

Niagara Region High School Athletic Association Constitution/Policy Manual

Niagara Region High School Athletic Association (N.R.H.S.A.A.) Constitution

ARTICLE I - NAME

The Association shall be known as the Niagara Region High School Athletic Association (N.R.H.S.A.A.) of the Southern Ontario Secondary Schools Association (S.O.S.S.A.). The N.R.H.S.A.A. 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 S.O.S.S.A. Constitution.

ARTICLE III - MEMBERSHIP

The N.R.H.S.A.A. is a co-educational organization consisting of a Coordinator, Coaches, Teachers, Athletic Directors, Athletic Convenors, Principals, and Principal Designates. The N.R.H.S.A.A. shall consist of schools within the **Conseil de district du Centre Sud-Ouest** (Confederation); **Conseil scolaire de district catholique Centre - Sud** (Jean Vanier); **District School Board of Niagara** (A.N. Myer, Beamsville, Centennial, E.L. Crossley, Eastdale, Eden, Fort Erie, Governor Simcoe, Grimsby, Kernahan Park, Lakeport, Laura Secord, Niagara District, Port Colborne, Ridgeway-Crystal Beach, Sir Winston Churchill, South Lincoln, St. Catharines Collegiate, Stamford, Thorold, West Park, Westlane); **Independent School Boards** (Beacon Christian, Great Lakes Christian College, Heritage Christian Collegiate, Niagara Christian Community of Schools, Smithville District Christian High School) and the **Niagara Catholic District School Board** (Blessed Trinity, Denis Morris, Holy Cross, Lakeshore Catholic, Notre Dame, St. Francis, St. Michael's, St. Paul) in the area so designated as Zone III and Zone IV by S.O.S.S.A.. In order to be eligible for competition, schools must pay S.O.S.S.A. fees. **General meetings are open to members only.** (see Appendix A1 and A2 for a list of phone and fax numbers of member schools).

ARTICLE IV - FINANCES

SECTION 1 - ZONE LEVY

Each member school in the N.R.H.S.A.A. will pay a \$50.00 zone levy to the N.R.H.S.A.A. Treasurer by September 30th of each school year. School(s) that fail to pay the zone levy by September 30th. (and with a grace period extended to October 15th. of that school year) will be subject to a late filing fee of \$50.00.

As of the start of the 2nd. semester, no school can enter any further N.R.H.S.A.A. competition until the zone levy owing is paid.

SECTION 2 - S.O.S.S.A. GRANT

The S.O.S.S.A. 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 N.R.H.S.A.A..

SECTION 3 - S.O.S.S.A. FEES

Each member school must pay S.O.S.S.A. fees to be eligible to participate in S.O.S.S.A. and O.F.S.A.A. Championships:

Basic Association Fee:	\$300.00
School Enrolment as of October 31 st at	\$0.50 per student
*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 S.O.S.S.A. fees not paid by the November 15th deadline.

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 N.R.H.S.A.A. (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 Niagara Catholic District School Board;
- a Combined/Independent Schools representative;
- the NRHSAA treasurer

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

SCHOOL YEAR	DSBN: ZONE - 3	DSBN: ZONE - 4	NCDSB ZONE - 3/4	COMBINED/ INDEPENDENT
2008-2009	AN MYER	BEAMSVILLE	BLESSED TRINITY	BEACON CC
2009-2010	EL CROSSLEY	EDEN	DENIS MORRIS	CONFEDERATION
2010-2011	EASTDALE	GOVERNOR SIMCOE	HOLY CROSS	GREAT LAKES
2011-2012	FORT ERIE	GRIMSBY	LAKESHORE CATHOLIC	HERITAGE CC
2012-2013	PORT COLBORNE	KERNAHAN PARK	NOTRE DAME	JEAN VANIER
2013-2014	RIDGEWAY C/B	LAURA SECORD	ST. FRANCIS	NIAGARA CC
2014-2015	STAMFORD	NIAGARA DISTRICT	ST. MICHAEL	SMITHVILLE DCHS
2015-2016	WELLAND CENT.	SIR WINSTON CHURCHILL	ST. PAUL	BEACON CC
2016-2017	WESTLANE	SOUTH LINCOLN	BLESSED TRINITY	CONFEDERATION
2017-2018	AN MYER	ST. CATH. COLLEGIATE	DENIS MORRIS	GREAT LAKES
2018-2019	EL CROSSLEY	THOROLD	HOLY CROSS	HERITAGE
2019-2020	EASTDALE	WEST PARK	LAKESHORE CATHOLIC	JEAN VANIER

Note :As of 2009-2010, the DSBN zone 4 rotation will bypass Eden because the Athletic Designate of Eden is a permanent member of the executive in his capacity as Treasurer.

ARTICLE VII - ROLES OF THE EXECUTIVE

- S.O.S.S.A. Representatives
- Two S.O.S.S.A. Representatives (one from each zone) are non-voting members of the N.R.H.S.A.A. Executive plus two alternates (one from each zone) named.
 - This is a three (3) year position.
 - Attend all S.O.S.S.A. Executive Meetings.
 - Liaise to the S.O.S.S.A. Executive concerns of the N.R.H.S.A.A..
 - Liaise to the N.R.H.S.A.A. information from the S.O.S.S.A. Executive Meetings.
- Principals' Representatives
- The Principal Representatives are non-voting members of the N.R.H.S.A.A. Executive.
 - This is a one (1) year position.
 - Liaise to the N.R.H.S.A.A. on behalf of the Principals' Associations.
 - Liaise to the Principals' Associations on behalf of the N.R.H.S.A.A..
- 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 convenors with the tracking and accounting of monies collected.
 - Liaise with the Executive, Coaches, Principals and Convenors
 - Submit motions at the NRHSAA semi annual meetings
- Treasurer
- Be a voting member of the NRHSAA executive
 - Collect the NRHSAA zone levy at the start of the school year
 - Provide a balance sheet at meetings

ARTICLE VIII - STANDING COMMITTEES

In order to facilitate the operation of the N.R.H.S.A.A., 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 N.R.H.S.A.A. executive. The Coordinator will act as chairperson for this committee. A quorum of five 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 N.R.H.S.A.A. 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 N.R.H.S.A.A. Coordinator.
- (ii) If the Board of Reference - GENERAL determines that the matter is within its jurisdiction, it 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 N.R.H.S.A.A. 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 favour. A ruling otherwise will result in this fee being forfeited to the N.R.H.S.A.A.
- (iv) Any decision made by the Board of Reference - GENERAL, regarding any N.R.H.S.A.A. 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 N.R.H.S.A.A. 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 N.R.H.S.A.A. 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.

PROCEDURES:

- (i) All transfer students must complete the **OFSAA Transfer Form** FROM THE “www.ofsaa.on.ca” web site within two (2) school days. 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 principal or principal’s 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 twenty-four (24) hours prior to the date of the N.R.H.S.A.A. Board of Reference - TRANSFER scheduled meeting.

DATES FOR N.R.H.S.A.A. BOARD OF REFERENCE - TRANSFER MEETINGS will be published the end of June for the current 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.

Schools will be notified within twenty-four (24) hours of the Board of Reference - TRANSFER meeting of rejected transfer applications **ONLY**. The Chair of the Board of Reference - TRANSFER will distribute an updated list of all approved and rejected students within two (2) weeks of the Board of Reference - TRANSFER meeting.

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. If a school’s eligibility sheet has been signed by a principal and contains the name of an ineligible student, rejected by the Board of Reference - TRANSFER, then that school will be reviewed by the Board of Reference - **SANCTIONS AND PROTESTS**.

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 principals' representatives plus four (4) individuals chosen from a pool of representatives as identified by the membership at the second semi-annual meeting. The N.R.H.S.A.A. 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 N.R.H.S.A.A. executive can select individuals to fill the quorum needed for the hearing.

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 N.R.H.S.A.A. constitution and policy manual rules and procedures **and** matters that might discredit the aims, objectives and values espoused by N.R.H.S.A.A..

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 N.R.H.S.A.A. 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 N.R.H.S.A.A. president.
- (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 N.R.H.S.A.A. 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. It is the responsibility of all coaches, administrators and officials to report a serious infraction to the N.R.H.S.A.A. Coordinator within five (5) school days of the infraction.
- (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 N.R.H.S.A.A. 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 N.R.H.S.A.A. competition, identification of offenders to all N.R.H.S.A.A. 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 N.R.H.S.A.A. 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 N.R.H.S.A.A. 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 favour. A ruling otherwise will result in this fee being forfeited to the N.R.H.S.A.A..
- (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 N.R.H.S.A.A. 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. It is the responsibility of all coaches, administrators and officials to report a serious infraction to the N.R.H.S.A.A. Coordinator within five (5) school days of the infraction.
- (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 N.R.H.S.A.A. 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 N.R.H.S.A.A. CONSTITUTION/POLICY MANUAL

The N.R.H.S.A.A. Constitution/Policy Manual may be amended or changed only at the time of the N.R.H.S.A.A. Semi-Annual Meetings:

First Semi-Annual Meeting → Monday of the second week in November;

Second Semi-Annual Meeting → Tuesday of the second week in April .

SECTION 2 - SOSSA POLICY(IES) THAT AUTOMATICALLY BECOME N.R.H.S.A.A. POLICY(IES)

Any motions that are passed at SOSSA that affect the N.R.H.S.A.A. Constitution and/or N.R.H.S.A.A. sports, it (they) will automatically become an N.R.H.S.A.A. policy(ies).

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 N.R.H.S.A.A. Notice of Motion Form (Appendix B)**. All motions must be received by the N.R.H.S.A.A. Coordinator two weeks prior to the Semi-Annual Meetings.

The N.R.H.S.A.A. Coordinator will circulate (by e-mail where possible) 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 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 N.R.H.S.A.A. 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 other wise. In case of a new Designate, the Principal of that school must complete the **Principals' Designate and Alternate Form (Appendix C)** and submit it to the N.R.H.S.A.A. Coordinator by September 30th of each school year. **Schools with a new Principal's Designate who do not submit this N.R.H.S.A.A. Principals' Designate and Alternate Form will not be permitted to vote on motions. 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 N.R.H.S.A.A. Coordinator will forward the minutes from each N.R.H.S.A.A. Meeting and S.O.S.S.A. Meeting to the Principal and Principals' Designate within each member school.

ARTICLE X - ELIGIBILITY

SECTION 1 - SCHOOL

Senior Level - As of June 2003, the following classifications shall apply for some senior sports.

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

A - 500 students
AA - 501 - 900 students
AAA - 901 - 1250 students
AAAA - 1251 +

*NOTE: As of June 2004: SOSSA Inc. Championships are offered for A, AA, AAA, AAAA at the Senior Level in the following sports only:

- a) Girls and Boys Volleyball;
- b) Girls and Boys Basketball;
- c) Girls and Boys Soccer;

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

- a) Girls and Boys Hockey
- b) Rugby

- a) SOSSA Inc shall hear appeals based on school composition. Schools wishing to appeal on any other basis (location of school, team composition, 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.
- 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 Inc, 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 N.R.H.S.A.A. 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; 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 enroled 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 enroled as a day student on or before September 20th of the current school year, or has enroled 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, 2009?"

NOTE: ***FOR THE 2009/2010 SCHOOL YEAR,
A SENIOR WILL BE BORN IN 1990 or LATER (1991 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 2009/2010 SCHOOL YEAR,
A JUNIOR WILL BE BORN IN 1994 or 1995.***

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 2009/2010 SCHOOL YEAR,
A MIDGET WILL BE BORN IN 1995 OR LATER (1996).***

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, 2009"

NOTE: ***FOR THE 2009/2010 SCHOOL YEAR,
A SENIOR WILL BE BORN IN 1990 or LATER (1991 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.

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 N.R.H.S.A.A. 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 or roster 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 O.F.S.A.A., S.O.S.S.A., or Zone age groups.);
11. for play-off purposes, has been on the roster 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, S.O.S.S.A., O.F.S.A.A. 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 S.O.S.S.A. and/or O.F.S.A.A. level including festivals.)
13. any student who registers and either (i) attends one (1) full term or semester, or (ii) practices or plays with a team or an intercollegiate team at a post secondary institution, and then returns to any high school is ineligible for ZONE and/or SOSSA competition for the remainder of his/her high school career.
14. be certified as eligible by the Principal of the school;

SECTION 3 - SPECIAL CONSIDERATION

If there is no athletic team in the specific sport desired by the student-athlete, that student athlete may play for another school's team provided that:

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 convenor and the N.R.H.S.A.A. executive.

3. he/she completes the **Special Consideration Form (Appendix D)** and submits it to the convenors prior to participating. In "exceptional" cases the student-athlete is ineligible to compete until approval is granted by both principals, the convenor/s and the N.R.H.S.A.A. executive.

4. **Note:**

STUDENTS WHO PARTICIPATE UNDER THIS SECTION ARE NOT ELIGIBLE FOR ZONE PLAY-OFFS THAT LEAD TO S.O.S.S.A. REPRESENTATION.

**HOWEVER,
THESE STUDENTS MAY PARTICIPATE IN PLAY-OFFS IF THE SPORT IN QUESTION DOES NOT LEAD TO A S.O.S.S.A., O.F.S.A.A. CHAMPIONSHIP.**

ARTICLE XI - ELIGIBILITY SHEETS

Each school must have an eligibility sheet for each individual and team sport. These eligibility sheet(s) should be generated through the school's or school board's computer system. The Principal and Athletic Designate must sign each eligibility sheet. Each school must use **N.R.H.S.A.A. Eligibility Sheet (Appendix E)**

Unless stipulated differently and prior to the first league game, match, meet or tournament, one official eligibility form for each team must be sent to the convenor. New players may be added at any time by sending their names and birthdates, signed by the coach and countersigned by the principal, to the convenor on a new N.R.H.S.A.A. 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 then that player automatically becomes ineligible at the lower level. Any player listed on a game sheet is considered to have played in that competition.**

ALTERNATIVE EDUCATION STUDENTS:

AS OF JUNE 2006: STUDENTS IN A SYSTEMS/ALTERNATIVE EDUCATION PROGRAM, WHO INTEND ON RETURNING TO THEIR HOME SCHOOL(S) UPON COMPLETION OF THE PROGRAM, BE ALLOWED TO COMPETE FOR THEIR HOME SCHOOL UNTIL ACTIVITIES SEASON IS COMPLETED.

ARTICLE XII - TRANSFERS

SECTION 1 - TRANSFER POLICY

The N.R.H.S.A.A. will abide by O.F.S.A.A.'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.

*** IMPORTANT to NOTE:

*For a copy of the form to complete, refer to OFSAA's web site at: **“www.ofsaa.on.ca.”** Click on to “policies,” click to “Transfer Form,” click to “Transfer Appeals Forms”. There are 4 pages to this form. Each transfer student/athlete will need their own copy of each.

** For students transferring under Categories B(i) or B (ii) use Appendix J must be included. See “NOTES # 8” of the OFSAA TRANSFER POLICY for the list of documentation/evidence that is needed. One from the list is sufficient along with the completion of Appendix J from the Zone Constitution..

* This OFSAA web site will be updated in June of each school year, so each school year will require each school with transfer student/athlete(s) to use updated forms.

SECTION 2 - INELIGIBLE RULING

Any student who has been deemed ineligible by the N.R.H.S.A.A. Board of Reference - Transfer **may not represent their school in any competition in the sport/s in question regardless of S.O.S.S.A. and O.F.S.A.A. 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 O.F.S.A.A. 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 S.O.S.S.A. or O.F.S.A.A. and is successful with their appeal then that student will become eligible for zone level play.

SECTION 3 - S.O.S.S.A. APPEAL PROCESS

The following procedures must be followed if a student wishes to appeal his/her case to S.O.S.S.A.:

1. The Principal or Principal's Designate notifies the Chair (Coordinator) of the N.R.H.S.A.A. Board of Reference - Transfer of their intention to appeal. The Chair will then forward all documentation, on file, to the Chair of the S.O.S.S.A. Appeal Board. The S.O.S.S.A. Appeal Board must receive all necessary documentation 24 hours prior to the scheduled Transfer Appeal Board meeting.
2. The Principal or Vice-Principal will contact the Chair of the S.O.S.S.A. 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 Principal or Vice-Principal. Any student who arrives unexpectedly to a S.O.S.S.A. Transfer Appeal Board Meeting without following the above procedures will not have his/her case heard.

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

ARTICLE XIII - CONVENORSHIPS

SECTION 1 - ATHLETIC CONVENORS

Athletic Convenors will be hired to organize, run and over-see the operation of N.R.H.S.A.A. zone level sport. The Athletic Convenors' position will be a posted position and may be renewed annually if acceptable to all parties. Convenors will be hired by packages which correspond to specific playing seasons.

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

SECTION 2 - ATHLETIC CONVENOR PACKAGES

Athletic Convenors 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.

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

SECTION 3 - SPORT SPECIFIC MEETINGS

Coaches / staff advisors who attend individual Sport Specific Meetings are not permitted to make decisions that would result in the league operating outside of the parameters of the NRHSAA Constitution. Any policy making procedures that coaches / staff advisors would like to amend yearly, must be brought forward at an NRHSAA semi annual meeting for approval by the NRHSAA.

SECTION 4 - PAYMENT OF ATHLETIC CONVENORS

The cost of the Athletic Convenor positions will be divided equally amongst all N.R.H.S.A.A. schools. Each school will be invoiced for the cost. **Invoices must be paid in full by June 30th for the upcoming school year.** Schools that do not contribute will not be eligible to participate in N.R.H.S.A.A. leagues/tournaments.

ARTICLE XIV - SCHEDULING

SECTION 1 - DECLARATION OF PLAY

Schools within the N.R.H.S.A.A. must declare their intention to run a sport by the following deadlines:

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

DECLARING UP: If your school would like to declare up for a sport, this must be done in writing, on letterhead, signed by a Principal or Vice Principal of that school. The declaration must go the NRHSAA Coordinator, the Athletic Convenor running this sport, and 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., AAA TO AAAA) for the FALL activities, must complete and submit reclassification request by the S.O.S.S.A. ANNUAL GENERAL MEETING (JUNE of each school year) prior to the fall of reclassification”.

For reclassification for WINTER AND SPRING sports, the written request must be made by NOVEMBER 15th. of each school year.

Declarations must be made on the **N.R.H.S.A.A. Intention Sheet (Appendix F)** for all sports.

Schools who do not meet the declaration deadline may request to be scheduled into a sport if the scheduling is no further than the DRAFT-TO-FINAL copy and a payment of \$100.00 is forwarded directly to the convenor for rescheduling. The principal must complete the **Request for Addition to League Form (Appendix G)** and provide the convenor a \$100.00 re-scheduling fee prior to the schedule being re-done.

SECTION 2 - SCHOOL CLASSIFICATION

School classification (A, AA, AAA,AAAA) is based on enrolment on **October 31st** of the previous school year. (see Article XXVI, Section 1) A team may opt to play at a higher classification if they declare their intention by the Declaration of Play deadlines. (see Article XVIII, Section 1) If a school's **October 31st** enrolment changes their classification then they must honour their current schedule for the remainder of that sport season. **Note: Where O.F.S.A.A. is running a pilot project for a sport, the change in classification will be noted in the Policy Manual for that sport.**

SECTION 3 - LEAGUE AND PLAY-OFF FORMAT

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

SECTION 4 - 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 Convenor 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 convenor within 72 "working" hours or 3 school days.

NO REVISIONS WILL BE MADE BY A CONVENOR, UNLESS ALL COACHES INVOLVED IN A GAME/MATCH /TIME CHANGE AGREE TO THE CHANGE and THE CONVENOR(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 CONVENORS WILL NOTIFY COACHES INVOLVED OF REFEREES' AVAILABILITY.

Revisions made to the final schedule should be do 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 convenors and/or N.R.H.S.A.A. 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 - N.R.H.S.A.A. SPORTS

The following sports are **governed** by the N.R.H.S.A.A.:

SPORTS	TEAMS	LEVELS OF COMPETITION
Alpine Skiing	Boys and Girls	ZONE;S.O.S.S.A.;O.F.S.A.A.
Badminton	Boys and Girls	ZONE;S.O.S.S.A.;O.F.S.A.A.
Baseball	Boys	ZONE;S.O.S.S.A.;O.F.S.A.A.
Basketball	Boys and Girls	ZONE;S.O.S.S.A.;O.F.S.A.A.
Cross Country Running	Boys and Girls	ZONE;S.O.S.S.A.;O.F.S.A.A.
Curling	Boys and Girls	ZONE;S.O.S.S.A.;O.F.S.A.A.
Field Hockey	Girls	ZONE;S.O.S.S.A.;O.F.S.A.A.
Field Lacrosse	Boys	ZONE;S,O,S,S,A.;O.F.S.A.A.
Football	Boys	ZONE: DIV. 1 - S.O.S.S.A.:O.F.S.A.A. ZONE: VARSITY 1/2.
Golf	Boys and Girls	ZONE;S.O.S.S.A.:O.F.S.A.A..
Gymnastics	Girls	ZONE;S.O.S.S.A.;O.F.S.A.A.
Ice Hockey	Boys and Girls	ZONE;S.O.S.S.A.;O.F.S.A.A.
Nordic Skiing	Boys and Girls	ZONE;S.O.S.S.A.;O.F.S.A.A.
Rugby	Boys and Girls	ZONE;S.O.S.S.A.;O.F.S.A.A.
Slo-Pitch	Girls	ZONE
Snow Boarding	Boys and Girls	ZONE;S.O.S.S.A.;O.F.S.A.A.
Soccer	Boys and Girls	ZONE;S.O.S.S.A.;O.F.S.A.A.
Swimming	Boys and Girls	ZONE;S.O.S.S.A.;O.F.S.A.A.
Tennis	Boys and Girls	ZONE;S.O.S.S.A.;O.F.S.A.A.
Track and Field	Boys and Girls	ZONE;S.O.S.S.A.;O.F.S.A.A.
Volleyball	Boys and Girls	ZONE;S.O.S.S.A.;O.F.S.A.A.
Wrestling	Boys and Girls	ZONE;S.O.S.S.A.;O.F.S.A.A.

Additions to the list must come forward as a motion to the N.R.H.S.A.A. semi-annual meeting. Each motion must be accompanied by a completed “Proposal for the Addition of a

N.R.H.S.A.A. Sport Form” (Appendix H). Athletic convenors will be financially compensated by participating schools.

ARTICLE XVI - PLAY DAYS

As of June 2007, OFSAA has suggested GUIDELINES for the maximum number of play dates for exhibition, tournament, and regular season play.

A “Play Date” is defined as any calendar day where competition (“any time two or more teams play against each other on a playing surface”) occurs.

NOTE:

Local and association playoffs, association championships, regional play downs, and OFSAA championships are not used in determining the total number of play dates.

SPORT	NUMBER OF PLAY DATES
Alpine Skiing	7
Badminton	8
Baseball	10
Basketball	25
Cross Country Running	6
Curling	16
Field Hockey	10
Field Lacrosse	12
Football	8
Golf	6
Gymnastics	6
Hockey	25
Nordic Skiing	6
Rugby	12
Snow Boarding	7
Soccer	12
Swimming	6
Tennis	7
Track and Field	7
Volleyball	20
Wrestling	6

ARTICLE XVII - 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 XIII - INSURANCE

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

ARTICLE XIX - PERSONAL PROPERTY

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

ARTICLE XX - TRANSPORTATION

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

ARTICLE XXI - 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:

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

ARTICLE XXII - SAFETY

The 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 XXIII - SUPERVISION OF INTERSCHOOL TEAMS

Any school entering a N.R.H.S.A.A. 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 N.R.H.S.A.A. 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 Convenor. The

Convenor should immediately contact the N.R.H.S.A.A. President.

ARTICLE XXIV - SUSPENSIONS

The N.R.H.S.A.A. 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 N.R.H.S.A.A. 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 convenor 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 convenor 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 N.R.H.S.A.A. 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 convenor of that sport within twenty-four (24) hours of the incident. A spectator may report an incident in writing to the N.R.H.S.A.A. 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 Convenor shall be responsible for reporting such

student/athletes and the nature of the disciplinary action on the SOSSA eligibility sheet.

ARTICLE XXV- 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 convenors and/or N.R.H.S.A.A. Executive will result in a forfeit”.

If a gate is charged at a 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 XXVI - REPORTING SCORES

It is the responsibility of the home team to report scores to the convenor **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 convenor 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 XXVII - 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 convenors will determine a time and location for the coin flip. Schools involved may send the coach or a representative to verify the results. If a school is unable to send a representative the school that is present for the flip will choose “heads” or “tails”. If no school is present then the school that is alphabetically ranked highest will have “heads” in the coin flip (**see appendix A1 and A2 for alphabetical listing for each zone**).

The convenor will notify schools involved 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 convenors in consultation with the N.R.H.S.A.A. Executive and the schools involved will determine a tie-breaking procedure.

The responsibility of convening S.O.S.S.A. championships will be shared equally by all member schools within the N.R.H.S.A.A. 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 S.O.S.S.A. Championship. The N.R.H.S.A.A. Executive will determine if a site meets the requirements to hold a S.O.S.S.A. Championship.

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 XXIV - GENDER EQUITY

OFSAA, SOSSA and the NRHSAA will continue to provide opportunities for students in co-curricular activities. The NRHSAA supports student-athlete participation on same-sex teams *if* programs are equitable in terms of coaching, funding, practice time, or facilities. If a sport activity is not available for a female, she is eligible to participate on the boys' team. If a sport activity does not exist for a boy, then he is not eligible to participate on the girls' team. An appeal process is possible to OFSAA. Check the OFSAA Constitution for more information.