

# **Welcome to the Adult Development Program**

**Program Mandate**

**Levels of Play**

**Program Activities**

**Registration/Dates to Remember**

**Membership Dues and Fees**

**Sanctioned Events**

**Adult Provincials - Procedures & Guidelines  
for Hosting**

**Safety**

**Medical Kit List**

**Coaching Qualifications**

**ADP Contact List  
(Ontario Ringette Association)**



# Welcome to the Adult Development Program

The following information is a brief outline for the Adult Development Program associations/teams to assist in providing guidance in registration, sanctioned events and the Adult Development Program in general. Each registered association will have a copy of the Ontario Ringette Association Operating Manual. The manual is also available online on the ORA website. It contains information on Sport Administration, Planning, Constitution, Contact Listings, and Events and Activities. More importantly there are complete sections for each of the program areas within Ontario Ringette. These include Adult Development, Coaching Development, Games and Tournaments, Membership Services, Officiating Development and Athlete Development. All sections of the Operating Manual apply to Adults with the exceptions noted in the Adult Development Section. In case of conflicts with content between the Handbook and the Operating Manual, Operating Manual contents will apply.

In addition, many resources are available through the office. These include the Provincials Host Guide, Rule Books and Case Books, skills development material, forms, additional copies of the ADP Handbook, etc. Please contact the ORA office directly.

Every Region has an Adult Development Co-ordinator who is available to assist with any questions or concerns about the program. Participation in the program and communication affect the way the program is administered within the Province.

## Program Mandate

The sport of Ringette has been played in Canada for 40 years having been introduced in North Bay in 1963. Ringette is not only fun but it is great for fitness, socialization and learning. The benefits are many: from participating in group activities, from the experience of developing skills, and from being physically active. Women and men should have access to the benefits that participation in sport and physical activity brings. The Adult Development Program was established to provide the continuation of the sport of Ringette for the following age divisions within the Province of Ontario.

Open	-	19 and up (no ceiling)
Masters	-	30 and up (no ceiling)

Representing participants in the sport of Ringette at the adult level, the Committee recognizes the specific needs and requirements, many of which are very different from those of youth. The Provincial Standing Committee would like to emphasize that the organization and development of adult programs and activities have been geared to meet these needs. In these times of change, teams should maintain a degree of flexibility that will provide each adult player a place to play at her (his) appropriate skill level.

Increased participation by women in sports warrants special attention because of the significant differences that still exist in male and female dominate sports. However, ADP encourages both females and males to play ringette.

## Levels of Play

Recognized levels of play for adults in Ontario are:

<b>Levels</b>	A	(Provincial)		
	B	(Provincial and Regional)		
	C	(House League)		
	REC	(House League)		
<b>Categories</b>	Female	Male	Co-ed	
<b>Age Groups</b>	Open	Masters		

**A:** For the competitive athlete who plays with others of the same caliber; with few exceptions players coming from the minor system would find this level most suitable.

**B:** For players with good skating and ringette skills who may have come through the minors.

**C:** For players with moderate skating and ringette skills.

**Recreational:** The least skilled of the levels, enjoyed by players both new to the sport as well as those with experience. Includes beginners/outreach/schools.

**Masters A/B/C/Rec:** Athletes 30+ years of age who meet the above criteria for the level.

## Program Activities

Within the Adult Development Program, the following programs and activities are offered:

- ❖ Outreach Assistance
- ❖ Instructional Player Skills Sessions
- ❖ Coaches Clinics/Officiating Clinics
- ❖ Resource Materials
- ❖ Regional/Provincial and InterProvincial Tournaments
- ❖ Adult Ringette Camp
- ❖ Volunteer Recognition Awards Program
- ❖ Seeding and Player Evaluation Information

Contact the Regional ADP Co-ordinator for more information.

## Registration/Dates to Remember

All teams within the Adult Development Program mandate and who compete in sanctioned events must be registered with the Ontario Ringette Association using Team Registration Form (TRF). Teams which only participate in league play and shinny but require the services of registered officials must also be registered with ORA for insurance purposes. Each team should carry a copy of this form with them at all times as proof of registration.

Registration dates (due in the ORA office) are as follows:

Officials: A, B, C, Rec and Masters Teams; Composite teams; Volunteers;  
And Non-Sanctioned Teams

**NOVEMBER 15<sup>th</sup>**

Intent to Attend Adult Provincials & TRF's

**JANUARY 8<sup>th</sup>** (along with a \$200  
non-refundable deposit)

Information Change Form  
(Appendix M-F-10). Changes to Sanctioned  
Team Forms are not allowed after

**JANUARY 8<sup>th</sup>**

**FEBRUARY 1<sup>st</sup>**

Balance of Registration Fee for  
Adult Provincials

Within 15 days of acceptance

Registration fees for ORA include Ringette Canada membership and insurance as well as a portion that is used for program development and administration. All adult participants register in accordance with ORA guidelines. All registration forms are available through the ORA office. (These include Team Registration Forms (TRFs), TRF Adjustment Forms and Information Change Forms). For more information please refer to the Membership Services section of the Operating Manual. Registrations received more than 15 days after their due date shall be levied a 10 % late fee.

Players who wish to play out of their age category must get the proper authorizations and releases. Note that underage players must obtain a release from their home association before playing on an intermediate team. Underage players playing on masters teams will not be allowed to play in Sanctioned Play. Exceptions will be made on an individual basis for Open players playing below their age level. Player Release Forms are available through the ORA office.

Registration designations at the provincial level are deemed to be playing levels for sanctioned play only. Local associations can decide on competitive structures for league play.

Composite teams must register with ORA by the November 15<sup>th</sup> deadline. A duly completed TRF marked clearly "COMPOSITE" must be sent to the office with every player's originating team indicated. Any non-compliance will result in the Composite team being disallowed acceptance in sanctioned play.

# Membership Dues and Fees

A member to be in good standing must have all dues and fees paid or any rights the member may have acquired will cease until such time as dues and fees are paid.

**Registered Member**                      \$75.00                      **DUE JUNE 1<sup>st</sup>**

## Program Affiliation Fees

Indemnification	3.00
Insurance Coverage	1.50

<u>Plus</u>	Players (Novice-Masters)	25.00 (includes Ringette Canada fee of \$12.00)
	Head Coach	*12.00
	Assistant Coach	*12.00
	Manager	*12.00
	Trainer	*12.00
	Referees	20.00 (includes Ringette Canada Fee of \$9.00)
	Administrators	Nil

\*(includes Ringette Canada Fee of \$2.00)

## Team Fees

Provincial A and B (Open)	National Surcharge	\$20.00
(Payable with application for Provincials)	Team Administration	\$50.00

# Sanctioned Events

There are five (5) different levels of ORA Sanctioned Events. They are:

1. Invitational Tournaments
2. Regional Tournaments
3. Regional Preliminary Championships/Qualifiers
4. Provincial Championships/Qualifiers
5. For ORA disciplinary purposes, any game between two (2) registered ORA teams or between any other Province's teams with an ORA registered team.

A listing of all Sanctioned Tournament Events is available through your Association President or on the ORA website. This list offers opportunities for all teams to experience tournament play at their competitive level throughout the Province. The "ORA Invitational Ringette Tournament Sanctioned Event Host Guidelines" is available as a resource for hosting these events. Sanctioned Event Applications, Fee Remittance Forms, Tournament Sanction Fee Forms, etc. are available in the Operating Manual or through the ORA office.

Substitution rules for all sanctioned events are established by Games and Tournaments and the Adult Development Program. Please refer to the Operating Manual and, if in doubt, contact the Regional ADP Co-ordinator. Tie breaking rules are published in the Operating Manual and in most tournament

programs. For out of Province play, complete form GT-F-08 and see Games and Tournaments Section of the Operating Manual, Page 31 for more information.

## **Adult Provincials – Procedures and Guidelines for Hosting**

1. Choose date and venue for Provincials – need approx 100 hours of ice to accommodate approximately 10 A teams and 10 B teams. Number of teams will vary.
2. Intent to apply letter along with \$200.00 good faith cheque sent to ORA office for approval of Board of Directors by **JULY 31st**.
3. Once approved, need to obtain from office, a Host Guide containing a Contract that you will sign. Contract must be returned within two (2 ) weeks of receipt.
4. Form Committees that are listed in the Host Guide.
5. Have regular meetings. ADP Chairperson and ADP Co-ordinator should be in attendance. Send minutes to office, Committee Members, ADP Chairperson, and ADP Regional Co-ordinator.
6. Budget completed by Host, ADP and Officiating and send to office for approval of Board of Directors by **JANUARY 1st**. Include budget for dignitaries, ADP Chair and Co-ordinators, Board of Director member, medals, awards/plaques, officiating meals, mileage and accommodations. (Template available through the ORA office.)
7. Fees will be set based on budget and approval from the Board of Directors.
8. Prepare Team Kit – lists dates, location, map of area and arena’s, hotel chosen – any other details – send to office to send out. To be sent one month prior to event.
9. You will receive first sum of money from office by **MARCH 15<sup>th</sup>**, providing contract has been signed and returned to the ORA office.
10. You may want to contact previous Host Chair if assistance is needed.
11. To increase attendance at Opening Ceremonies, you may want to have them at the host hotel.
12. Please refer to Provincial Host Guide for other details.

# Safety

The rules implemented by Ringette Canada and Ontario Ringette have been established for your safety and for the further development of the sport. The rules pertaining to equipment include:

- ❖ Coaching staff and/or volunteers who are participating on-ice must wear a CSA approved helmet. This includes practice times.
- ❖ Equipment standards are published in the Ringette Canada Rules Book and must be adhered to. Periodic changes are made and notices are sent to Association Presidents who will inform you of new requirements.
- ❖ Stick checks and equipment checks will be made throughout the season by on-ice officials to determine legality. Though a warning may be issued, immediate compliance is required.

**Mandatory Equipment:** CSA Approved Helmet and Face Mask, BNQ Approved Neck Protector, Elbow Pads, Protective Gloves, Hip/Tailbone/Genital Protection, Knee Pads (with plastic shell), Hockey/Ringette Skates, Uniform Jersey, Track Pants or “Cooperalls”, Ringette Stick

Goalie Equipment: (Extras or Different) Goal Pads, Chest Protector, Goal Stick

**Optional Equipment:** Shoulder Pads, Mouth Guard, Shin Guards

Optional Equipment (Goalie): Goalie Skates, Blocker, Trapper, Arm Pads, Goalie Mask, Plastic Throat Protector

A list of Approved Helmets and Face Masks is available through your ADP Co-ordinator.

## Medical Kit List

Recommended inclusions are:

Condensed First Aid Manual	Cell phone or quarters for emergency calls
Plastic bags for ice	4” and 6” elastic bandages
4 sterile gauze pads, 3” square	12 adhesive dressings, ¾” x 3”
2 field dressings	4” square or two 4” sterile bandage compresses
2 rolls gauze bandage, 2” wide	Roll of adhesive tape, 2” x 5 yards long
2 triangular bandages	Q-tips
2 pairs disposable gloves	Antiseptic wipes
Clean towel	Safety pins
2 packages of sugar	Notepad and pencil
Scissors, tweezers and a penlight	



# Coaching Qualifications

## Open and Masters

Division	Head Coach	Assistant Coach	Manager	Trainer
A	Certified 1 Tech 2/Theory 2	Certified 1 Tech 2/Theory 2	Manager 1	First Aid
B	Certified 1	Certified 1	Manager 1	First Aid
C and Recreational	Technical 1/ Practical 1	Technical 1/ Practical 1	Manager 1	First Aid

Non-qualified Bench Staff shall not be allowed to participate in ORA Sanctioned Events after **JANUARY 8th**. Should a member of an association bench staff violate this rule, it shall result in a team disqualification and/or fines levied. There shall be no exceptions and/or appeals to this rule. Please consult the Coaching Development Section of the Operating Manual for further details or contact the Regional Coaching Co-ordinator.

Bench Staff Code of Conduct Agreements, Risk Management and Safety Incident/Accident Forms, Insurance Claim Forms, Facility Audit Forms, etc. are available through the ORA office.

## Coaching Requirements

Open/Masters Teams are required to meet the guidelines set out in the Coaching Development Section of the Operating Manual.

1. Teams are required to have a Head Coach.
2. Teams are required to have a non-playing member of their coaching staff on the bench.
3. All bench staff must have proper qualifications and be registered on the TRF. Age requirements must be met.
4. In seasons in which new rules are in effect, the Head Coach or Assistant Coach of every registered team must attend a Rules Clinic or an Officiating Clinic by **JANUARY 8th** of the season.
5. Refer to the Sanctioned Events Section for play in which coaching requirements must be met.

A team can substitute a qualified and *registered* member of bench staff from another team to meet the non-player bench staff requirement. The substitute bench staff must satisfy coaching qualifications for that level, be registered with ORA at the position he/she is assuming and be eligible to fill that position.

## Adult Development Program Contact List

Program Chair:	Ellorie Hanson 1655 Royal Orchard Rd. Cumberland, ON K4C 1A9	613-833-2552 chair.adp@ ontario-ringette.com
Central Region:	c/o Carolyn Mountjoy 2 Harlowe Court Whitby, ON L1N 6V3	905-668-1405 gmountjo@idirect.com
Eastern Region:	Andrew Monteiro 157 Marlborough Ave. Ottawa, ON K1N 8G1	613-565-3226 ringette@magma.ca
Northeast Region:	John & Kaye Straka 54 Whippetree Dr. North Bay, ON P1C 1B9	705-476-0157 kstraka@sympatico.ca
Northwest Region:	Peggy Brown 210 High St. N. Thunder Bay, ON P7A 5R6	807-345-8892 pbrown@itscb.com
Southern Region:	Brian Gagnon 59 Shetland Crescent Caledonia, ON N3W 1B3	905-765-6338 briguy_59@hotmail.com
Western Region:	Mary Kaiser 159 Sherwood Court Dorchester, ON N0L 1G0	519-268-7446 adp@wrra.ca

**Ontario Ringette Association:** Website [www.ontario-ringette.com](http://www.ontario-ringette.com)

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