could play in a current season. (Interpretation: The second game that the student athlete participates in at a higher level, makes him/her ineligible for further competition at the previous level.

Age group refers to OFSAA, SOSSA, or NRHSAA age groups.);

11. for play-off purposes, has been on the eligibility sheet for at least one regular league game in his/her local school league within his/her Zone;
12. may participate in one championship series only in each sport. Zone, SOSSA, OFSAA are three separate championship Series. A series includes all play-off games. (Example: A school has both Junior and Senior Basketball Teams participating in Zone play-offs. The junior team gets defeated and is eliminated from further competition. The senior team wins their play-off game and continues. A junior player who has been made eligible for the senior team may not be called up to participate on the senior team during any zone play-off and/or championship game/s. If the senior team is successful and wins the zone championship, the junior player may participate at the SOSSA and/or OFSAA level including festivals.)
13. any student who registers and either (i) attends one (1) full term or semester, or (ii) practices or plays or attends a tryout with a team or an intercollegiate team at a postsecondary institution, and then returns to any high school is ineligible for ZONE and/or SOSSA competition in all sports for the remainder of his/her high school career. (as of OFSAA AGM April 2015)
14. be certified as eligible by the Principal of the school;
15. Note: any student-athlete from an NRHSAA school that participates in an exhibition / game / tournament for another school will be denied the opportunity to play for their own school in NRHSAA competition. (This does not include the special consideration student in non Bowl bound football).

SECTION 3 - SPECIAL CONSIDERATION

If a school does not have a football team, that student athlete may play for another school's team provided that:

(non OFSAA Bowl bound football leagues only)

1. he/she is declared eligible by both principals involved;
2. he/she plays for the nearest school in relation to their home school that offers the sport in question within the same system. However, a student-athlete may be eligible to participate for a school that is not nearest to his/her home school if the reasons are deemed "exceptional". In "exceptional" cases, approval must be granted by both principals along with the convener and the NRHSAA executive;
3. he/she completes the **Special Consideration Form (Appendix D)** and submits it to the conveners prior to participating. In "exceptional" cases the student-athlete is ineligible to compete until approval is granted by both principals, the convener/s and the NRHSAA executive.

NOTE: As of April 2015 OFSAA AGM: OFSAA Championships or Festivals for team

sports shall only involve teams which have used 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 requirement that only OFSAA-eligible athletes be used in all competition applies solely to teams qualifying for OFSAA Championships or festivals. This does not apply to teams in leagues that do not send teams to OFSAA Championships or Festivals.
3. Team sports shall be considered: boys golf, field hockey, football, basketball, volleyball, hockey, curling, baseball, rugby, field lacrosse, soccer.

SECTION 4 - CO PARTICIPATION

Co participation within the NRHSAA as per OFSAA regulations will exist. Athletes from two schools may participate on the same team when the following criteria are met:

- i) the two schools have entered into an official mutual arrangement of co-participation for the purpose of school sports activities not currently offered at the small school **providing** the smaller school is in compliance with subheadings (ii, iii, iv);
- ii) the student population of one of the school is under 100 students;
- iii) the two schools either share facilities or are in close proximity to each other;
- iv) the Association supports the mutual arrangement of co-participation of the two schools for sports not currently offered at the small school **providing** the smaller school is in compliance with the first three subheadings (i, ii, iii).

ARTICLE XI - ELIGIBILITY SHEETS

Each school must have an eligibility sheet for each individual and team sport. The eligibility sheet used will be the OFSAA AELS (Athletic Eligibility List System).

Unless stipulated differently, fully completed and administratively signed and dated eligibility forms must be in the possession of the appropriate convener 24 hours (one school day) OR earlier before a school's first competition in that sport. Failure to submit the eligibility form in this timely fashion will result in a forfeit. New players may be added at any time by sending their names and birthdates, signed by the coach, athletic designate and principal, to the convener on a new NRHSAA Eligibility Form.

Any junior player used in a senior competition must be clearly marked on the game sheet. **Failure to do so will deem the player ineligible for further competition at the lower level.** A player may play one league game at the higher level. If a player plays a second game at the higher level, that player automatically becomes ineligible at the lower level. Any player listed on a game sheet is

considered to have played in that competition.

ARTICLE XII - TRANSFERS

SECTION 1 - TRANSFER POLICY

The NRHSAA will abide by OFSAA's Transfer Policy; (Refer to Appendix I). **No school shall include in its lineup any student who has been registered as a transfer from another school within the previous twelve (12) months.** 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.

Any competitions hosted by a school belonging to the NRHSAA must follow OFSAA eligibility requirements (including all schools which attend the competition). Failure to comply may result in sanctions to schools, team or individuals involved in these competitions. Competition includes tournaments, exhibition games, invitational competitions or any other intra school participation

A copy of the current year transfer form may be found on the NRHSAA website.

SECTION 2 - INELIGIBLE RULING

Any student who has been deemed ineligible by the NRHSAA Board of Reference - Transfer **may not represent their school in any competition in the sport/s in question regardless of SOSSA and OFSAA sanctioning.** Competition is defined as any meeting between two schools within a sport commencing the first school day of the current school year and including the duration of time leading up to and including the OFSAA Championship dates for that sport. Competition includes controlled scrimmages, exhibition, tournament and league. These students are encouraged to take part in community leagues during their ineligibility period. Violation will result in sanctions set down by the Board of Reference - SANCTIONS AND PROTESTS.

If a student appeals their ineligibility to SOSSA or OFSAA and is successful with their appeal then that student will become eligible for zone level play.

SECTION 3 - SOSSA APPEAL PROCESS

The following procedures must be followed if a student wishes to appeal his/her case to SOSSA:

1. The Athletic Designate notifies the Chair (Coordinator) of the NRHSAA Board of Reference - Transfer of their intention to appeal. The Chair will then forward all documentation, on file, to the Chair of the SOSSA Appeal Board. The SOSSA Appeal Board must receive all necessary documentation 24 hours prior to the scheduled Transfer Appeal Board meeting.
2. The Athletic Designate will contact the Chair of the SOSSA Appeal Board requesting an appointment. The Chair will then designate a time in which the student will meet with the Appeal Board. Students may bring additional information and/or support people to strengthen their case.

Note: No appointments will be made for parents! The Chairs must be contacted by the Athletic Designate. Any student who arrives unexpectedly to a SOSSA Transfer Appeal Board Meeting without following the above procedures will not have his/her case heard.

3. All appeals must be received by the SOSSA Appeal Board Chair seven days prior to the scheduled SOSSA Appeal Board Meeting.
4. Each appeal made to the SOSSA Transfer Appeal Board must be accompanied by a \$50.00 cheque made payable to SOSSA. This fee will be reimbursed to the school requesting the appeal should the Board rule in their favor.

ARTICLE XIII - CONVENORSHIPS

SECTION 1 - ATHLETIC CONVENORS

Athletic Conveners will be hired to organize, run and over-see the operation of NRHSAA zone level sport. The Athletic Conveners' position will be a posted position and may be renewed annually if acceptable to all parties. Conveners will be hired by packages which correspond to specific playing seasons. Duties include:

- organizes, arranges, and runs Individual Sport Body Meetings;
- organizes league formats;
- creates schedules;
- creates a method to communication with coaches; e.g.: email distribution lists, web page;
- maintains and distributes sport specific packages;
- arranges officials and invites head assigning official to Individual Sport Body Meetings;
- checks eligibility sheets and cross-references them with the listing of eligible and ineligible student/athletes received from the Board of Reference - Transfer;
- deals with special consideration/exceptional cases;
- interprets sport specific rules;
- records results and provides up-dates to schools on a regular basis;
- records money that may have to be collected;
- sees that bills are paid promptly;
- collects and files eligibility forms
- distributes, collects and files game sheets;
- reports concerns to the NRHSAA President;
- communicates with the principal and/or principal's designate on all issues pertaining to school athletics;
- provides the media with schedules and play-off information.
- submits motions at the NRHSAA semi-annual meetings

SECTION 2 - ATHLETIC CONVENER PACKAGES

Athletic Conveners will be hired to convene and create schedules for the following season packages:

Fall Package:	Girls' Basketball; Boys' Football; Boys' Volleyball; Boys'/Girls' Cross Country; Girls' Field Hockey, Boys'/Girls' Tennis, and Boys'/Girls' Golf.
Winter Package:	Boys' Basketball; Girls' Volleyball; Boys'/Girls' Swimming; Boys' and Girls' Hockey; Boys'/Girls' Wrestling; Boys'/Girls' Curling; Boys'/Girls' Gymnastics and Boys'/Girls' Skiing, Boys'/Girls' Snowboarding.
Spring Package:	Boys'/Girls' Badminton, Boys' Baseball, Boys'/Girls' Soccer; Track and Field; Boys'/Girls' Rugby, Girls' Slo-Pitch, Boys Lacrosse.

Athletic Conveners are responsible for Zone level play only for each of the above sports.

SECTION 3 - SPORT SPECIFIC MEETINGS

Sport specific meetings shall take place three times during the school year: late October (winter sports), late March (spring sports), early June (fall sports). The winter and spring sport specific meetings shall take place in the afternoon following the fall and spring NRHSAA semi-annual meetings (which take place in the morning). The fall sport specific meeting shall take place in the morning of the first Monday in June. It shall be the responsibility of the athletic designate to attend these meetings.

SECTION 4 - PAYMENT OF ATHLETIC CONVENORS

Each member school will be assessed a base fee of \$600.00 in addition to a per student fee based on the October 31st FTE of the preceding year. This per student fee will vary slightly from year to year, based on the total FTE for the association. Each school will be invoiced for the cost. **Invoices must be paid in full by September 30 of the school year.** Schools that do not contribute will not be eligible to participate in NRHSAA leagues/tournaments.

ARTICLE XIV - SCHEDULING

SECTION 1 - DECLARATION OF PLAY

Schools within the NRHSAA must declare their intention to run a sport by the following deadlines:

Fall Sports	-	Second Semi-Annual meeting in March
Winter Sports	-	October 1 st
Spring Sports	-	January 31 (same date for SOSSA)

- (i) League competition for all NRHSAA team sports at both the junior and senior level may be contested in two (2) tiers: Tier 1 and Tier 2.
- (ii) Tier 1 will be the SOSSA/OFSAA bound divisions (both Junior and Senior) that will be played by each individual school's classification numbers in their existing zones.

- (iii) Tier 2 will be non SOSSA/OFSAA bound divisions (both Junior and Senior) that could be played in their existing Zones or a combination of schools from both Zones 3 and 4, depending on the number of teams declaring their intention for this division. At this time the Tier 2 league will not have a championship.
- (iv) Tier 1 and Tier 2 will be used as athletic environments while competitive, must also be safe, positive and conducive to the development of self-esteem and sportsmanship. While officials are responsible for enforcing the rules of the game, it is the responsibility of coaches to control the athletic environment. The Tier 2 league will be used more as “developmental” in nature and players in this league need to understand that concept.
- (v) OFSAA eligibility and transfer rules will apply for all divisions in both Zones and in both Tier 1 and Tier 2.
- (vi) The format for league competition and play-offs for both Tier 1 and Tier 2 will be determined at the Convener’s Individual Sport Body Meeting. All schools participating in either Tier are to send a representative to the Convener’s Individual Sport Body Meeting otherwise forfeit the right for input in the league and play-off format.

DECLARING UP: If your school would like to declare up for a sport, this must be done in writing and on letterhead and signed by the Principal or Vice Principal of that school.

The declaration must go to the NRHSAA Coordinator, the Athletic Convener running the sport, and should also be forwarded to the SOSSA Secretary.

The school must submit the written declaration first.

Schools who wish to move to a higher classification (ie., AA TO AAA) for the FALL activities, must complete and submit reclassification request by the SOSSA ANNUAL GENERAL MEETING (JUNE of each school year) prior to the fall of reclassification”.

For reclassification for WINTER sports, the written request must be made by NOVEMBER 15th of each school year. For reclassification for SPRING sports, the written request must be made by the Friday before the March Break or March 15th whichever comes first in that school year.

Declarations must be made on the **NRHSAA Intention Sheet (Appendix D)** for all sports.

SECTION 2 - SCHOOL CLASSIFICATION

School classification (A, AA, AAA) is based on enrolment on **October 31st** of the previous school year. A team may opt to play at a higher classification if they declare their intention by the Declaration of Play deadlines. If a school’s **October 31st** enrollment changes their classification then they must honor their current schedule for the remainder of that sport season.

SECTION 3 - LEAGUE AND PLAY-OFF FORMAT

The format for league competition and play-offs will be determined at the Conveners Individual Sport Body Meeting. All schools participating are to send a representative to the Conveners Individual Sport Body Meeting otherwise forfeit all rights for input in the league and play-off format.

A badminton coaches meeting will be held the first week of March in order to schedule the season's sub zone and zone tournaments. Any realignment of subzones will also take place at this meeting. Athletic Designates from each school will be invited and may choose to attend or send an approved representative from their school.

Athletic Designates / Heads must have the final approval of the draft and final sport schedules in form. The approval from the Athletic Designate / Head will be sent to the convener in the form of an e mail.

All sport schedules shall have NO more than 12 league games in a season.

SECTION 4 - ZONE FINAL

Regardless of the SOSSA format, when a zone is sending two teams to SOSSA, the final zone playoff game must be played. (ie even if the same two teams meet in the SOSSA semi final).

SECTION 5 - STAGES OF SCHEDULING

Stage One (* DRAFT-to-FINAL COPY) Schedules will be distributed to all participating schools. **For fall, winter and spring sports**, errors/omissions by the Convener must be corrected within three school days.

NOTE: After schools receive this "Draft-to-Final" copy, the schedule will be considered "FINAL". Changes to this "Draft-to-Final Copy" must be approved by both schools involved and those changes must be conveyed to the appropriate convener within 72 "working" hours or 3 school days.

No revisions will be made by a convener, unless all coaches involved in a game/match /time change agree to the change and the convener(s) are notified to make the referee arrangements. Documentation by fax/email is required.

If referees are unable to accommodate the new schedule, the original game date and time will stand. Sport specific conveners will notify coaches involved of referees' availability.

Revisions made to the final schedule should be due to extenuating circumstances.

Tournaments are to be scheduled around the final schedule. Teams that are not able to compete

for reasons that are not deemed “extenuating” by the conveners and/or NRHSAA Executive will result in a forfeit.

AFTER 72 HOURS A “FINAL COPY” (the word “DRAFT-to” will be removed) WILL BE SENT OUT TO THE COACHES

Note: League and play-off games may not start earlier than 3:30 p.m. on a regular school day with the exception of football which may start earlier when “standard time” occurs. If due to extenuating circumstances a competition needs to begin prior to 3:30 p.m. then the time must be approved by both principals.

ARTICLE XV - NRHSAA SPORTS

The following sports are **governed** by the NRHSAA:

<u>SPORTS</u>	<u>TEAMS</u>	<u>LEVELS OF COMPETITION</u>
Alpine Skiing	Boys and Girls	ZONE; SOSSA; OFSAA
Badminton	Boys and Girls	ZONE; SOSSA; OFSAA
Baseball	Boys	ZONE; SOSSA; OFSAA
Basketball	Boys and Girls	ZONE; SOSSA; OFSAA
Cross Country Running	Boys and Girls	ZONE; SOSSA; OFSAA
Curling	Boys and Girls	ZONE; SOSSA; OFSAA
Field Hockey	Girls	ZONE; SOSSA; OFSAA
Field Lacrosse	Boys	ZONE; SOSSA; OFSAA
Football	Boys	ZONE; SOSSA; OFSAA
Golf	Boys and Girls	ZONE; SOSSA; OFSAA
Gymnastics	Girls	ZONE; SOSSA; OFSAA
Ice Hockey	Boys and Girls	ZONE; SOSSA; OFSAA
Nordic Skiing	Boys and Girls	ZONE; SOSSA; OFSAA
Rugby	Boys and Girls	ZONE; SOSSA; OFSAA
Slo-Pitch	Girls	ZONE
Snow Boarding	Boys and Girls	ZONE; SOSSA; OFSAA
Soccer	Boys and Girls	ZONE; SOSSA; OFSAA
Swimming	Boys and Girls	ZONE; SOSSA; OFSAA
Tennis	Boys and Girls	ZONE; SOSSA; OFSAA
Track and Field	Boys and Girls	ZONE; SOSSA; OFSAA
Volleyball	Boys and Girls	ZONE; SOSSA; OFSAA
Wrestling	Boys and Girls	ZONE; SOSSA; OFSAA

Additions to the list must come forward as a motion to the NRHSAA semi-annual meeting. Each motion must be accompanied by a completed “Proposal for the Addition of a NRHSAA Sport Form” (Appendix H). Athletic conveners will be financially compensated by participating schools.

ARTICLE XVI - SOLICITING OF STUDENTS TO PLAY ON SCHOOL TEAMS

It is agreed that the good public relations now existing should continue and be encouraged between secondary schools and elementary and secondary schools. Soliciting of student-athletes from elementary and secondary schools is not ethical.

ARTICLE XVII - INSURANCE

For issues pertaining to insurance refer to the respective Board Policy and Procedures Manual.

ARTICLE XVIII - PERSONAL PROPERTY

For issues pertaining to personal property refer to the respective Board Policy and Procedures Manual.

ARTICLE XIX - TRANSPORTATION

For issues pertaining to transportation, refer to the respective Board's Policy and Procedures Manual.

ARTICLE XX - TEAM SELECTION

Student/athletes are encouraged to experience a variety of sports. Sports that are "in-season" are to have priority over sports that are not. It is recommended that team selection occur no earlier than:

- the first day of school for fall sports;
- November 1st for winter sports;
- March 1st for spring sports.

ARTICLE XXI - SAFETY

The Ontario Physical Education Safety Guidelines - Secondary - Interschool Athletics should be followed for each sport. It is the responsibility of the principal, coaches and boards to ensure that the safety guidelines are met.

ARTICLE XXII - SUPERVISION OF INTERSCHOOL TEAMS

Any school entering a NRHSAA competition must be under the supervision of a coach who has been approved by the Principal of the school which it represents.

Note: It is implicit to understand that "supervision" starts with the first practice to the last game/match/meet of the high school season. It is strongly suggested by the Zone that any "outside coach" for any NRHSAA team be interviewed on procedure and protocol by the possible "inside" coach(es) involved; and/or staff advisor, and/or athletic designate and/or administration and if deemed necessary have that person(s) sign a "Coaching Permission Form." (Refer to: Appendix "N" for a sample template of the Permission Form).

Any coach who is dissatisfied with an official and/or minor official or questions the facilities or conduct of another school's coach or team should report (IN WRITING) such to the Convener. The Convener should immediately contact the NRHSAA Coordinator.

ARTICLE XXIII - SUSPENSIONS

The NRHSAA has adopted a "Zero Tolerance Policy" for any altercations which occur outside the context of the competition.

SECTION 1 - EJECTION FROM COMPETITION

If a player or coach is put out of any NRHSAA league game/match or play-off game/match, that player or coach will be suspended from his/her next league or play-off contest and THAT COACH IS NOT PERMITTED TO COACH ANY OTHER SCHOOL TEAM SANCTIONED BY SOSSA WHILE SERVING THE SUSPENSION unless, after a formal protest, the Board of Reference-sanctions and protests rules to the contrary.

The referee is to indicate on the game sheet the reasons for his/her decision to remove the player or coach from the competition. A copy of the report shall be forwarded by the home school to the Chair (Coordinator) of the Board of Reference-sanctions and protests and the convener for that sport. The onus of the appeal is on the coach (see Article IX, Section 1 for appeal procedures).

Any player or coach ejected from a game and then ejected a **second time** in the same season in that sport shall be under permanent suspension in all future inter-school competition until his/her case is reviewed and ruled on by the Board of Reference-sanctions and protests . The onus of the appeal is on the coach (see Article IX, Section 1 for appeal procedures).

NOTE: Any player ejected from his/her final game in his/her potential graduating year may be subject to school discipline or subject his/her school to sanctions or fines as seen fit by the convener of the sport.

SECTION 2 - PHYSICAL OR VERBAL ALTERCATION

Any player or coach who is involved in an altercation before, during or after a school sanctioned competition shall be under permanent suspension in all future inter-school competition until his/her case is reviewed and ruled on by the Board of Reference-sanctions and protests. The onus of the appeal is on the coach (see Article IX, Section 1 for appeal procedures).

Any player, coach or supervising adult that strikes or threatens a coach or an official "or comes off the bench and becomes involved in an altercation that results in his/her expulsion by the official" will be suspended from all further NRHSAA competition in that year, or until reviewed by the Board of Reference-sanctions and protests. Any such incidents should be reported in writing by the coaches involved to the Chair (Coordinator) of Board of Reference-sanctions and

protests and the convener of that sport within twenty-four (24) hours of the incident. A spectator may report an incident in writing to the NRHSAA President or Chair of the Board of Reference-sanctions and protests within twenty-four (24) hours of the incident.

NOTE: Any suspension or disciplinary action in Zone play shall be carried forward into SOSSA competition. The Zone Convener shall be responsible for reporting such student/athletes and the nature of the disciplinary action on the SOSSA eligibility sheet.

ARTICLE XXIV- PAYMENT OF OFFICIALS

The home team is responsible for payment of officials for all league and play-off games. The visiting team is responsible for transportation costs to and from the competition.

If a visiting team defaults a game/match and the officials were not contacted in time, that team will pay for the referee(s) if the home team had to pay. Reminder; “teams that are not able to compete for reasons that are not deemed “extenuating” by the conveners and/or NRHSAA Executive will result in a forfeit”.

If a gate is charged at an NRHSAA league or play-off game then all expenses will be paid from the gate (referees, minor officials, linesmen, security, score keepers, etc.) and the remainder of the gate will be divided equally between the home and visiting team.

In the event a play-off game is played at a neutral site then the cost of officials will be shared equally between participating teams.

ARTICLE XXV - REPORTING SCORES

It is the responsibility of the home team to report scores to the convener **no later than two (2) school days following the competition unless in the final week of the schedule.** In the final week of the schedule, the home team must contact the convener at home that night with the results of the competition. Failure to report scores will result in the home school being fined \$20.00 per game/match not reported by the deadline.

ARTICLE XXVI - TIE BREAKING PROCEDURES

The following method of determining play-off position will be used in all sports where a league schedule leads to a play-off:

- (1) Record between tied teams;
- (2) Record against teams higher in the standings (1 above, then 2 above, etc.);
- (3) Record against teams lower in the standings (1 below, then 2 below, etc.);
- (4) (a) coin flip to determine play-off position only.

The conveners will perform the coin flip. The school that is alphabetically highest will have “heads” in the coin flip (**see appendix A1 and A2 for alphabetical listing for each zone**). The convener will notify schools of the results.

- (a) Play-off on a neutral field/court or a coin flip for home field if both coaches agree, if it is to determine the final play-off position.
- (b) In the event of a four way tie, the conveners in consultation with the NRHSAA Executive and the schools involved will determine a tie-breaking procedure.

The responsibility of convening SOSSA championships will be shared equally by all member schools within the NRHSAA. Where more than one school is interested in hosting the same championship the championship will be awarded on a rotational basis between interested schools within the host zone. Facilities shall be considered when choosing a site for a SOSSA Championship. The NRHSAA Executive will determine if a site meets the requirements to hold a SOSSA Championship.

ARTICLE XXVII – GAME FORFEITURES

The following policies are in place for game forfeitures:

- (1) Should a team forfeit a game with less than 48 hours' notice, all costs associated with the game shall be charged to the forfeiting school.
- (2) Should a team forfeit a game, the forfeiting team will be given a loss as a result of the forfeit.
- (3) Should a team forfeit two (2) games during regular season play, the team shall be removed from the league and all points earned in games played against that team shall be removed from league standings.
- (4) A team that forfeits a game during the regular season loses all rights with regards to tie breaking procedures. (ie if the team is tied for 3rd, the team will be relegated to 4th place).
- (5) A team that forfeits a playoff game shall also forfeit the right to play any further playoff games at the current or subsequent level of playoffs (ie when two teams qualify for SOSSA). (April 2016)

ARTICLE XXVIII – SOSSA “HOST” TEAM FOR OFSAA CHAMPIONSHIPS

If a school hosts an OFSAA Championship, the school has the first right of acceptance or refusal of the SOSSA Championship for that activity, in the same school year, as the OFSAA Championship.

ARTICLE XXIX - GENDER EQUITY

OFSAA, SOSSA and the NRHSAA support student athlete participation on same-sex teams and encourages equitable programs for girls and boys in co-curricular activities in term of funding, practice time and facilities. OFSAA, SOSSA and the NRHSAA will continue to provide equitable opportunities for students in co-curricular activities.

If a sport activity is not available for a female on a girls' team, she is eligible to participate on a boys' team following a successful tryout.

Where a sport activity is available for a female on a girls' team, she is eligible to participate on a boys/ team if she demonstrates comparable skill and ability during a successful tryout.

If a sport activity does not exist for a boy, he is not eligible to participate on a girls' team.

ARTICLE XXX – TRANSGENDER POLICY

OFSAA has implemented a Transgender Policy. Please see Appendix J of the NRHSAA Appendices for the Transgender Policy in full.

ARTICLE XXXI – RECRUITMENT POLICY

OFSAA has enhanced its Recruitment Policy effective the 2015-16 season. Please see Appendix K of the NRHSAA Appendices for the Recruitment Policy in full.