



2019-20 National Ringette League Handbook

National Ringette League Handbook

Acknowledgements

Ringette Canada would like to acknowledge the National Ringette League teams and their participants who are integral to the success of the League.

I. The 2019-2020 NRL Handbook

The 2019-2020 NRL Handbook outlines the management structure and operating procedures of the National Ringette League (NRL).

I.1. Definitions

Participants in the NRL shall be understood to include: players, coaches, officials, Team Operators, managers, coaches, trainers and volunteers. All participants must be registered in good standing with their provincial ringette association.

Team Operator in the NRL shall be understood to include an individual on a team whose primary role and responsibilities may include, but are not limited to:

- Main point of contact for the NRL team.
- Manage and ensure action on team correspondence including minimum standard matters.
- Participate in online training/information sharing coordinated by Ringette Canada when required and train other internal technical staff when needed.
- Lead the License Holders team evaluation..
- Maintain accurate information and management records of all player and coach data collected and monitored as part of their respective roles.
- Share with team Participants relevant information obtained through webinars and workshops.
- Manage the finances of the team in conjunction with a second member from the team personnel. Share the specifics with all team Participants.
- Is required to register with and be in good standing with their provincial ringette association.
- Is required to comply with the Ringette Canada Screening Policy.
- Is required to participate in education sessions designated by Ringette Canada.
- Is required to submit a Team Personnel Agreement to Ringette Canada.
- Is required to complete the Respect in Sport-Activity Leader online education.

Head and Assistant Coach in the NRL shall be understood to include an individual on a team whose primary role and responsibilities may include, but are not limited to:

- Having instruction in advanced ringette skills.
- Having proper qualifications through coaching certification clinics as per Ringette Canada Coaching Requirements.
- Creation and implementation of practice and game plans.
- Understanding positional play and individual roles on a team.
- Establishing behaviour expectations on the part of players' extensive knowledge of the sport of ringette.
- Building and maintaining team chemistry while fostering individual excellence.
- Encouraging commitment and self-discipline.
- Is required to register with and be in good standing with their provincial ringette association.
- Is required to comply with the Ringette Canada Screening Policy.
- Is required to participate in education sessions designated by Ringette Canada.
- Is required to submit a Team Personnel Agreement to Ringette Canada.
- Is required to complete the Respect in Sport-Activity Leader online education.

Media PR Representative in the NRL shall be understood to include an individual on a team whose primary role and responsibilities may include, but are not limited to:

- Management of the License Holder's digital presence, including social media and websites.
- Coordination with Ringette Canada for new collateral and digital materials.
- Participation and execution of NRL wide communication initiatives.
- Other marketing/communications/social media duties as needed.
- Is required to register with and be in good standing with their provincial ringette association as a volunteer.
- Is required to comply with the Ringette Canada Social Media Policy.

Athlete Representative in the NRL shall be understood to include an individual on a team whose primary role and responsibilities may include, but are not limited to:

- Being an advocate for an athlete-centred system within ringette.
- Communicate regularly with peer athletes, team personnel and Ringette Canada.
- Main point of contact and will provide representation on behalf of the athletes on the team.
- Frequently liaise and communicate with team personnel.
- Know and understand the policies and issues of the NRL and Ringette Canada.
- Actively participate in exchanges and/or meetings with other Athlete Representatives.

Team Manager in the NRL (optional) shall be understood to include an individual on a team whose primary role and responsibilities may include, but are not limited to:

- Work closely with the Team Operator and provide additional assistance.
- Overall responsibility of the day to day managerial and/or administrative responsibilities of a NRL team.
- Is required to register with and be in good standing with their provincial ringette association.
- Is required to complete the Ringette Canada Managers Certification Program.
- Is required to comply with the Ringette Canada Screening Policy.
- Is required to participate in education sessions designated by Ringette Canada.
- Is required to submit a Team Personnel Agreement to Ringette Canada.
- Is required to complete the Respect in Sport-Activity Leader online education.
- Team Managers do not have access to the bench during competitions.

License Holder in the NRL shall be understood to be granted to teams in the NRL that have been deemed eligible to participate in the NRL program based on their completion of the intent to participate form and Team Agreement for the 2019-2020 season.

NRL Operations Council (NRLOC) in the NRL shall be understood to be the group responsible for overseeing the operations of the NRL for 2019-2020 playing season. Specific responsibilities for this group are outlined within the Terms of Reference at Appendix D and throughout this Handbook.

2. Overview - Ringette Canada & the National Ringette League

2.1. About Ringette Canada

Mission: Ringette Canada is the national sport organization that governs, promotes, and leads the development of ringette.

Vision: To be the world leader in growing ringette.

Values: Ringette Canada has defined a core set of business values to enhance our work and strengthen our relationships. The following business values, along with our adherence to the True Sport principles, reflect our passion for, and our shared commitment to the sport of ringette.

Innovation - We invest wisely. We take chances and manage risks. We are stewards of the game.

Collaboration - We are in this together. We include diverse perspective to enrich our experience. We purposefully create a safe and welcoming work environment.

Accountability - When we live our values, we manage and lead with integrity. We operate with transparency and communicate proactively. We take responsibility for our actions and learn from our mistakes.

Respect - For the game. For the rules. For our heritage. For each other.

Excellence - We demand quality. We offer world leading programs and services. We bring our best to each situation.

2.2. True Sport: Ringette Canada and the National Ringette League are True Sport members and adhere to the True Sport principles.

2.3. Guiding principles for competition

- Ringette experiences are meaningful for all Participants and teams from the beginning to the end of each season.
- Ringette is always a fun, positive experience.
- Every ringette Participant, coach, official, volunteer and administrator has an opportunity to improve.
- The system of competition (tournaments, leagues and championships) supports each Participant in seeking their level of personal excellence based on their definition of success. Participants can choose to enroll in a program which places them on the excellence pathway.
- Nobody is disadvantaged by playing at a “lower” level. Participants are provided access to appropriate development pathways to progress to a “higher” level if they desire.
- The system of competition supports and rewards LTAD-based training informed by Ringette Canada’s Athlete Development Matrix.
- Competition reflects the True Sport Principles and the values of Ringette Canada.

2.4. About the National Ringette League (NRL)

The National Ringette League is a high performance training and competition program conducted and administered by Ringette Canada (RC) for athletes in the [Train to Compete](#) and [Train to Win](#) stages of Long Term Athlete Development. It is the showcase league for ringette in Canada and strives to be the premiere women’s sports league in the country.

While the league operates under the identity of NRL, it is not an independent league or self-governing organization. The NRL falls under the responsibility of the Director of High Performance and Events (or as delegated) and is supported by the NRL Operations Council. Teams invited to participate operate under the license of Ringette Canada. Final authority for changes to the NRL program are subject to the process outlined in Section 17 of this Manual.

Technical and administrative standards associated with the league aim to provide athletes with a quality sport experience which aim to create safe, welcoming and developmentally appropriate training and competition.

2.4.1. The objectives of the NRL are:

- To provide a quality daily training environment for high performance ringette athletes in Canada.
- To move ringette into the mainstream of Canadian sport activity.

- To encourage greater public awareness of ringette.
- To achieve positive financial results at both a league and team level.

3. **Governance & Administration**

- 3.1. All License Holders are subject to Ringette Canada policies and procedures.
- 3.2. As the NRL operates across provincial boundaries, Ringette Canada policies and procedures will supersede those of provincial associations as it pertains to Participants in the NRL in the event of any discrepancy between policies.
- 3.3. Ringette Canada provides technical leadership and oversight of the NRL and is solely responsible for confirming team eligibility.
- 3.4. Any team unable to meet the implementation timelines for the NRL Standards shall submit their implementation plan to achieve compliance to the NRL Operations Council in writing. The NRL Operations Council shall provide a recommendation to the Executive Director of Ringette Canada who will make the final determination on the team's eligibility.
- 3.5. All Participants and teams (players, coaches, officials, bench staff, team personnel and operators) are required to be registered with the Provincial Ringette Association where the team is operating.
- 3.6. Responsibilities
 - 3.6.1. Ringette Canada, represented by the Executive Director, the Director of High Performance and Events and the Board of Directors is responsible for the overall strategic direction, governance, partnership management, leadership and financial management of the NRL. RC provides technical and administrative oversight of the NRL as well as technical leadership for the program. Other RC staff may be appointed specific functional areas within the management and leadership of the NRL.

RC will provide:

 - one (1) annual online information session to educate Participants on RC policies and procedures.
 - one (1) annual online information session to educate athletes on their rights and obligations as outlined in the athlete agreement. A minimum of two athletes per team will be required to attend this session.
 - 3.6.2. NRL Operations Council is responsible for the duties outlined in the NRL Operations Council Terms of Reference (Appendix D)
 - 3.6.3. NRL Director of Officials is responsible for ensuring NRL capable officials are informed of all NRL and Ringette Canada policies and procedures. The NRL Director of officials will coordinate NRL supervisors to ensure there is maximum visibility throughout the season and maintain the NRL official rank database.

- 3.6.3.1. Regional Schedulers are responsible for scheduling on-ice officials for all NRL regular season and playoff games. Regional schedulers will advise the NRL Director of Officials when there is a shortage of on-ice officials available for specific dates in a region.
- 3.6.4. RC Officiating Development Workgroup works with the NRL Director of Officials to develop and manage a list of eligible on-ice officials, identify gaps in regions where the number of qualified officials is low, and offer development opportunities to those looking to enter the NRL as an on-ice official.
- 3.6.5. Provincial Ringette Associations are responsible for the registration of all Participants.

Athlete development initiatives should be carried out as a collaboration between Provincial Ringette Associations and teams within their province based on the principles outlined in RC's Long Term Athlete Development Framework and Athlete Development Matrix.
- 3.6.6. NRL Championships Local Organizing Committee will be responsible for the organization of the NRL Championship as part of the Canadian Ringette Championships event.
- 3.6.7. Licence Holders (Teams) are responsible for ensuring that the minimum standards outlined in the Team License are met and adhered to; as well as adhering to the NRL Handbook in its entirety.
- 3.6.8. Athletes are responsible for following the declaration process and signing their athlete agreement. They are also responsible for knowing their rights and obligations and adhering to the athlete agreement and athlete code of conduct.
- 3.6.9. League Scheduler is responsible for coordinating, maintaining and communicating the regular season and playoff schedules for the NRL.

4. Team Entry Format

- 4.1. For the 2019-20 season, the application process was completed via the Intent to Participate form submitted to Ringette Canada.
- 4.2. Once accepted, each team will sign a one-year team agreement with Ringette Canada.

5. Team Eligibility

- 5.1. Team Operations
 - 5.1.1. Registration
 - 5.1.1.1. Teams must be operated by a registered society or corporation.

- 5.1.1.2. Teams and Participants must be registered with the Provincial Ringette Association where the team is operating.
- 5.1.1.3. All individuals affiliated with the team must be a registered Participant or volunteer in good standing with the Provincial Ringette Association where the team is operating and complete a Team Personnel Agreement.
- 5.1.1.4. A team must, at a minimum, identify an organizational group which includes the following: Team Operator, Head Coach, Media/Public Relations Representative and an Athlete Representative. The organizational group contact information must be identified to Ringette Canada by August 31, 2019 or the team will be fined \$100.
- 5.1.1.5. All listed Team Personnel must be duly registered with the Provincial Ringette Association where the team is operating, they must adhere to Ringette Canada's Screening Policy, and they must participate in educational sessions designated by Ringette Canada.

5.1.2. Registration Fee

- 5.1.2.1. Each NRL team will pay a registration fee of \$1,000 to Ringette Canada no later than December 1, 2019.
 - Teams late in making payment of the registration fee are subject to a fine of \$250/week to a maximum of \$1,000, at which time the team will be considered to be in bad standing with the league and will be suspended from play until the full late fee is paid.

5.1.3. Budgets

- 5.1.3.1. The NRL budget will be shared by Ringette Canada with all NRL Participants no later than September 30, 2019.
- 5.1.3.2. NRL year end financials will be shared by Ringette Canada with all NRL Participants no later than May 15, 2020.
- 5.1.3.3. Team Budgets
 - Teams must provide a copy of their anticipated budget no later than September 30, 2019.
 - Teams must submit a copy of their year end financial statements by May 15, 2020.
 - Failure to provide these documents shall result in a fine of \$250
 - A team failing to provide these documents by the deadline shall also be held in bad standing until the documents are received.

5.2. Team Evaluation

- 5.2.1. Team evaluations will be conducted by the NRL Operations Council on an annual basis.
- 5.2.2. Evaluation criteria will be set by the NRL Operations Council and communicated to teams no later than December 1, 2019.

5.2.3. Evaluation will include an annual survey of all athletes playing in the NRL the past season administered by Ringette Canada.

5.3. Team Image

5.3.1. All teams are to be identified by an original team name and logo

5.3.2. Team Uniforms: On-Ice

5.3.2.1. NRL jerseys must display the NRL logo, True Sport logo, and other patches/logos designated by Ringette Canada. Teams may also have team sponsor logos on their jerseys.

5.3.2.2. Logo placement on the jersey is outlined in Appendix C.

5.3.2.3. All athletes must wear jerseys and pants of the same design and colours

5.3.2.4. All athletes must wear matching colour gloves.

5.3.2.5. All athletes must wear matching colour helmets.

5.3.2.6. All athletes must have a name bar (their last name) on the top, back of their jersey.

5.3.3. Dress Code: Off-Ice

5.3.3.1. Teams must should have a set dress code for all public team appearances.

6. Athletes

6.1. Athlete Eligibility

6.1.1. Athletes must be at least 16 years of age as of December 31st of the current playing season to play and be capable of training at a [Train to Compete](#) stage of development.

6.1.2. Athletes must be registered Participants in good standing of their Provincial Ringette Association to play in the NRL.

6.2. Athlete Agreement

6.2.1. All athletes - active roster players and affiliate players - must sign an athlete agreement with their NRL team each season.

6.2.2. The athlete agreement must be sent by the team to Ringette Canada via nrlnr@ringette.ca at least 3 business days before the athlete's first game

6.2.3. Athletes may only be registered on one NRL roster at a time.

6.2.4. Ringette Canada will provide access to one (1) online educational session to ensure all athletes are properly informed of their rights and obligations as outlined in the athlete agreement.

6.2.4.1. A minimum of two athletes per team will be required to attend this session.

6.2.4.2. The athlete liaisons of each team will host a team meeting where all rights and obligations will be reviewed following the online session. A sample agenda and supporting presentation will be made available to facilitate the meeting. A copy of the meeting's minutes and attendance list is to be shared with Ringette

Canada and with the athletes on each team to serve as an official record of the session.

- 6.2.4.3. Athletes joining the team after this team meeting has taken place are responsible for getting the information from the representatives who attended the Ringette Canada offered education session.

7. Team Affiliation & Player Movement

- 7.1. Each athlete hoping to play in the NRL is to declare which team(s) they are interested in playing for by August 1, 2019. Following this initial declaration period, there will be a secondary declaration opportunity beginning on August 12, 2019 for athletes who missed August 1st deadline.
- 7.1.1. Declarations are to be completed online via <https://www.nationalringetteleague.ca/en/welcome>
- 7.2. Teams are provided a list of players who have declared an interest on August 2, 2019.
- 7.3. Teams will have the option of sending interested athletes an invitation to join their team or attend tryouts.
- 7.4. An athlete can accept more than one invitation to team tryouts, so long as that information is made available to all teams involved and does not prevent another athlete from trying out for a team.
- 7.5. If an athlete agrees to join a team, she signs an athlete agreement for one season.
- 7.6. If an athlete is not offered a roster spot on any team(s), she may approach other team(s) about a try out of a roster spot. Those teams have no obligation to provide a try out or a roster spot to a player at that time. Teams not on the athlete's list may approach the athlete with an offer of a roster spot at this time.
- 7.7. Once an athlete has signed an athlete agreement for the season, she may not change teams unless a grievance is filed and approved by the NRL Operations Council.
- 7.8. Returning Athletes: 2020-21 Season
- 7.8.1. The athlete must indicate to her team whether she wishes to remain with that team for next season or not by June 1, 2020.
- 7.8.2. If the athlete indicates they would like to remain with the team for the next season, the team has an option to offer them a guaranteed roster spot for the next season and an athlete agreement can be signed and the athlete will be expected to play for that team.
- 7.8.3. If a guaranteed roster spot is offered and accepted via the athlete agreement, the athlete cannot accept an invitation to try out for another team.
- 7.8.4. If a team does not offer a guaranteed roster spot, they athlete may approach any other team about playing for that team during the upcoming season.

7.9. Athlete Solicitation

- 7.9.1. Athletes are not permitted to sign an athlete agreement until the online declaration form is completed.
- 7.9.2. Teams and athletes may approach other athletes who meet the eligibility criteria of the NRL to provide information about the NRL and their NRL team. These athletes will still be required to complete an online athlete declaration form and will be under no obligation to sign or express interest to the team who first approached them.
- 7.9.3. Teams are encouraged to share information about their program including team personnel members, athlete support information, team fees, practice schedules and other relevant information to assist athletes in making an informed decision about their interest in playing for a team.

8. Team Personnel

- 8.1. All team personnel must comply with the Ringette Canada Screening Policy.
- 8.2. A Team Personnel Agreement must be submitted at least 3 business days before their first attended session.
- 8.3. All required screening documentation must be submitted to Ringette Canada no later than December 1, 2019.
- 8.4. Team personnel may be added to the roster after December 1, 2019, however must have all of the necessary screening documents and certification relevant to their position.
- 8.5. All team personnel must be listed on the team roster. A minimum of four people must be named: One (1) Head Coach, Two (2) Assistant Coaches, One (1) Trainer.
- 8.6. All team personnel must complete the Respect in Sport-Activity Leader online education.
- 8.7. All team personnel must review [Ringette Canada's Concussion Policy](#) and sign off on the pre-season education sheet attached to the Team Personnel agreement.
- 8.8. Athletes cannot fulfill the duties of a team personnel role and an active player role during the same game.
 - 8.8.1. Athletes may complete a Team Personnel agreement, but may only perform one role (athlete or bench staff) in a game.
- 8.9. There will be a minimum of one (1) certified female coach on the bench for all games as per the Ringette Canada Female Coach on the Bench policy.

8.10. There must be at least two (2) members of the bench staff (one coach, one trainer) present for all games and practices. In game situations, it is acceptable that one team provide a trainer who will support both teams.

8.10.1. If a coach is also the trainer, there must be an additional coach present.

8.11. The Rule of 2 must be adhered to at all times.

8.11.1. Ringette Canada has pledged to the Responsible Coaching Movement and actively participates in Safe Sport and the Rule of 2. The Rule of 2 serves to protect athletes in potentially vulnerable situations ensuring more than one adult is present. This includes closed-door meetings, travel, and training environments, amongst others.

8.11.1.1. Any one-on-one interaction between a screened Team Personnel and an athlete must take place within earshot and view of a second screened member of the Team Personnel.

8.11.1.2. One (1) screened member of the Team Personnel must be the same gender as the athlete.

8.11.1.3. In exceptional circumstances, it is not possible for two members of the Team Personnel to be present, this role may be fulfilled by a screened member of Team Personnel from another NRL team.

8.12. Coaches

8.12.1. Coaches must meet the minimum coach certification level outlined in Ringette Canada's Coach Certification Policy by December 1, 2019 or will be removed from the roster.

8.12.2. Coaches who are not Competition-Development Trained, and have not completed all Competition-Development multi-sport modules, must complete one (1) Competition-Development multi-sport module between April 15, 2019 and November 30, 2019 or will be removed from the roster.

8.13. Coaches who are unable to meet the minimum certification requirements at the start of the season must submit a coach certification plan to Ringette Canada via nrlnr@ringette.ca by September 30th outlining the steps they will be taken to be fully certified and qualified by the December 1st deadline.

8.14. Trainer

8.14.1. Trainer Certification: In addition to the team personnel requirements outlined above, a trainer must:

- Complete Making Headway in Sport concussion training module prior to start of season.

- Have a valid standard first-aid certification or higher certification. Individuals may request recognition of an equivalency by submitting their certificate to Ringette Canada's Technical Director.

8.14.2. A trainer may also be a coach, as long as they meet the minimum certification requirements for both positions.

8.14.2.1. If this is the case, this person should be listed in both positions on the online team roster and sign two separate team personnel agreements.

8.14.2.2. A team may use an external service provider in the place of a trainer. If this is the case, the name of the service provider should be listed and a copy of the service agreement submitted to Ringette Canada. The service agreement should specifically list the following:

- Services to be provided and activities covered eg. Will provide a trainer for all team practices and games, both home and away.
- Individual(s) assigned to events meet or exceed Ringette Canada qualification requirements (qualifications should be listed).
- Individuals assigned to events have been duly screened by the service provider to a standard that meets or exceeds Ringette Canada's screening policy.

8.15. Manager (optional role) must have completed Ringette Canada's Manager Certification program in addition to the Team Personnel requirements listed above.

9. Rosters

9.1. An Active Roster Player is defined as any athlete who is expected to play in the majority of games, unless injured or otherwise unavailable to play.

9.2. Each team must have a minimum of twelve (12) active roster players at the start of the season.

9.3. A team may have up to twenty-five (25) players on its roster.

9.4. Each team must submit their playing roster to Ringette Canada no later than the Monday prior to their first game. Failure to do so will result in a fine of \$100.

9.5. Athletes cannot be added to the roster after January 31, 2020 at 11:59 EST.

9.6. A minimum of eight (8) skaters and one (1) goalie must dress for all games in the NRL.

9.7. Playing with an ineligible player will result in forfeiture of the game and a fine of \$500.

9.8. Affiliate players

9.8.1. An Affiliate Player is defined as an athlete who is registered on a provincially recognized ringette team as their primary team as well as an NRL roster.

9.8.1.1. An Affiliate Player must adhere to their provincial affiliation rules and should confirm what these are with their provincial ringette association before signing an athlete agreement.

9.8.2. Affiliates players must complete the online declaration form, sign an athlete agreement and participate in any required education sessions.

9.8.3. An Affiliate Player is eligible for the NRL Playoffs and NRL Championship.

9.8.4. No athlete is permitted to play on two teams at the Canadian Ringette Championships/National Ringette League Championship event.

10. On-Ice Officials

10.1. The NRL will use a 3-official system.

10.1.1. If a third official is not available, both teams will be notified.

10.2. Qualification and Certification

10.2.1. On-ice officials must be registered with their Provincial Ringette Association via their home association.

10.2.2. The minimum qualification required for regular season game is 3B.

10.2.3. The minimum qualification required for playoff and NRL Championship game is 4B.

10.3. Game Fees

10.3.1. Each on-ice official will receive \$60 per game.

10.3.2. The home team is responsible for the payment of each official.

10.3.3. Payment shall be given to the officials thirty (30) minutes prior to the start of the game and shall be paid in cash or via cheque.

10.3.4. Failure to pay the on-ice officials on game day shall result in a fine of \$100 per non-paid official in addition to the game fees.

10.4. Game Assignments

10.4.1. Regular Season & playoff game assignments are the responsibility of the NRL Director of Officials.

10.4.2. The NRL Director of Officials will work with regional schedulers to ensure that officials be assigned to all NRL scheduled games.

10.5. Expectations

10.5.1. On-ice officials are expected to arrive at the arena no later than 30 minutes prior to the scheduled start of the game.

10.5.2. In the event that an on-ice officials cannot attend a game he/she is scheduled for, he/she must advise the regional scheduler at least 7 days before the game (except in case of emergency).

- 10.5.2.1. If an official is absent for a game(s) without timely notice to the regional scheduler, the following sanctions will be imposed:
- First offence: a fine equal to the game fee.
 - Second offence: a fine equal to the game fee plus a one month suspension from the NRL.
 - Third offense: a fine equal to the game fee plus expulsion from the NRL.

10.6. Dress Code

10.6.1. Off-ice

10.6.1.1. On-ice officials are expected to dress neatly (business-casual), be well-groomed, and have an appropriate appearance for all NRL related activities.

10.6.1.2. On-ice officials garments must not display any brand, logo or emblem of any local, regional or provincial association. This is in order to protect the integrity and impartiality of all Participants.

10.6.2. On-Ice

10.6.2.1. Officials must wear a black CSA approved helmet, an officiating jersey with the NRL crest, and black pants. Skate laces must be white.

- In a case where an on-ice official is new to the NRL and does not yet have an NRL crest, they shall wear a jersey with the standard Ringette Canada official's crest.

10.7. Conflicts of Interest

10.7.1. On-ice officials are not permitted to officiate a game in which an immediate family member is involved directly with one of the teams.

10.7.1.1. Immediate family includes: spouse, parent, sibling and grandchild.

10.8. Travel Allocation

10.8.1. When scheduling officials, the NRL Director of Officials and the regional schedulers will minimize the travel costs as much as possible. Priority will be given to qualified, available officials living in proximity to games played.

10.8.2. Ringette Canada's Financial Policy and rates shall apply.

10.8.3. Travel allocation will be compensated by Ringette Canada as follows for NRL games in the regular season and playoffs:

10.8.3.1. Accommodations and meals will only be provided in the following circumstances:

- If one or multiple games in one day, when the official must travel more than 400km roundtrip and a game begins prior to 9:30am and/or ends later than 9:00pm.
 - If multiple games are scheduled over two days when the official must travel more than 400km return.
- 10.8.3.2. Air travel must be booked by the Ringette Canada office unless pre-approval has been received by the Executive Director of Ringette Canada.
- 10.8.3.3. Hotel bookings must be approved by Ringette Canada, and when possible booked ahead of time by Ringette Canada staff.
- If unforeseen circumstances arise, the official must contact Ringette Canada Director of High Performance & Events (or delegate) to confirm approval of the expense.
- 10.9. Minor Officials and Shot Clock Operator
- 10.9.1. Scheduling of minor officials and shot clock operator is the responsibility of the home team.

11. Daily Training Environment

- 11.1. Each team will develop a yearly training plan which aligns with the competition calendar.
- 11.1.1. A copy of the plan is due to Ringette Canada via nrlnr@ringette.ca by September 30, 2019.
- 11.1.2. Ringette Canada national team staff will provide feedback on the plan to assist teams in improving the quality of their programs within 3 weeks of receipt.
- 11.2. Official Team Training Sessions
- 11.2.1. Teams are expected to provide athletes access to an average of two (2) on-ice training sessions per week during the NRL season and an individualized training program that supports the overall development of each athlete.
- 11.2.1.1. At least two members of the Bench Staff must be present at each session for it to be considered an official session, including at least one (1) certified coach and a qualified trainer.
- 11.2.1.2. An average number of sessions is recommended to account for the need for higher training volumes during the pre-season and lower volumes during peak competitive season, e.g. playoffs.
- 11.2.2. For off-ice training, teams must organize official training sessions at the start of each off-ice training program to ensure athletes have appropriate knowledge and understanding of how to follow the program on their own. This can be led by a team coach or a qualified conditioning coach.

11.2.3. During extended blackout periods, more than ten (10) consecutive days, regular training should continue to be offered for players not participating in National Team programs. Teams, at their discretion may organise exhibition games with other NRL teams or ringette teams in other sanctioned leagues during extended blackout periods.

11.3. Mental Performance

11.3.1. All teams will ensure that athletes have access to a mental performance coach to aid in their preparation. For assistance in identifying mental performance coaches in their area, teams are encouraged to speak with Ringette Canada, their Provincial Ringette Association and/or contact the [Canadian Sport Institute](#) in their region to identify qualified individuals.

11.3.2. Each team will provide at least three (3) group sessions throughout the season with a mental performance coach – one (1) pre-season, one (1) in-season and one (1) year-end debrief.

11.4. Injury Prevention Warm-Up

11.4.1. All teams will be expected to implement an injury prevention warm-up as part of their training program. A protocol will be provided by Ringette Canada on or before August 1, 2019.

11.5. Fitness Testing

11.5.1. All teams will be expected to conduct at least two fitness testing sessions per year.

11.5.1.1. Start of season (by September 30, 2019)

11.5.1.2. During World Championship Blackout (National Team players are to be exempt from participating in this session, their testing results will be made available to NRL teams)

11.5.2. Where athletes have provided consent, their test results are to be shared with the National Team Program, for performance monitoring and talent identification purposes.

11.5.3. National Team testing protocols and recording tools will be made available to the teams by Ringette Canada no later than August 1, 2019.

11.6. Sport Medicine Support

11.6.1. Each team will establish a relationship with a local sport medicine provider where team athletes can be referred to in the event of injury and for ongoing monitoring of their health. The purpose of this relationship is to ensure athletes can receive timely access to sport medicine services and that the provider is familiar with the specific needs of ringette athletes.

11.6.2. Teams will be expected to provide a letter from their local sport medicine provider confirming their relationship with the team and that they have received key information about the sport of ringette including Ringette Canada's Return to Play protocol by September 30, 2019.

12. Rules of Competition

12.1. Game Format

- 12.1.1. All games will be conducted in accordance with the current version of the Ringette Canada Official Rulebook. Additionally, the following rules will be in place:
- 12.1.1.1. **Ice time:** For regular season league games, teams must secure no less than 120 minutes of ice time. For playoff games, teams must secure no less than 135 minutes of ice time.
 - 12.1.1.2. **Length of game:** Regulation time for all games will be 4 quarters of 13 minutes, stop time.
 - 12.1.1.3. **On-Ice warm-up:** Teams will be given a 5 minute on-ice warm-up. The warm-up includes team cheer, picking up the rings, preparing the field of play for the game and starting players lining up for the national anthem.
 - 12.1.1.4. **National anthem:** Teams must play the national anthem prior to each game. The anthem will begin immediately upon completion of the 5 minute warm-up period.
 - 12.1.1.5. **Pre-game ceremonies:** additional pre-game ceremonies must not be more than 5 minutes in length. Teams must advise the visiting team at least 48 hours prior to the game. Additional ice-time must be secured to accommodate the ceremony.
 - 12.1.1.6. **Time between periods:** One minute will be given after the completion of the first and third periods. The time will begin on the clock as soon as the period is completed.
 - 12.1.1.7. **Flood:** A flood must be completed after the completion of the second period.
 - 12.1.1.8. **Halftime:** 10 minutes is allocated between the second and third period.
 - Halftime may be up to 15 minutes if both teams are in agreement prior to the start of the game. It is the responsibility of the home team to ensure adequate ice-time is allocated. This will not be grounds for game protest.
 - Upon return from halftime, teams may take a quick skate before settling onto their benches. No rings will be permitted on the ice during this time.
 - 12.1.1.9. **Dressing Room Access:** Dressing rooms should be made available to both teams a minimum of 45 minutes prior to the scheduled start time.
- 12.1.2. Tie Game After Regulation - Regular Season
- 12.1.2.1. If a game is tied after regulation time, teams will proceed to a shootout as outlined below:
 - Each team will designate 3 different shooters. Teams will alternate shots. The order of shots shall be decided by the home team.
 - If at any point during the shootout it becomes impossible for one team to win, the shootout shall be terminated and winner declared.
 - The conduct of shots shall be in keeping with the penalty shot rules outlined in the current Ringette Canada Rulebook.

- If after three shooters the teams are still tied, each team will select a shooter for the sudden-victory round. They will continue this process until a winner is declared. After the first round (in which there must be three different shooters) a player may take multiple shots in the sudden-victory round(s).

12.2. Tie Game After Regulation - Playoffs

- 12.2.1. If a game is tied after regulation time, teams will proceed to a five (5) minute (stop time) sudden-victory overtime period.
- 12.2.2. If still tied after overtime, teams will proceed to a shootout as outlined in section 12.1.2.1.

12.3. Regular Season Standings

12.3.1. Point Allocation

- 12.3.1.1. Two points will be awarded for each win.
- 12.3.1.2. Zero points will be awarded for each regulation time loss.
- 12.3.1.3. One point will be awarded for a shootout loss.

12.3.2. Regular season standings will be determined by points awarded for regular season games played.

12.3.3. In the Eastern Conference, the top team in each division will be ranked first. All other teams will be ranked based on their accumulated points during the season.

12.4. Breaking Tie in Standings

12.4.1. When two or more teams having played an equal number of games amongst each other have an equal number of points after the completion of the league games, the highest of the tied teams will be determined in the following order and considering the "Official Score" of the games. Games won in a shootout will show one additional goal for the winning team.

12.4.1.1. The team with the most points, (two points for a win, two points for a shootout win, one point for an overtime loss and one point for a tie in regulation time) amongst the tied teams during league play will be ranked highest.

12.4.1.2. If still tied, the team with the most regulation time wins in league play will be ranked highest.

12.4.1.3. If still tied, the team with the most wins in league play will be ranked highest.

12.4.1.4. If still tied, the team having the greatest positive difference between goals for and against in games between the tied teams in league play will be ranked highest.

12.4.1.5. If still tied, the team having the least total goals against in games between the tied teams during the league play will be ranked highest.

12.4.1.6. If still tied, the team having the greatest positive difference between goals for and against in all games during league play will be ranked highest.

12.4.1.7. If still tied, the tied team with the least total goals against in all games during league play will be ranked highest.

12.4.1.8. If still tied, a coin toss will be used to break the tie.

12.4.2. If tied teams have not played the same amount of games against each other the tie break process is:

12.4.2.1. The team with the most regulation time wins in league play will be ranked highest.

12.4.2.2. If still tied, the team with the most wins in league play will be ranked highest.

12.4.2.3. If still tied, the team having the greatest positive difference between goals for and against in all games during league play will be ranked highest.

12.4.2.4. If still tied, the tied team with the least total goals against in all games during league play will be ranked highest.

12.4.2.5. If still tied, a coin toss will be used to break the tie.

Important Notes:

1. A win in a shootout game will be shown by one additional goal for purposes of goals for and against.
2. These shall be followed in sequence until the tie is broken (i.e. one team is eliminated from the tie). Once one team is eliminated from the tie, the procedure reverts back to (i).
3. This procedure, in most cases, will declare the team in the HIGHEST position. However, in some cases, the procedure will declare the LOWEST position between tied teams, and that team shall be dropped from the tie breaking procedure (e.g. the top two teams remain tied). In these cases, the procedure shall also revert back to (i) in order to break the tie between those teams that remain tied.

12.5. **Forfeited Game**

12.5.1. Teams will be considered to have forfeited a game if:

12.5.1.1. A team fails to take the ice within five minutes of the scheduled start time, without just cause and notification to the home team and Ringette Canada.

12.5.1.2. The home team fails to ensure the presence of off-ice officials, adequate equipment or adequate ice time.

12.5.1.3. If a team has fewer than eight (8) skaters and one (1) goalkeeper present for a game.

12.5.2. If a team forfeits a game, they shall be fined \$1,000 for the first offence.

12.5.3. If a team forfeits a second game they shall be fined \$1,000 and immediately forfeit the remainder of the season.

12.6. If a team forfeits the season, all their records and stats for the season plus the record stats of teams they have played shall be expunged from the record and standings.

12.7. In the case of a single forfeited game the non-forfeiting team shall be awarded two points in the standings.

12.7.1. The game score will be registered as a 1-0 victory for the non-forfeiting team.

12.7.2. The forfeiting team will receive 0 points.

- 12.7.3. The goal shall be awarded to the player with the least points in the standings on the non-forfeiting team.
- 12.7.4. The shutout will be awarded to the goaltender with the higher goals against average on the non-forfeiting team.
- 12.7.5. The goal against shall be awarded to the goaltender on the forfeiting team that has the lowest goals against average.

12.8. **Abandoned Game**

- 12.8.1. If a game cannot be played due to facility failures or other acts outside the control of the teams, the following guidelines shall apply:
 - 12.8.1.1. If the game is abandoned before the start of the third period, the game shall be replayed in its entirety, if possible. The League may determine to not replay such a game, in which case the game will not count in the standings for either team.
 - 12.8.1.2. If the game is abandoned after the start of the third period and before the start of the shootout, the score at the time of the abandonment of the game shall stand. All scores, statistics, penalties shall be official.
 - 12.8.1.3. If the game is abandoned after the start of the shootout, the game shall be a tie game. The official end of the game shall be the end of regulation time.

12.9. **Shot Clock Failure**

- 12.9.1. If the home team (host team) fails to supply fully functioning shot clocks to begin a game, the game will be played without shot clocks and the home team (host team) will be fined \$100.
- 12.9.2. If a shot clock or both shot clocks fail during the game, the game shall continue. The game will continue to be played with one clock or until the clock that failed is repaired. The game shall not be held up while repairs are being made.

13. **Competition Calendar and Schedule Formats**

13.1. **Season Calendar**

- 13.1.1. Team mandated on-ice training starts no earlier than August 12, 2019 and continues until the NRL Championship.
- 13.1.2. **Blackout dates:**
 - 13.1.2.1. August 29-September 2, 2019
 - 13.1.2.2. October 10-14, 2019
 - 13.1.2.3. November 11-December 9, 2019
 - 13.1.2.4. December 21-29, 2019
- 13.1.3. **Playoff weekend options:**
 - 13.1.3.1. March 14-15, 2020
 - 13.1.3.2. March 21-22, 2020
- 13.1.4. There shall be no scheduled games March 7-8, 2020.
 - 13.1.4.1. This weekend shall be used to replay games that were unable to be completed during the season.

13.1.4.2. It is the responsibility of the teams to be available to replay games on that weekend.

13.2. Regular Season

13.2.1. The schedule shall be confirmed no later than August 31, 2019.

13.2.2. The first day of the regular season play shall not be any sooner than Saturday, September 21, 2019.

13.2.3. The final day of regular season play shall be no later than Sunday, March 1, 2020.

13.2.3.1. Teams may make a request to the NRL Operations Council to extend their season in the event that adequate ice time within the timeframes of September 21, 2019 and March 1, 2020 cannot be secured.

13.2.4. All teams will be provided with a minimum of 20 and a maximum of 24 regular season games.

13.2.5. Scheduled games for one team must not be scheduled to start any less than 6 hours after the scheduled start time of the preceding game.

13.2.6. Adequate travel time must be allowed between games to allow teams the opportunity for appropriate rest and recovery.

13.2.7. Scheduled games requiring a team to book air travel shall be communicated to the Participants as early in the season as possible and shall only be rescheduled due to an extreme emergency and with the permission of Ringette Canada.

13.2.8. Ringette Canada can change the schedule at any time for any reason with the following guidelines:

13.2.8.1. Teams must be given five (5) days notice of any change of date.

13.2.8.2. Teams must be given seventy-two (72) hours notice of change of venue, opposition or start time.

13.2.8.3. Teams must be given ten (10) days notice if required to travel outside of their region on dates where no previous game was scheduled in that region.

13.2.9. The process to complete the season schedule shall be as follows:

13.2.9.1. Teams must provide travel and schedule requests no later than August 15th.

13.2.9.2. Travel and hosting weekends will be determined by the NRL Scheduler and agreed to by all teams by August 20th.

13.2.9.3. Teams must provide game times and locations of all home games no later than 30 days prior to the scheduled game date. Failure to do so will result in a fine of \$25/game for which this information is not provided.

- Teams needing more time may make a request to the NRL Operations Council outlining the reason(s) for the delay.

- Exception granted for games taking place within a tournament where exact time of game may not yet be known.

- Games for which the date, location and/or time are not confirmed to the NRL Scheduler 15 days prior to the game will result in the home team being responsible for all travel, accommodation and per diem costs related to bringing in out-of-region officials, if necessary.

13.2.9.4. The schedule will be confirmed no later than August 31st.

13.3. NRL Playoffs

- 13.3.1. The format of the NRL Playoffs will be decided by the NRL Operations Council and communicated to all teams by December 1.
- 13.3.2. The NRL Playoff Series' will be a best-of-three series format. If a team wins the first two games, the third game will not be played.
- 13.3.3. In a series where one team hosts the entire series, the host team will be designated the home team for all games.
 - 13.3.3.1. Game day operations outlined in section 14 apply.

13.4. NRL Championship

13.4.1. Tournament Format

- 13.4.1.1. The tournament format will be outlined in the technical package for the NRL Championship.

13.4.2. Teams

- 13.4.2.1. Eight (8) teams will compete in a full round robin tournament.
 - The Western Conference is allocated 3 teams
 - The Eastern Conference is allocated 5 teams

13.4.3. Schedule

- 13.4.3.1. Format will be decided on by the Operations Council and communicated by December 1, 2019.
- 13.4.3.2. A scheduled game for one team must not be scheduled to start any less than 6 hours after the scheduled start time of the preceding game.
- 13.4.3.3. The NRL Championship game schedule (order of games) will be completed by Ringette Canada staff.

13.4.4. Standings

- 13.4.4.1. Teams will be ranked 1-8 based on total points accumulated during round robin play.
- 13.4.4.2. Teams will receive two points for a win and zero for a loss.

13.4.5. Technical Package

- 13.4.5.1. The technical package will be developed by Ringette Canada.
- 13.4.5.2. The technical package will be completed and circulated to all teams by January 31, 2020.

13.5. Exhibition Play

- 13.5.1. Teams must inform Ringette Canada via nrlnr@ringette.ca of any exhibition games they schedule.
- 13.5.2. Officials will be scheduled by the NRL Director of Officials for exhibition games.
- 13.5.3. Teams must request permission from Ringette Canada to play in any other type of exhibition game.
 - 13.5.3.1. Payment of officials required for the games, under section 13.5, shall be the responsibility of the teams involved.

14. Game Day Operations

14.1. The home team is to:

- 14.1.1. Ensure shot clocks are in place and functional.
- 14.1.2. Provide a trained timekeeper, scorekeeper and shot clock operator.
- 14.1.3. Provide 5 game rings.
- 14.1.4. Provide an official NRL game sheet.

- 14.1.5. Ensure payment of on-ice officials.
- 14.1.6. Provide an announcer to announce all goals and penalties.
- 14.1.7. Play music during the warm-up and all major stoppages in play.
- 14.1.8. Play the national anthem prior to each game.
- 14.1.9. Post the game report on www.nationalringetteleague.ca before the end of the day (11:59pm local) on which the game was played.

Failure to complete any of the items listed in section 14.1.1-14.1.9 will result in a fine of \$100 per item not completed.

- 14.2. The visiting team is to complete the visitors section of the game sheet prior to the start of the game.
- 14.3. It is recommended that the home team also provide the following for all home games:
 - 14.3.1. Lineup cards for fans.
 - 14.3.2. Set up posters to announce your next home game or team event.
 - 14.3.3. Organize fan interaction opportunities (autograph sessions) or contests.
- 14.4. Player Stats and Game Sheets
 - 14.4.1. It is the responsibility of both teams to ensure the game sheet goals, assists and penalty allocations are correct prior to leaving the arena after each game.
 - 14.4.2. In the event that a game sheet is not accurate, teams must confirm with the on-ice officials before any changes are made to the official game sheet. On-ice officials have the authority to make changes to the game sheet.
 - 14.4.3. Game sheets shall be entered online as they appear on the paper copy.
 - 14.4.4. In the event that there is a discrepancy between the paper copy and the online copy, changes to the online version may be requested following this procedure:
 - 14.4.4.1. Change requests must be requested to NRLStatsLNR@ringette.ca by the Team Operator or manager and must include proof (photo of game sheet or shots on goal sheet) to support the change.
 - 14.4.4.2. All changes requested must appear on the game sheet and be signed off by the on-ice official for the game in question.
 - 14.4.4.3. Approved stats change requests, where all information is provided, will be completed within five (5) business days of submission.
 - 14.4.4.4. Requests with missing details will not be followed up on.
 - 14.4.4.5. Video submissions will not be accepted as a means to change player stats.
 - 14.4.5. **Players out of uniform on the bench:** players who join their team on the bench but are not dressed to play (ex. injured) must be listed on the game sheet as a player.
 - 14.4.5.1. Next to their name, the team must indicate 'NP' (Not Playing).
 - 14.4.5.2. Unless the player out of uniform is also listed as bench staff personnel, they may not actively coach the team.
 - 14.4.5.3. Players listed as 'NP' do not count towards the maximum 18 skaters allowed per game.
 - 14.4.5.4. Players listed as 'NP' are not to be entered into the stats system when entering the game sheet.
 - 14.4.5.5. Players listed as 'NP' do not count towards the minimum number (8) of players required to start the game.

15. **NRL Season Awards and Designations**

15.1. **NRL Regular Season Awards**

- 15.1.1. The following regular season awards will be awarded on an annual basis at the closing banquet of the NRL Championship:

Most Valuable Player - The athlete judged to be the most valuable to her team

Top Centre - The most outstanding athlete that played predominantly the centre position.

Top Forward- The most outstanding athlete that played predominantly the forward position.

Top Defense- The most outstanding athlete that played predominantly the defense position.

Top Goalkeeper - The most outstanding goalkeeper.

Rookie of the Year - The most outstanding player in her first year as an active roster player (not an affiliate).

Team Personnel of the Year - The most outstanding coaching group of the year (Head Coach, Assistant Coaches, Trainer).

NRL Top Scorer: The athlete with the highest points-per-game ratio for the season (points/team games played).

NRL Scoring Champion: The player with the highest goals-per-game ratio for the regular season (goals/team games played).

15.1.2. **Nomination Process**

- 15.1.2.1. Each team will nominate one (1) athlete from their team for each of the athlete categories.
- 15.1.2.2. Each team will nominate one (1) team personnel group from another team for the Team Personnel of the Year award.
- 15.1.2.3. Each team will identify their voting delegate to represent their team.
- 15.1.2.4. Nominations must be received by March 2, 2020.
- 15.1.2.5. Results will be tabulated and circulated to the voting delegates.
- 15.1.2.6. Voting delegates will select four (4) athletes per athlete category and must include at least one athlete from each of the NRL Conferences.
- 15.1.2.7. Finalists will be announced on the Monday of NRL Championship.

15.1.3. **Selection Process**

- 15.1.3.1. The voting committee will be the current Senior National Team coaching staff.
- 15.1.3.2. The voting committee will review the nominee list and select the winners in each category based on regular season play and high performance scouting.
- 15.1.3.3. Award winners will be announced at the closing ceremony of the NRL Championship.

- 15.2. **NRL Championship Awards** will be outlined in the NRL Championship technical package.

16. Discipline, Grievances and Appeals

16.1. Fines & Suspensions

- 16.1.1. All automatic fines are outlined throughout the manual and will be issued by Ringette Canada.
- 16.1.2. Ringette Canada will advise the team in question of the amount and the reason for the fine via email.
- 16.1.3. An invoice will be issued by Ringette Canada and sent directly to the Team Operator.
- 16.1.4. All fines are payable to Ringette Canada within 45 days of the invoice date. Failure to do so could result in a team not being in good standing.
- 16.1.5. The NRL Operations Council may levy a fine or suspension that is outlined in NRL Handbook without holding a hearing.
- 16.1.6. The NRL Operations Council may levy a fine or suspension that exceeds the guidelines in the NRL Handbook with a hearing involving all parties before rendering a decision.
- 16.1.7. League Participants can be banned from the League for acts, errors or omissions. The Ringette Canada Board of Directors must approve any banishment.
- 16.1.8. The NRL Operations Council must approve a fine up to \$2,499.
- 16.1.9. The Ringette Canada Board of Directors must approve any fine greater than \$2,500

16.2. Advising the League of Non-Compliance

- 16.2.1. Teams that provide reasonable justification to the NRL Operations Council (via nrlInr@ringette.ca), a minimum of 48 hours prior to a scheduled game, for matters of non-compliance may be granted a reprieve from adhering to a rule for that particular game if the NRL Operations Council deems the justification reasonable.

16.3. In-game incident

- 16.3.1. League Participants may be suspended for on-ice acts as per the NRL suspension guidelines in Appendix B without the opportunity for a hearing or appeal.
- 16.3.2. League Participants may be suspended for more than stipulated in the NRL suspension guidelines (Appendix B) following a hearing with the NRL Operations Council with all involved parties.
- 16.3.3. In-game incidents resulting in a penalty, shall at a minimum, be equal to that of the rules of the NRL in which the game was played.
- 16.3.4. If there is an in-game incident that may result in further discipline, an Officials Game Report must be filled out by the on-ice officials.
 - 16.3.4.1. The on-ice official(s) must advise the NRL Director of Officials of the situation via telephone within one (1) hour of the completion of the game.
- 16.3.5. The NRL Director of Officials will advise the NRL Operations Council via nrlInr@ringette.ca of the incident and any further action or discipline required as per the suspension guidelines.
- 16.3.6. Ringette Canada will ensure that a copy of the Official Game Report be forwarded to the Provincial Ringette Association of the team(s) involved in the incident and will notify them of the League administered discipline.
- 16.3.7. Ringette Canada will notify the team(s) and the player(s) involved of League administered discipline.

- 16.4. Out-of-game incident
 - 16.4.1. Out-of-game incidents will be managed as per Ringette Canada's Discipline and Complaints Policy.

- 16.5. Grievance
 - 16.5.1. Participants who wish to file a grievance with the League must do so in writing to nrlnr@ringette.ca.
 - 16.5.1.1. a summary of the details of the situation shall be provided. The Participant must make it clear and in writing that they are filing an official grievance.
 - 16.5.2. Once the grievance is filed, the NRL Operations Council will review the matters and gather the information required to make a ruling on the matter at hand. If a member of the NRL Operations Council is in a conflict of interest he or she will remove themselves immediately.
 - 16.5.3. Involved parties may be required to provide further information on the situation either in person, in writing or by teleconference.

- 16.6. Appeals
 - 16.6.1. Appeals shall be administered as per Ringette Canada's Appeal Policy. <https://www.ringette.ca/about-us/ringette-canada-by-laws-and-policies/>

- 16.7. Discipline and Complaints
 - 16.7.1. A registrant of Ringette Canada can file a complaint against another registrant of Ringette Canada as per Ringette Canada's Discipline and Complaints Policy that allegedly constitutes a violation of said Policy and/or Ringette Canada's Code of Conduct and Ethics Policy and/or Ringette Canada's Abuse Policy. <https://www.ringette.ca/about-us/ringette-canada-by-laws-and-policies/>

17. Handbook Review and Changes

- 17.1. Change requests to the NRL Handbook may be submitted to the NRL Operations Council.

- 17.2. Change requests must be received by April 15, 2020.

- 17.3. NRL Operations Council will submit recommendations to the Director of High Performance and Events (or delegate) and Executive Director.

- 17.4. The new NRL Handbook will be approved by the Ringette Canada Executive Director, as delegated by the Ringette Canada Board of Directors by May 6, 2020.

- 17.5. The 2020-21 NRL Handbook will be translated and distributed to current and prospective teams by May 15, 2020.

- 17.6. In the event of unforeseen circumstances (e.g. folding of team; major schedule disruption) that may impact the viability of the league, the NRL Operations Council may recommend modifications to the current NRL Handbook. These will be recommended to the Director of High Performance and Events (or delegate) and approved by the Executive Director.

APPENDIX A: Important Dates

DATE	ACTIVITY
August 1, 2019	<ul style="list-style-type: none"> • Each athlete is to declare which team(s) they are interested in playing for via the online link. • Fitness testing protocol and recording tool sent to teams • Injury prevention warm-up sent to teams.
August 2, 2019	<ul style="list-style-type: none"> • Athlete declaration lists sent to teams
August 12, 2019	<ul style="list-style-type: none"> • Secondary athlete declaration period begins
August 15, 2019	<ul style="list-style-type: none"> • Travel and schedule requests submitted to the League Scheduler via nrlnr@ringette.ca
August 20, 2019	<ul style="list-style-type: none"> • Travel and hosting weekends determined by League Scheduler
August 31, 2019	<ul style="list-style-type: none"> • Schedule confirmed and communicated to teams. • Organizational group identified & contact information shared with Ringette Canada.
September 30, 2019	<ul style="list-style-type: none"> • 2019-20 NRL budget is shared with all teams by Ringette Canada • 2019-20 team budgets received by Ringette Canada • Coach certification plans received by Ringette Canada • Yearly Training Plans due to Ringette Canada • First round of fitness testing completed • Letter from local sport medicine clinics received by Ringette Canada
December 1, 2019	<ul style="list-style-type: none"> • NRL Operations Council to: <ul style="list-style-type: none"> ○ Communicate team assessment criteria ○ Communicate NRL playoff format ○ Communicate NRL Championship schedule format • Registration fee received by Ringette Canada • Team personnel screening documents (CRC/VSV) due, if necessary.
January 31, 2020	<ul style="list-style-type: none"> • No additional players may be added to the roster after this date.
March 2, 2020	<ul style="list-style-type: none"> • NRL Award nominations due
April 5-11, 2020	<ul style="list-style-type: none"> • NRL Championship, Ottawa ON
April 15, 2020	<ul style="list-style-type: none"> • Change requests due for 2020-21 NRL Handbook
May 6, 2020	<ul style="list-style-type: none"> • 2020-21 NRL Handbook approved by Ringette Canada Board of Directors
May 15, 2020	<ul style="list-style-type: none"> • 2020-21 NRL Handbook available
June 1, 2020	<ul style="list-style-type: none"> • Athletes participating in the 2019-20 season may sign a new Athlete Agreement with the same team

APPENDIX B: Schedule of Discipline: Suspensions

The suspensions specified (in number of games), are over and above those specified and outlined in Section 20.3.e Match Penalty (Consequences of Penalties) of the Official Rules of Ringette, for Match penalty infractions.

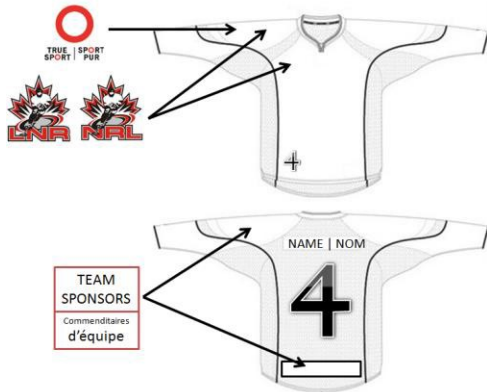
Athlete/Team Personnel assessed a MATCH penalty for:	
Action:	Suspension (# in games)
Hair Pulling	3
Facemasking	3
Head Butting	3
Spearing	4
Butt Ending	4
Stick Swinging	4
Kicking	4
Deliberate Attempt to Injure	4
Fighting:	
Instigating	4
Participating (including those in addition to the original two participants)	2
Abuse of an Official	
Excessive Verbal	2
Physical:	
Minimal (ex. Touch/brush)	3
Moderate (ex. Push)	5
Excessive (ex. Punch/attempt to punch/push causing fall)	7

APPENDIX C: Logo Placement on Jerseys

NRL logo - right sleeve or front right chest True

Sport logo - right sleeve (below NRL logo)

Team sponsors - left sleeve or bottom, back of jersey



APPENDIX D: NATIONAL RINGETTE LEAGUE OPERATIONS COUNCIL TERMS OF REFERENCE

PURPOSE OF THIS DOCUMENT:

The purpose of this Terms of Reference (ToR) is to describe the purpose and role of the National Ringette League Operations Council (NRLOC). This document will also describe the scope of authority, and the expectations of the participants in this group.

MANDATE:

The NRLOC will be responsible for overseeing the operations of the 2019-20 playing season as set out in the NRL Handbook.

The National Ringette League is a high performance training and competition program conducted and administered by Ringette Canada (RC) for athletes in the Train to Compete and Train to Win stages of Long Term Athlete Development. It is the showcase league for ringette in Canada and strives to be the premiere women's sports league in the country.

While the league operates under the identity of NRL, it is not an independent league or self-governing organization. The NRL falls under the responsibility of the Director of High Performance and Events (or as delegated) and is supported by the NRL Operations Council. Teams invited to participate operate under the license of Ringette Canada. Final authority for changes to the NRL program are subject to the process outlined in Section 17 of the NRL Handbook.

Technical and administrative standards associated with the league aim to provide athletes with a quality sport experience which ensure safe, welcoming and developmentally appropriate training and competition.

The objectives of the NRL are:

- To provide a quality daily training environment for high performance ringette athletes in Canada.
- To move ringette into the mainstream of Canadian sport activity.
- To encourage greater public awareness of ringette.
- To achieve positive financial results at both a league and team level.

Guiding Principles

The NRLOC operation, discussions, and recommendations will reflect Ringette Canada's "I CARE" values:

- **Innovation** – We invest wisely. We take chances and manage risks. We are stewards of the game.
- **Collaboration** – We are in this together. We include diverse perspective to enrich our experience. We purposefully create a safe and welcoming work environment.
- **Accountability** – When we live our values, we manage and lead with integrity. We operate with transparency and communicate proactively. We take responsibility for our actions and learn from our mistakes.
- **Respect** – For the game. For the rules. For our heritage. For each other.
- **Excellence** – We demand quality. We offer world leading programs and services. We bring our best to each situation.

SPECIFIC RESPONSIBILITIES OF RINGETTE CANADA NATIONAL RINGETTE LEAGUE OPERATIONS COUNCIL:

1. To manage the annual operations of the NRL as outlined in the NRL Handbook for the 2019-2020 season.
2. The group shall be called upon to review requests from teams, groups or athletes and render decisions based on its current rules (NRL Handbook), past precedents and Ringette Canada Policies (if applicable).
3. Any team unable to meet the implementation timelines for the NRL Standards shall submit their implementation plan to achieve compliance to the NRLOC in writing. The NRLOC shall provide a

recommendation to the Executive Director of Ringette Canada who will make the final determination on the team's eligibility. Team Evaluations will be conducted by the NRLOC on an annual basis based on evaluation criteria developed by the NRLOC.

4. The NRLOC shall have the authority to determine NRL playoff and Championship format.
5. The NRLOC may impose sanctions and fines as outlined in the 2019-2020 NRL Handbook.
6. The group shall have the authority to recommend changes to the NRL Handbook and the date by which these would come into effect as per section 17 of the 2019-2020 NRL Handbook.
7. Each member of the council shall hold an equal vote in all decisions rendered within the authority of the council.
8. The group shall be responsible for the initial dealings in regard to issues that may arise within the League, including Participant Grievances.
 - a. Discipline and Complaints, as well as Appeals shall be dealt with as outlined in the in relevant Ringette Canada Policies. Each member of the council shall become familiar with the NRL Handbook Ringette Canada's Policies as they relate to the League.
9. Each member of the council shall participate in discussions to be held via conference call or web-based calls on a monthly basis and as needed when situations arise.
10. Each member of the council shall be honest, respectful, open-minded and welcome differing opinions.

COMPOSITION:

The NRLOC members are identified and invited by NRL member teams and Ringette Canada staff. The council shall include:

- Two members as determined by the Western Conference teams (2)
- One member as determined by each of the Eastern Conference divisions (2)
- One athlete representative as determined by the Eastern conference athletes (1)
- One athlete representative as determined by the Western conference athletes (1)
- One officiating representative as determined by Ringette Canada (1)
- One provincial ringette association representative as appointed by the Executive Directors' Council (for ringette) (1)
- One member of the 2019 Senior National Team coaching staff as determined by Ringette Canada (1)
- Ringette Canada staff member as appointed by the Executive Director shall be ex-officio member of this council.

Council members are selected for their expertise with representation in the following areas:

- NRL operations knowledge
- Coaching
- Officiating
- High Performance Athlete
- NRL administrator/Manager
- Knowledge of other similar sport Leagues
- Sport Management or Business experience
- Board or committee experience

There will be 9 core members named; some individuals may act as experts in more than one of the above areas.

A chair will be nominated amongst the council members.

TERMS:

August 1, 2019 to May 31, 2020.

AUTHORITY:

The NRLOC will act within the guidelines of the 2019-2020 NRL Handbook for all matters relating to the 2019-2020 NRL season.

MEETINGS:

The NRLOC shall meet monthly via conference/web call. Additional meetings may be needed based on situations arising during the season.

REPORTING:

For the 2019-20 season, Ringette Canada's National Ringette League Operations Council will liaise through Ringette Canada's Director of High Performance and Events (or delegate), and ultimately to the Executive Director.

ROLE OF RINGETTE CANADA

The Director of High Performance and Events (or delegate) shall act as an ex-officio member of the NRLOC and may provide recommendations and suggestions to the committee on an ongoing basis. The Director shall also:

- Assist in the preparation of agendas, scheduling of meetings, and notification
- Facilitate communications and engagement with the various stakeholders and participants

REVIEW:

The ToR will be reviewed and updated as required.
