

# ASAA 2024-25 POLICY HANDBOOK JANUARY EDITION





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## HISTORICAL OVERVIEW

The first organizational meeting of the ASAA was held in Calgary on March 17, 1956. The first meeting was inspired by the desire to have a provincial championship in high school boys' basketball and the realization that it was time to establish a structure for the overall coordination of school sport in the province. Out of that meeting came the first provincial basketball tournament as well as the constitution that has been the cornerstone for the growth and development of the ASAA for almost 70 years.

The activities sponsored by the ASAA have continued to grow in accordance with the consistent increase in membership (schools). The participation in boys basketball continued to increase and girls began to compete at the provincial level in 1960. By 1966, both boys and girls were competing in A, B, and C divisions. Track & field was the second activity sponsored by the Association with the first provincial competition held on a horse track in Stettler in 1958. Badminton was added to the schedule of provincial events in 1963 and soon after, in 1964, the first ASAA volleyball competition was held. It was not until 1968 that cross country was hosted, bringing the total number of activities to five.

In 1970, gymnastics was held in Calgary, followed in 1971 by wrestling and in 1977 by curling. By 1983, there was a demand for golf and cheerleading provincials, so those two sports were adopted by the ASAA. Football was added in 1985 but gymnastics was eliminated in 1989. In 1995, girls' wrestling was introduced on a two-year trial basis and became permanent in 1997. The first ASAA provincial rugby championship was held in June 2006, and in April 2010, the ASAA introduced team handball, bringing the total number of activities to twelve. In May 2011, the ASAA added 6-a-side football to its list of sports, and in December 2018 rugby 7s was added. In December 2023, 9-a-side football was added. In June 2024, cheerleading was removed as an ASAA sport.

As the number of activities increased, there was a growing need for changes in policy, communication, organization, and public relations. In 1970, each activity appointed a commissioner as a resource person, resulting in a continual upgrading of the caliber of provincial competitions. In 1974, four levels of classification were set up for volleyball and basketball based on the size of the participating schools. In 1984, the original geographical structure of ten zones was reduced to eight – two urban and six rural.

In 2008, the ASAA created the Alberta Interscholastic Athletic Administrators Association (AIAAA), a professional development organization offering education and certification for school athletic administrators – a first in Canada. In 2011, ASAA created Canada's first online coach education program and ten years later partnered with Coaching Association of Canada to move relevant courses to [www.coach.ca](http://www.coach.ca). Coaches in ASAA member schools have minimum course completion requirements in order to be able to coach in our schools. Then, in 2015, the ASAA partnered with Special Olympics Alberta to pilot the first official Special Olympics Unified Sports® program in Canada.

## GENERAL INFORMATION

The ASAA is a voluntary, non-profit organization that has been established to coordinate a program of worthwhile athletic activities for the young people of Alberta in an educational setting. The membership, currently over 400 high schools, ultimately determines the bylaws and policies of the Association through representation on the Provincial Board of Governors.

The Association holds two meetings annually, typically in June and December. The Executive Committee, comprised of the President, Past President or Vice President, Executive Member at Large, Male and Female Athletic Directors (3) and the Executive Director, is responsible for the management of the ASAA on a day-to-day basis.

While ASAA activities operate for the benefit of the students, it is the volunteers administering, coaching and promoting the program that are responsible for its success. Over 10,000 school personnel and other volunteers in Alberta donate their time and talent to ensure that the schools' athletic programs will provide enjoyable, positive athletic competition and experiences for their students.

The ASAA bylaws and policies are intended to provide direction in the areas of equitable competition and ethical standards for all involved with school athletic programs. Technical expertise is provided through appointed commissioners and close liaison with provincial sports governing bodies. Limiting the length of seasons of play opens the door to multi-sport participation.

The Association's main sources of funding come from: The Alberta Ministry of Tourism and Culture, membership fees, sponsorship, apparel sales and more. The majority of funding is distributed in the following areas: officiating costs for provincial competitions, delegate expenses to meetings, publications; medals, trophies, banners and other provincial championship supplies, live streaming, office administration – postage, printing, telephones, office equipment/computers, web hosting, supplies, etc.; and staff/Executive Commissioners salaries, benefits and travel.

For almost 70 years, the ASAA has served as a communications medium for Alberta high schools. The opportunity for teachers and coaches to exchange information and for students to travel province wide to engage in friendly athletic competition is a valuable educational experience for all participants. Currently, the ASAA:

- Distributes yearbooks that have been published annually since 1967
- Provides athletic opportunities in 11 different activities
- Has a membership of over 400 schools
- 55,000 student athletes compete on 4,000 high school sports teams
- Provides equal opportunities for male and female athletes
- Supports 25+ provincial championship host locations in awarding 58 championship banners
- Provides e-newsletters, policy handbooks, activity calendars, rulebooks, scorepads, competition host handbooks and other resources to member schools
- Maintains an active and regularly updated website and Sport Registration System (SRS) and hosts championship websites
- Supports and collaboratively works with the Canadian Interscholastic Athletic Administrators Association (CIAAA)
- Coordinates an online coach education program in conjunction with Coaching Association of Canada
- Implements Para Athletics events in select sports
- Manages Unified Sports in partnership with Special Olympics Alberta

# ASAA CONTACTS & HOSTS

## ASAA Executive

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# PROVINCIAL CHAMPIONSHIP HOSTS 2024/25

ACTIVITY	DATE	HOST/LOCATION (Zone)
<b>Golf</b>	September 23–24, 2024	Charles Spencer, Grande Prairie (NW)
<b>Cross Country</b>	October 19, 2024	Wapiti Nordic Ski Club, Grande Prairie (NW)
<b>Volleyball</b>	November 21–23, 2024	1A Girls École des Beaux Lacs, Bonnyville (NE)
	November 21–23, 2024	1A Boys St. Michael's, Pincher Creek (S)
	November 21–23, 2024	2A Girls Wainwright (C)
	November 21–23, 2024	2A Boys Glenmary (NW)
	November 21–23, 2024	3A Girls Ponoka Secondary (C)
	November 21–23, 2024	3A Boys Holy Rosary, Lloydminster (NE)
	November 21–23, 2024	4A Boys & Girls Lethbridge Collegiate Institute (S)
<b>Football</b>	November 22–23, 2024	St. Joseph Catholic, Grande Prairie (NW)
<b>Curling</b>	Feb 27–Mar 1, 2025	Brooks Curling Club, Brooks Composite High School (SC)
<b>Rural Wrestling</b>	Feb 28–Mar 1, 2025	Notre Dame, Red Deer (C)
<b>Provincial Wrestling</b>	March 14–15, 2025	Calgary
<b>Basketball</b>	March 20–22, 2025	1A Girls Olds Koinonia Christian (SC)
	March 20–22, 2025	1A Boys St. Mary's, Taber (S)
	March 20–22, 2025	2A Boys & Girls Rundle College (Cal)
	March 20–22, 2025	3A Girls H.J. Cody, Sylvan Lake (C)
	March 20–22, 2025	3A Boys Holy Trinity, Fort McMurray (NE)
	March 20–22, 2025	4A Boys & Girls WinSport Centre, Calgary
<b>Badminton</b>	May 2–3, 2025	Central - Red Deer
<b>Team Handball</b>	May 8–10, 2025	Level One, Edmonton
<b>Rugby 7s</b>	May 23–24, 2025	Edmonton
<b>Track &amp; Field</b>	June 6–7, 2025	Calgary
<b>Rugby 15s</b>	June 6–7, 2025	Winston Churchill, Lethbridge (S)

# BYLAWS

## ARTICLE I – NAME

**The name of the society is** – ALBERTA SCHOOLS’ ATHLETIC ASSOCIATION, hereinafter referred to as the ASAA or the Association.

## ARTICLE II – MEMBERSHIP

1. Membership in the ASAA is open to any Alberta senior high school that is accredited by Alberta Education. Online registration is required by October 10, and payment of dues shall be made to the zone manager prior to October 15 of the school year in which the school wishes to participate and agrees to comply with all bylaws and policies of the Association.
2. Application for membership is available to any secondary school in Alberta. Requests are submitted by the school principal and can be approved by the Executive Director.
3. Any member wishing to withdraw from membership may do so upon a notice in writing to the ASAA Executive. If any member is in arrears of annual fees or assessments for any year, such a member shall be automatically suspended and thereafter be entitled to no membership privileges until reinstated by the Executive Committee.
4. Upon a 75 percent majority vote of the provincial Board of Governors at a general meeting, any member can be expelled from the Association for any cause that the board may deem reasonable.
5. The position of the ASAA regarding schools/individuals becoming members of provincial sport associations (PSAs) is as follows:

The ASAA will pay a nominal membership fee annually to associations that will provide automatic membership to all ASAA member schools. Information to be provided to the PSAs under such an arrangement will be the same as that received by the ASAA in the online sport registration system (SRS) and will not include such things as home addresses and telephone numbers of students or other information protected by privacy legislation. PSAs not interested in such a blanket membership arrangement but wishing to obtain school members may contact schools on an individual basis, and schools will decide whether they are interested in taking out such memberships.

## ARTICLE III – ORGANIZATION

1. The governing body of the ASAA shall be the provincial board of governors (hereinafter referred to as the Board of Governors or the Board), consisting of the following:
  - A. The Directors (Executive Committee as outlined in ARTICLE IV.)
  - B. Three representatives from each zone, two of whom must be certified teachers and a third representative who can be either a certified teacher or zone manager who is not required to be a certified teacher. One of the three representatives must be:
    - I. a school based administrator, or;

- II. a zone executive officer, or;
  - III. a central office staff member
- with at least one of the three being female and at least one being male. Retired certified teachers are eligible.

- C. Commissioners, who shall be certified teachers elected by the board of governors on the basis of at least one per sport in which there is competition at the provincial level and serving for a term of four years.
- D. One Sportsmanship Commissioner who shall be a certified teacher elected by the board of governors and serving for a term of four years.
- E. One Officials Commissioner who shall be a certified teacher elected by the board of governors and serving for a term of four years.
- F. One Member at Large who shall be a certified teacher elected by the board of governors and serving for a term of four years.
- G. One representative from each of the following:
  - I. Alberta Colleges Athletic Conference (ACAC)
  - II. Alberta Education
  - III. Alberta School Boards Association (ASBA)
  - IV. Alberta Teachers’ Association (ATA)
  - V. Alberta Universities Athletic Association (AUAA)
  - VI. Association of Independent Schools & College in Alberta (AISCA)
  - VII. Canadian Interscholastic Athletic Administrators Association (CIAAA)
  - VIII. College of Alberta School Superintendents (CASS)
  - IX. Health and Physical Education Council (HPEC)
  - X. Indigenous Sport Council of Alberta (ISCA)
  - XI. Sport, Physical Activity and Recreation Branch (Ministry of Tourism and Sport)
2. The Board of Governors may on reasonable grounds remove any member of the Board of Governors by a vote of two-thirds majority at a duly constituted meeting before the expiration of that board member’s term of office. Any member of the Board of Governors shall be entitled to resign from the Board by delivering written notice of such resignation to the Executive Director.
3. The activities of the Association shall be governed by provincial legislation (bylaws and policies). This legislation shall specifically govern the participation of any team or individual from any member school in any activity leading to an ASAA provincial competition.
4. ASAA activities shall be administered through eight geographic zones, each having its own governing legislation. Zones are responsible for determining zone representatives to ASAA Provincial Championships.

Individual zones shall be responsible for determining school representatives to zone competitions. All individuals or teams competing for a berth at zone, regional or provincial competitions must adhere to ASAA eligibility policies. All ASAA zones and member schools must follow ASAA bylaws and policies. Subsequent to this, zones and member schools may establish and follow policies more restrictive than ASAA policies, however, they may not follow policies that are less restrictive than that of the ASAA format for competitions beyond the zone level will be established by the ASAA. ASAA Zones shall be as follows:

- A. **South:** to include Counties of Cypress, Forty Mile #8, Lethbridge #26, Vulcan, and Warner #5; Municipal Districts of Cardston #6, Pincher Creek #9, Ranchland #66, Taber, and Willow Creek #26; Improvement District 4.
- B. **South Central:** to include Counties of Kneehill, Mountain View, Newell #4, Starland, and Wheatland; Municipal Districts of Acadia #34, Bighorn #8, Foothills #31, and Rocky View #44; Improvement Districts of Kananaskis, and ID 9; Special Areas 2 and 3.
- C. **Calgary:** to include Calgary City.
- D. **Central:** to include Counties of Beaver, Camrose #22, Flagstaff, Lacombe, Paintearth #18, Ponoka, Red Deer, Stettler, and Wetaskiwin #10; Municipal Districts of Clearwater #99, Provost #52, and Wainwright #61; Special Area 4.
- E. **North Central:** to include Counties of Athabasca #12, Barrhead, #11, Lac Ste. Anne, Leduc, Parkland, Strathcona, Sturgeon, Thorhild #7, Westlock, Woodlands, and Yellowhead; Municipal District of Brazeau #77; Improvement Districts of Jasper, ID 12, and ID 25.
- F. **Edmonton:** Includes all schools who are members of the Metro Edmonton High School Athletic Association.
- G. **North East:** to include Counties of Lakeland, Lamont #30, Minburn #27, Smoky Lake, St. Paul #19, Two Hills #21, Vermilion River #24, Municipal District of Bonnyville #87; Improvement Districts 13 and 24; Regional Municipality of Wood Buffalo.
- H. **North West:** to include Counties of Birch Hills, Grande Prairie #1, and Saddle Hills; Municipal Districts of Big Lakes, Clear Hills #21, East Peace #131, Fairview #136, Greenview #16, Lesser Slave River #124, Mackenzie #23, Northern Lights #22, Opportunity #17, Peace #135, Smoky River #130, and Spirit River #133.

**NOTE:** The above geographic outline indicates the general composition of the zone. Schools located in the geographic areas listed are members of that zone except in cases where a school has received zone and provincial permission to belong to an adjacent zone.

5. For purposes of regional competitions when held, the north region comprises north central, north east and north west zones and the south region comprises central, south central and south zones unless stated

otherwise in policy.

## ASAA ZONES



## ARTICLE IV – DIRECTORS

The directors of the Association are the members of the Executive Committee, which shall consist of the following:

Senior Executive (voting members)

The Board of Governors will ensure that an active or retired administrator (principal, superintendent) occupies at least 3 of the following 4 senior executive positions, and the fourth can be an assistant/vice principal:

1. Vice President – must be an Alberta certified teacher and shall, subject to Article V (2), hold the office of Vice-President for a 2-year term and shall be the President for a 2-year term following their term as Vice-President.
2. President – must be an Alberta certified teacher and shall hold the office of President for a 2-year term, subject to Article V(2).
3. Past President – may be appointed into this role by the sitting Executive Committee members at their option and shall only have the duties assigned by them and will serve in that role until the Executive Committee members dismiss them or until they resign.
4. Executive Member at Large – must be a former Executive Committee member of the ASAA (or equivalent provincial or state governing body) who shall

retain office for a 4-year term subject to Article V(2). This member shall be nominated by the Executive and elected by the Board of Governors. This member is also the contact for any Human Resources issues with ASAA office staff and is actively involved in hiring new staff.

The President, the Vice-President and the Executive Member at Large shall be the primary contacts for the Executive Director in affairs of the association requiring the urgent input and support of the Executive Committee.

5. Directors of Athletics (voting members)
  - A. There shall be three Directors of Athletics all being Alberta certified teachers.
    - I. There shall be at least 1 of each gender at all times.
    - II. There shall be at least 1 representative from a rural zone at all times.
    - III. Each retains office for a 3-year term.
6. Office Staff (non-voting members)
  - A. Executive Director – An individual holding the position of Executive Director shall be a paid employee of the Association, selected by the Board of Governors and responsible to it.

## ARTICLE V – DUTIES OF THE EXECUTIVE COMMITTEE

1. The **Executive Committee** shall, subject to the bylaws or directions given it by a majority vote at any properly constituted general meeting, have full control of the affairs of the Association. Meetings of the Executive Committee shall be held as often as the business of the Association requires and shall be called by the President. Special meetings of the Executive Committee shall be called by the President upon request of at least any two members of the Executive Committee who make such request for a special meeting and submit in writing to the President the business to be brought before the meeting.
2. The **Executive Committee** may on reasonable grounds remove any member of the Executive Committee before the expiration of that Executive Committee member's term of office by a unanimous vote of the other Executive Committee members at a duly called Executive Committee meeting. Any member of the Executive Committee shall be entitled to resign from the Executive Committee by delivering written notice of such resignation to the Executive Director.
3. The Executive may meet with individuals or representatives of other sport/education agencies when deemed appropriate.
4. The Executive Committee has the authority to rule on any issue or circumstance not covered in the official handbook of the ASAA. Without limiting the generality of the foregoing, the Executive Committee may, under circumstances which in their absolute jurisdiction warrant it, operate the business and activities of the ASAA in a manner which accommodates any interruption of normal operating activities (e.g. adjusting seasons of play, cancelling or postponing events)
  - A. Without limiting the generality of the foregoing, normal operating activities may be considered to be interrupted under any circumstances which render it impossible or inadvisable to follow the specific requirements of these bylaws or the policies of the ASAA.
  - B. Before relying on this article, the Executive Committee must pass a resolution to engage their

powers under this article, citing the details of the circumstances which make it necessary to do so and obtain the approval of no less than five of the eight zone executives for the resolution.

## ARTICLE VI – DUTIES OF MEMBERS OF THE EXECUTIVE COMMITTEE

1. **President**
  - A. To preside at the general and executive meetings of the Association when Present and able to act. The President shall remain in that role for a two-year term. The President will normally serve as the ASAA Executive's representative to the School Sport Canada Board of Directors.
  - B. To represent the Association in contacting the Ministry of Education, the press and the public.
  - C. To inquire into any matter pertaining to the affairs of the Association. The President may ask any representative to attend any meeting.
  - D. To be an ex-officio member of each committee authorized by the ASAA.

### 2. Past President

The Past President shall retain office for one year following the term of office as President or until the position is taken by a successor. They shall act as a resource person for the members of the executive and shall assist with the overall administration of the Association. The Past President shall serve as the chairperson of the ASAA Nominating Committee. The Past President will preside over executive and board of governors meetings in the absence of the President. The Past President shall be the chair of the salary committee made up of the Past President or most recent Past President, the President and the Executive Member at Large.

### 3. Vice President

The Vice President shall attend general and executive meetings of the Association and the Vice President will preside over executive and board of governors meetings in the absence of both the President and the Past President. The Vice President shall assist with the overall administration of the Association. The Vice President shall become president after serving one year as Vice President.

### 4. Executive Member at Large

The Executive Member at Large shall have experience in the ASAA as a member of the Board of Governors in order to provide input and advice from a historical perspective. They shall advise the president on protocol and precedence and shall be a full voting member of the executive. Although not required, the Executive Member at Large should be a past executive member and preferably a past president. In the absence of all other officers of the Executive (President, Past President or Vice President), the Executive Member at Large shall assume the duties and responsibilities of the President. The Executive Member at Large shall assume the role of staff liaison to the Executive Committee.

### 5. Directors of Athletics

The Directors of Athletics shall be elected for a three-year term. The Directors of Athletics shall be representative of the school athletic administrators. They will assist with the overall administration of the association and shall serve as representatives of the Executive Committee.

## 6. Executive Director

- A. The Executive Director is a non-voting ex-officio of the Executive Committee.
  - B. It shall be the duty of the Executive Director to attend all the meetings of the Association, the Executive Committee, and of the Board, and to keep and file in the Association office accurate minutes of the same.
  - C. Association Seal: They shall have charge of the seal of the Association which whenever used shall be authenticated by the signature of the Executive Director or President or, in the case of the inability of either to act, by the Vice President or Past President in the case of absence of the Executive Director.
  - D. The Executive Director will oversee receipt of all monies paid to the Association and be responsible for the deposit of same in whatever bank, trust company, credit union or treasury branch the board may order. They shall properly account for the funds of the Association and oversee the keeping of such books as may be directed. They shall present a full detailed account of receipts and disbursements to the board whenever requested (given reasonable notice) and shall prepare for submissions to the Annual Planning Meeting of the board, a statement duly audited of the financial position of the Association and file a copy of same in the Association office records. The Executive Director is empowered to hire a bookkeeper as required.
  - E. The Executive Director shall oversee the keeping of a record of all members of the Association and their addresses, send all notices of the various meetings to the members via the zone manager as well as making those notices available on the Association's website as required.
  - F. The Executive Director shall oversee the collection and receipt of all annual dues, fees, and/or assessments levied by the Association. Such monies shall be promptly deposited in a bank, trust company, credit union, or treasury branch as required.
7. Any four elected members of the Executive Committee shall constitute a quorum.

## ARTICLE VII – REMUNERATION

Unless authorized by the Board of Governors no director, officer, or member of the Association shall receive any remuneration for services rendered to the Association.

## ARTICLE VIII – ELECTION OF DIRECTORS

1. Executive Committee members' terms commence on July 1 of the year in which they are elected or acclaimed and end on June 30 of the final year of their term unless the Executive Committee, by a majority vote, extends their term by a period of no more than one year.
2. Nominations for Executive Committee members must be submitted by the nominee's principal or superintendent and be seconded by a teacher or administrator from a different ASAA member school.\*
3. Completed Nomination Forms must be submitted to the ASAA office by April 30.
4. Completed Nomination Forms will be reviewed by a Nominations Committee, made up of one urban

representative (determined by the Edmonton and Calgary Presidents) and one rural representative (determined by the rural zone Presidents). Voting members will be notified either that the nomination of a candidate does or does not have the unanimous support of the Nominations Committee.

5. The elections will take place at the Annual General Meeting. The candidate who receives the most votes for a contested office will be elected.
6. A candidate may be acclaimed if there is only 1 candidate.
7. The President shall appoint 2 election clerks who shall receive and count the ballots. The President shall act as judge of the election.

\*Except for the Executive Member at Large who shall be nominated by the Executive and elected by the Board of Governors.

## ARTICLE IX – VOTING

1. Voting privileges shall consist of 1 vote for each Board of Governors member with the exception of the Executive Director and any other ASAA staff who may have an ex officio role on the Executive Committee or Board of Governors who shall not have voting privileges.
2. At times other than an Annual General Meeting, a mail vote may be taken on matters of general administration. Ballots must be kept until the following general meeting.

## ARTICLE X – AUDITING

1. All books and vouchers must be submitted to an auditor appointed by the Executive or two members of the board not serving on the Executive Committee appointed by the Executive, who shall prepare an audited financial statement to be presented annually at the Annual Planning Meeting.
2. The books and records of the Association may be inspected by any member of the Association at any time giving reasonable notice and arranging a time satisfactory to the Executive Director.
3. The fiscal year of the Association shall be September 1–August 31.

## ARTICLE XI – DISSOLUTION

1. Dissolution of the Alberta Schools' Athletic Association requires a Special Resolution of the membership.
2. Upon the dissolution of the Alberta Schools' Athletic Association and after payment of all debts and liabilities, the remaining property of the Association shall be distributed to such other eligible not-for-profit, charitable or religious organization, as defined by the Alberta Gaming, Liquor and Cannabis.

## ARTICLE XII – MEETINGS

1. The Board of Governors shall hold two general meetings annually. The Annual General Meeting will occur during the **third week (3rd Thursday/Friday) in June**. The Annual Planning Meeting will occur during the **first week (1st Thursday/Friday)** in December. Time and location to be set by the executive.
2. General Meetings

Extraordinary General Meetings of the Association may be called by the Executive Committee. Notice of the meeting, date, time, and location is to be sent via email address of each member eight days prior to the date of such a meeting.

3. Special Meetings
 

A special meeting shall be called by the President upon receipt of a petition signed by one-third of the members in good standing, setting forth the reasons for calling such meeting, which shall be by email to the last known email address, sent at least eight clear days prior to the meeting.
4. The directors of the Board of Governors shall be elected by the Board of Governors at the Annual General Meeting.
5. A quorum will consist of three elected directors and at least one voting member from a majority of ASAA zones at any general, special or annual meeting of the Board of Governors.
6. The order of business at general meetings shall be as follows:
  - A. Reading/Approval of Minutes
  - B. Business Arising Out of Minutes
  - C. Reading of Communications
  - D. Financial Report
  - E. Notices of Motion
  - F. Reports of Committees
  - G. Unfinished Business
  - H. New Business
  - I. Discussion of Topics
  - J. Election of Officers (Annual General Meeting)
  - K. Other Business
  - L. Adjournment
7. The rules contained in Robert's Rules of Order Newly Revised shall govern the proceedings at general meetings unless the rules contradict the bylaws and policies of this Association or the Statutes of Alberta.
8. In the event of a strike or other interruption of work that affects or may affect the eligibility or availability of any member of the ASAA Executive Committee to attend any meeting of the ASAA Executive Committee or to fulfil any of the duties of such member of the Executive Committee, then the Board shall have the absolute discretion to appoint another person to fill the position of such unavailable member of the Executive Committee for such period of time as the board determines in its absolute discretion is appropriate.
9. In the event of a strike or other interruption of work that occurs or continues when the Board is unable to meet to appoint another person to the Executive Committee, then the Executive Committee shall be entitled to make such appointment, and the person so appointed shall be entitled to act as a member of the Executive Committee until the strike or interruption of work ends or until the next Annual General Meeting, whichever occurs first.
10. The Annual Planning Meeting will provide workshop sessions for:
  - A. Commissioners
  - B. Zone Presidents
  - C. Zone Managers
  - D. Zone Delegates at Large
  - E. Other board members: Universities; Colleges; CASS; ASBA; ATA; Alberta Education; AISCA; HPEC; CIAAA; ISCA; Ministry of Tourism and Sport

These groups will:

- A. review past activities;
- B. suggest changes to be made for improvement of

program;

- C. consider new/alternate programs;
- D. consider funding possibilities;
- E. consider new directions that would benefit high school students;
- F. consider current issues.

Provision will be made to set aside some time for a business meeting to deal with matters of an emergent nature.

## ARTICLE XIII – BORROWING POWERS

For the purpose of carrying out its objectives, the Association may borrow or raise or secure payments of money in such a manner as is deemed necessary and approved by the board.

## ARTICLE XIV – AMENDMENTS TO BYLAWS

1. Association bylaws can only be changed by a special resolution of the members. Amendments to these bylaws may be made by a 75 per cent majority vote of the Board in attendance at a duly constituted meeting.
2. Amendments to the bylaws may be submitted by zones, schools or the executive committee. Schools submitting such amendments must advise their respective zone executive.
3. All items under policy may be amended by a majority vote of the Board of Governors. Proposed amendments must be submitted, in writing, to the ASAA office by April 1. The amendments to be considered will be posted on the ASAA website and available to all member schools at least three weeks prior to the Annual General Meeting. Proposed amendments of an emergent nature to be considered at the Annual Planning Meeting, must be submitted, in writing, to the ASAA office by September 1.
4. Notices of motion to amend the bylaws may be waived where such an amendment is clearly of a housekeeping nature and does not change the intent of the bylaws.

## ASAA Government Funding Sources



# POLICIES

## MISSION, VISION, AND OBJECTIVES

### 1. ASAA Vision

Empowering positive youth development through school sport.

### 2. ASAA Mission

To advocate involvement in school sport as an integral part of education and to provide governance of interscholastic athletics.

### 3. ASAA Values

- A. Respect  
Consideration for self and others through demonstrating sportsmanship and collaboration.
- B. Integrity  
Conduct activities in a manner that is ethical, adheres to the spirit of fair-play, while pursuing excellence and entails accountability for one's actions.
- C. Participation  
Foster a sense of inclusion, belonging, and community for all.
- D. Diversity  
Cultivate and balance a respect for wide variations in ability and backgrounds, and celebrate inherent differences.
- E. Growth  
Provide opportunities for continual personal, psychological, and character development while encouraging individuals to assume roles of guidance and influence.

### 4. ASAA Strategic Goals

- A. Foster a shared understanding that the primary role of school sport is to enhance learning and personal development.
- B. Enhance the educational experience through participation in quality school sport programming and to celebrate the resulting successes.
- C. Develop and maintain positive, collaborative relationships with educational and sport partner organizations.
- D. Offer exceptional provincial championship experiences consistently across all sports and hosts.
- E. Integrate sportsmanship, character development, and personal growth as guiding principles for school sport programs.
- F. Build equitable competitive opportunities that are fair and prioritize the education of students.
- G. Reduce the barriers of participation and continually build an inclusive school sport environment for all.

- H. Support the development of qualified, competent coaches working with Alberta student-athletes.
- I. Collaborate and liaise with Zones in delivering quality school sport and to understand and meet the needs of the school sport community.
- J. Be a leader of school sport in Canada.

## SECTION I – CODE OF ETHICS

Adults who work with students in interscholastic activities should present a positive role model for them to emulate. Students who represent a school in interscholastic activities must be creditable school citizens.

The Association recognizes that the school administration is responsible for all athletic programs and the conduct of all school representatives, whatever the level and location of the competition. In recognition of this authority and responsibility, the Association presents the following general guidelines.

### 1. Fair Play and Sportsmanship

All competitions must be conducted with a high standard of courtesy, fair play and sportsmanship. All those involved share this responsibility.

#### A. Coaches

The coaches must demonstrate qualities of courtesy and good sportsmanship. These are evidenced by proper acceptance of officials' judgment, positive encouragement of player performance and bench behavior.

#### B. Athletes

Athletes must demonstrate qualities of courtesy and good sportsmanship by proper acceptance of officials' judgment and by showing proper respect for opposing athletes as well as for teammates.

#### C. Cheerleaders

Cheerleaders must demonstrate courtesy and good sportsmanship by the appropriateness and timeliness of the cheers they lead, respect for the other cheerleaders and athletes, and their attempts at effective crowd control.

#### D. Spectators

- I. Spectators, both student and adult, must demonstrate courtesy and good sportsmanship by positive cheers of encouragement for their team, not against the opposing team. This is evidenced by the absence of booing and vulgarities. Spectators must also show proper acceptance of officials' judgment. Artificial noisemakers are not permitted during provincial championship tournaments/events including: badminton, basketball, curling, golf, team handball, track & field, volleyball and wrestling. With the exception of air horns and electronic megaphones, noisemakers are permitted at cross country, football and rugby. Prohibited noisemakers may include but are not limited to: air horns, cow bells, plastic tube horns, garbage



can lids, etc. The provincial championship host shall have the authority to eject from the competition facility individuals who, following a warning, refuse to comply with this requirement.

- II. Eviction for inappropriate language and/or behavior
- III. The executive committee or its host/designated representative shall have authority to direct any person to immediately leave any premises or venue hosting any ASAA sanctioned event if that person:
  - a. exhibits rude or abusive behavior to any other person
  - b. uses vulgar, obscene or abusive language and/or gestures
  - c. fails to promptly follow any reasonable direction given to that person by the designated representative of the ASAA
- IV. The Executive Committee or its designated representative shall have the authority to notify local law enforcement personnel of the failure of any person to immediately comply with a direction to leave any premises or venue hosting any ASAA sanctioned event.

#### E. Administrators and Teachers

Administrators and teachers must demonstrate courtesy and good sportsmanship by their positive examples.

## 2. Drugs, Alcohol, Tobacco and Cannabis

- A. **The ASAA is unequivocally opposed to athletes using any banned substance** as identified by Sport Canada. The ASAA is equally opposed to the use of such substances by individuals in a position of leadership in school sport (i.e. coaches, trainers, managers, and administrators). In addition, the ASAA is opposed to any illegal and/or unethical physiological manipulation, such as blood doping or hormones, employed for the purpose of performance enhancement.
- B. The ASAA prohibits athletes possessing/consuming any alcoholic beverage or cannabis while involved in ASAA activities. It is opposed to the use of such substances by individuals in a position of leadership in school sport (i.e. coaches, trainers, managers, or administrators) while involved in ASAA activities.
- C. The ASAA prohibits athletes, coaches/teacher sponsors and any other individuals in a position of leadership such as trainers, managers, and administrators from smoking/vaping any substance and/or using spit tobacco on-site while involved in ASAA activities. Vaping refers to any device used to vaporize a substance for initiation including but not limited to e-cigarettes, pocket vaporizers, pen vaporizers, box mod vaporizers or any similar products. This applies to all activities held on school property and rented community facilities for events such as rugby, track & field, football, golf, cross country running or other sports as required.

- D. ASAA Provincial Championship Hosts reserve the right to eject from the championship facility any person violating the above conditions regarding substance use. If necessary this may involve the host school calling the appropriate authorities to enforce removal.
- E. Violations of the above policy will be addressed under the ASAA's Discipline and Misconduct Policy.

## 3. Social Media

- A. All use of social media by an ASAA member school or its representatives (i.e. coaches, students and all school personnel) must demonstrate good citizenship, showing respect and a high standard of courtesy, fair play and good sportsmanship.
- B. Exhibits of rude, abusive behavior to any other person, uses of vulgar, obscene or abusive language and/or gestures found on social media outlets is subject to the Discipline and Misconduct policies as found in Section II Discipline and Misconduct, Sections 1–13.

## 4. Honest and Full Disclosure

- A. When providing information to the ASAA regarding any/all matters, including but not limited to: transfers, appeals or disciplinary matters, all parties involved (students, coaches, educators, parents/guardians and others), are expected to provide complete and accurate information regardless if the information requested may be perceived by the party member(s) to have a less desirable impact on decision outcomes.
- B. Full disclosure of information by all parties in all ASAA matters is expected. This includes verbal communication, documentation and an expectation that relevant information will not be omitted or altered.
- C. The ASAA reserves the right to investigate and/or follow up to ensure the accuracy of information presented during any ASAA matter. Decisions made by the ASAA (including but not limited to: Executive Committee, Executive Appeal Committee, Compliance Officer, Executive Director, or other) can be reversed afterwards if omitted or dishonest information is discovered or if a party is found to not be in compliance with statements or considerations initially presented.
- D. Any third party that is made aware of omission or deceit in an ASAA matter may report to the Executive Director of the ASAA in writing. The ATA Code of Professional Conduct must be adhered to if a teacher is reporting about another teacher's actions. The report to the Executive Director will not be addressed unless it is accompanied by the complainant's full name and contact information with the understanding that this will be provided to the party against whom the complaint is made if requested by that party.
  - I. If a report is submitted, the ASAA Executive Director will conduct an investigation. The Executive Director will prepare a final report

for the ASAA Executive Committee on the investigation within 30 days of the verified complaint being received. The ASAA Executive Committee reserves the right to take action, if any, which may include a hearing. Any party relevant to the ASAA matter may be contacted and is expected to comply with any requests for further information. If a contacted party fails to comply with the investigation, that party may be subject to penalties at the discretion of the ASAA Executive Committee.

- E. If verified during an investigation that either incomplete, omitted or erroneous information was provided by any party in an ASAA matter, immediate consequences will apply which may include but are not limited to: immediate retraction of eligibility to participate, application of probation, monetary fines or other action as determined by the appropriate ASAA party.

## SECTION II – DISCIPLINE AND MISCONDUCT

### 1. General Statements on Discipline

- A. The head coach, as a representative of the school, is responsible for the conduct of all personnel comprising the school's team (players, assistant coaches and other bench personnel).
- B. For a coach to address, or permit anyone on their bench to address, uncomplimentary remarks to any official during the progress of a provincial championship, or to indulge in conduct that might incite players or spectators against the officials, is a violation of the rules of the game and must likewise be considered conduct unworthy of a coach.
- C. All ASAA Provincial Championship Hosts will convene a Discipline/Appeal Committee. This committee will have the authority to address issues of a serious nature that may occur before, during or after a provincial championship match, or to hear appeals of the automatic suspension resulting from an ejection. The committee may include, but not be limited to, the tournament chairperson, an official and two coaches not in conflict with the issue. In football, the discipline/appeal committee will be the ASAA Executive Committee.
- D. Behaviour by any member of a team, including all bench personnel, deemed objectionable conduct as defined in the rule book for a sport shall be immediately subject to the penalty prescribed in the rule book for such an offense. In this situation during a game, the head official for the game shall be empowered to see that the penalty is carried out (including ejection of team personnel from the game site) to allow the game to continue or if necessary, to halt further play and award the game to the non-offending team. In the event that a coach or team official is ejected from a game/match/bout, they are required to immediately leave the building until 30 minutes following the conclusion of the game/match/bout. If an ejection results in a teacher-coach/teacher-supervisor to no longer be present with the team, the game will be forfeited.
- E. Any unsportsmanlike or violent behaviour e.g. fighting, that results in an ejection of an athlete or coach from participation in an ASAA provincial championship competition shall result in a suspension from the next scheduled match of the current season, where match is understood to mean game, match, round, bout, etc. as appropriate per sport.
- F. Any athlete or coach ejected during an ASAA provincial championships, including quarter-final and semi-final games in football, is not permitted to practice or warm up with their team nor be in the gym, stands, and/or locker rooms for the team's subsequent game. In the case of football, the athlete or coach is not permitted to attend practice in the week leading up to the team's subsequent game.
- G. Any spectators found in violation of the Section I, Code of Ethics; D, including unsportsmanlike, violent or other inappropriate behaviour, may be ejected from an ASAA provincial championship by the designated ASAA provincial championship hosts. All information collected by the provincial championship hosts, to make the decision of ejection, should be reported to the ASAA and Executive Committee as soon as possible after the event.
- H. Any conduct including, but not limited to, ejections, fighting, drug, alcohol or cannabis use, that results in dishonor to the athlete, the team, the school or the ASAA during an ASAA provincial championship event will not be tolerated. Team personnel guilty of misconduct during or immediately before or after a championship tournament game or activity shall be reported to the ASAA office in writing and by telephone by the tournament chairperson or by any ASAA Executive, staff or board member who has been in attendance at the event in question, as soon as possible after the misconduct occurs. The ASAA Executive Director will then investigate the incident and provide a report to the ASAA Executive Committee.

### 2. Process

Upon receiving the report of the investigation from the Executive Director the Executive Committee may determine that disciplinary action is not warranted and a discipline hearing is not needed. If the Executive Committee determines that a discipline hearing is needed then the Executive Committee shall hold a discipline hearing subject to:

- A. The purpose of the meeting will be to determine if disciplinary action is warranted and what penalties as outlined below are issued.
- B. All affected parties shall be given at least three clear days (see definition of clear days in this handbook, Section VI) notice of the time, date and location of the discipline hearing.
- C. All affected parties who attend the hearing shall be given a reasonable opportunity to be heard.
- D. In the event a member school fails to provide the

information requested by the Executive Director or fails to attend the discipline hearing the Executive Committee may make their determination based on the evidence presented at the discipline hearing held by the Executive Committee.

- E. The Executive Director will report any discipline and/or misconduct reports and any subsequent sanctions issued by the Executive Committee to the respective zones.

### 3. Penalties

Any student, coach, teacher, school staff or administrative personnel of a member school, or spectator who violates the Code of Ethics or Discipline and Misconduct Policy may be excluded from participating in or attending a competition at any level (i.e. local, zone, provincial) in any sport by the ASAA Executive for any period of time that the ASAA Executive in its absolute discretion deems appropriate, and may be subject to such other penalty as the ASAA Executive in its absolute discretion deems appropriate. Member school will be expected to cooperate in the enforcement of any penalties imposed by the Executive Committee.

- A. Without limiting the generality of the foregoing, the ASAA Executive may impose the following penalties for violation of policy:
- I. Where violation is discovered after an ASAA provincial championship, the team and ASAA member school found in violation of this policy may be stripped of any medals won in ASAA provincial championship competition and may be suspended from participation in ASAA provincial championships or any activity leading to an ASAA provincial championship for the next full season of play.
  - II. Any coach in violation of this policy may be suspended from coaching in any ASAA provincial championship competition and in any activity leading to an ASAA provincial championship in any sport for any period of time that the ASAA Executive in its absolute discretion deems appropriate.
  - III. Any spectator in violation of this policy may be subject to suspension from participating in or attending ASAA provincial championships or any other ASAA sanctioned event (any high school competitive sport competition at any level). They may also be subject to other penalties as the ASAA Executive Committee, in its absolute discretion, deems appropriate.
  - IV. Up to a \$1000 fine to the relevant member school plus any assessed costs.

The ASAA Executive Committee shall issue a written decision within ten (10) clear days of the conclusion of the hearing. The decision of the ASAA Executive Committee shall be final and binding and shall not be subject to judicial review.

### 4. Recruitment and the Duty to Discourage Athletically Motivated Transfers

Athletic recruitment undermines the priority of academic

education for the student and promotes values that are inconsistent with the objectives of the ASAA. To meet the objectives of the ASAA, principals of member schools, athletic directors, coaches, students and other stakeholders (e.g. alumni associations, booster clubs and parent groups) must refrain from recruitment by means of influence or inducements that could or do encourage a student to enroll in or transfer to a school primarily for athletic purposes after the student has entered grade 10 and has participated in an ASAA sport. All stakeholders have a positive duty to discourage an athletically motivated transfer. Failure to discourage a transfer that is obviously athletically motivated constitutes recruitment. The fact that transfer eligibility has been approved in no way excuses recruitment.

- A. There are a broad range of behaviours that could alone or when considered in part or in whole be deemed to be recruitment. While the facts of each allegation will be considered on a case by case basis, the following may indicate that a student has been recruited, contrary to the terms of this policy:
- I. Any offer of monetary or transportation assistance to a student, parent or guardian (including fees, tuition, bus passes or other allowances or waivers);
  - II. Offering or accepting of school privileges or considerations not normally granted to other students;
  - III. Any inducement or attempted inducement of parents, guardians or students to change their location of residence for athletic reasons. Facilitating a change of guardianship for the purpose of changing the location of a student athlete's residence so that they can transfer schools will be considered recruitment unless there are other compelling reasons for the change of guardianship (e.g. to protect the student from physical or emotional abuse);
  - IV. Contact with a student or parent or guardian of a student who attends another school in an attempt to persuade that student, primarily for athletic purposes, to attend the inducer's school;
  - V. The attempt to persuade or induce a student, primarily for athletic purposes, to remain in the inducer's school, when the student had otherwise decided to transfer to another school.
- B. If a person has knowledge of recruitment, as defined herein, they shall provide written notice of the allegation of the recruitment to the principal of the school involved, the manager of the executive of the ASAA zone in which the school is located and the Executive Director of the ASAA. If the allegation is being made by a teacher and is regarding an Alberta certified teacher, the teacher making the allegation must follow the ATA Code of Professional Conduct (see Appendix), and provide notices as required in that Code to the teacher in question and others.
- C. Upon becoming aware of facts or circumstances that might indicate that recruitment contrary to this policy may have occurred or upon being directed to

do so by the ASAA Executive, the executive of the zone in which the school the student transferred to is located, under the direction of the ASAA Executive Director shall commence and complete an investigation to determine if this policy has been violated. Unless the ASAA Executive Director says otherwise, investigations to determine if there has been a breach of this policy will be conducted as follows:

- I. The allegations of athletic recruitment shall be fully disclosed by the investigating zone executive to the party against whom they are made and to any member school which that party attends, or to any member school at which that party is employed, or at any member school to which that party is otherwise associated  
**NOTE:** Any allegations brought to the ASAA office will be directed to the respective zone executive to address according to this policy.
- II. The party against whom the allegations are made shall be given an opportunity to respond to those allegations by submitting to the investigating zone executive a written response to those allegations within five clear days of the date of receipt of notice. The ASAA may direct that all correspondence throughout this process be copied to the respective school principal(s) and others.
- III. The investigating zone executive shall attempt to obtain written statements from all students, coaches, teachers, school staff administrative personnel and others who may have information relevant to the allegations of undue influence and/or recruitment.
- IV. Upon request made by the investigating Zone Executive, and subject to the terms of the ATA Code of Professional Conduct, all students, coaches, teachers, school staff, administrative personnel of member schools and others associated with either the sending or receiving school shall cooperate and assist in the investigation conducted by the zone executive.
- V. The investigation shall be completed by the zone executive within fifteen clear days from the date of receiving a written notice of the allegations as specified in paragraph C has been received by the ASAA Zone Executive. The zone may request to the Executive Director for additional time to complete their investigation, with the request not to be unreasonably withheld.
- VI. Within five clear days of completing the investigation, the investigating zone executive shall submit an investigation report to the ASAA Executive and any party against whom the allegations are made summarizing the allegations made, the action taken by the zone executive to investigate those allegations, and the result of the investigation, which shall be sent by the Executive Director to the manager of

the zone in which the matter originated, by fax, email or ordinary mail, as deemed appropriate by the Executive Director. The zone may request to the Executive Director for additional time to provide their report, with the request not to be unreasonably withheld.

- VII. The investigation report must be delivered to the ASAA Executive and the party against whom the allegations are made along with any materials relied upon in the preparation of the investigation report.
- VIII. The investigation report submitted to the ASAA Executive and any party against whom the allegations are made shall contain a concise summary of any verbal statements given to the zone executive by persons interviewed during the course of the investigation by the zone executive.
- IX. The written report submitted to the ASAA Executive shall identify any persons who failed or refused to cooperate in the investigation conducted by the zone executive.
- X. The written report submitted to the ASAA Executive and any party against whom the allegations are made shall contain the investigating zone executive's opinion as to whether athletic recruitment and/or undue influence has occurred.
- XI. In the event that the investigating zone executive believes that recruitment has occurred, the investigation report shall contain a summary of the facts to support that belief.
- XII. Within five clear days of receipt of the investigation report, any party against whom the allegations have been made, and others as permitted by the Executive Director of the ASAA, may submit a response to the investigation report to the executive of the ASAA.
- XIII. Within ten clear days of receipt of the investigation report, the ASAA Executive will issue a written decision which sets out their determination as to whether or not there has been a breach of this policy and if so, any resulting consequence. The ASAA Executive may also direct further process before making any final determination.
- XIV. Within five clear days of any final determination by the ASAA Executive, the executive director of the ASAA will notify any party against whom the allegation was made and other interested parties as directed by the ASAA Executive.
- XV. The ASAA Executive may direct a course of action as part of making a final determination. The direction shall include timeframes for the completion of the course of action.

**Note:** A zone executive may take any further steps as permitted by their own policies and bylaws with respect to any allegation of

- recruitment.
- D. Any student, coach, teacher, school staff or administrative personnel of a member school who fails or refuses to cooperate with and assist in the investigation conducted as per this policy and after being afforded an opportunity to respond to that allegation may be:
    - I. Excluded from any ASAA related competition at local, zone or provincial level by the ASAA Executive for any period of time that the ASAA Executive in its absolute discretion deems appropriate; or
    - II. Subjected to such other penalty as the ASAA Executive in its absolute discretion deems appropriate.
  - E. Unless there are special circumstances as determined by the ASAA Executive, the investigation and decision process described in this policy will not be engaged in the period 30 clear days before the provincial championship in that sport is completed.
  - F. The ASAA Executive reserves the right to not engage in the decision making process described in this policy for any reason including the passage of time since the occurrence of the alleged recruitment.
  - G. Any student, coach, teacher, school staff or administrative personnel of a member school who violates this policy may be excluded from any ASAA related competition at local, zone or provincial level by the ASAA Executive for any period of time that the ASAA Executive in its absolute discretion deems appropriate, and may be subjected to such other penalty as the ASAA Executive in its absolute discretion deems appropriate. Without limiting the generality of the foregoing, any student who has been recruited in violation of this policy may be deemed ineligible for any ASAA provincial competition or any activity leading to an ASAA provincial competition for the remainder of the school year in which the policy infraction took place.
  - H. In addition to any other consequences imposed, the ASAA Executive:
    - I. When, prior to ASAA provincial championships, it is determined that a coach, player or other person associated with a team from any ASAA member school has violated this policy, that team may be suspended from participating in ASAA provincial championship and any activity leading to an ASAA provincial championship for that season.
    - II. Where the violation is discovered after ASAA provincial championships, the team and ASAA member school found in violation of this policy may be stripped of any medals won in ASAA provincial championship or activity leading to an ASAA provincial championship and may be suspended from participation in ASAA provincial championships or any activity leading to an ASAA provincial championship for the next full season of play.
    - III. Any coach in violation of this policy may be suspended from coaching in any ASAA provincial championship competition and in any activity leading to an ASAA provincial championship in any sport for any period of time that the ASAA Executive in its absolute discretion deems appropriate. Further, the ASAA member school team coached by said

coach may be stripped of any medals won, and may be suspended from participation in ASAA provincial championship competition or any activity leading to an ASAA provincial championship competition for the next full season of play.

- I. In the event that any coach is found in violation of this policy a second time, that coach shall be suspended for life from involvement in any ASAA sponsored sport or any activity or sport leading to an ASAA provincial championship.
- J. In the absolute discretion of the ASAA Executive, the determination as to any breach of this policy and any consequences resulting from a breach of this policy may be presented at the next general meeting of the ASAA; respecting any restrictions imposed by applicable privacy legislation.
- K. The decision of the ASAA Executive Committee shall be final and binding and not subject to judicial review.

## SECTION III – MEMBERSHIP

### 1. High School Membership

Membership in the ASAA is open to any Alberta senior high school that is accredited by Alberta Education and has paid its annual membership fees. Principals will submit their projected enrollment for the upcoming school year by April 30 in the Sport Registration System (SRS). Fees will be based on the April 30 projection numbers and must be paid by October 31 each year in accordance with the following scale:

Classification	1A	2A	3A	4A	4A+	Home Education Per Student per student max of 4	JR.
Student Population	1–99	100–299	300–799	800–1199	1200+		
ASAA Fee	\$400	\$450	\$530	\$610	\$650	\$100 per student	\$35
One Time Levy	\$30	\$50	\$80	\$100	\$100		
+1/Student Cap*	\$75	\$225	\$375	\$675	\$750		
CIAAA Fee	\$60	\$60	\$60	\$60	\$60	\$60	\$60
School Coach Fee	\$30	\$40	\$50	\$60	\$60	\$60	
Legal Expense Fee	\$30	\$50	\$70	\$100	\$130	\$50	
Total Maximum	\$625	\$875	\$1,165	\$1,605	\$1,750	570	
Legal Contingency Fee (see item F)	\$75	\$150	\$225	\$300	\$300	\$50 one-time	

\*A capped annual fee will be applied

A single fee per school shall be paid to the zone and shall cover the zone membership fee and the provincial school membership fee and other fees as noted above. Zones shall remit all but zone fees to the ASAA.

Any school that is found to have put incorrect numbers into the SRS is subject to a fine and/or sanctioning. The fine for a school reporting an incorrect student enrollment which impacts classification is \$1000. In addition to the fine, that school will vacate any awards

won in the incorrect classification at the provincial level, and will be ineligible for ASAA Provincial Championships for one full year effective the date that the discretion was confirmed.

Schools will count their student enrolment numbers as of September 30 on an annual basis to confirm their classification for that school year, and these numbers must be submitted in SRS. If the September 30 student count differs from the April 30 projection enough to change a school's classification, the principal or athletic director must report this by email to the ASAA Executive Director by October 10. Failure to do so will result in that school competing at whichever is the higher classification at all ASAA events in that school year and paying a \$500 fine.

- A. When determining school enrollment for classification purposes, all students who meet the following ASAA eligibility requirements shall be included in the count:
  - I. Under 19 before September 1 of the current year;
  - II. Minimum 800 instructional minutes per week i.e. 10 credits or two full time courses and registered as a student in grades 10, 11, or 12;
  - III. Maximum three consecutive years from date of starting grade 10 (see note to SECTION IV – ELIGIBILITY 2. Student Eligibility).
- B. Registration of schools for provincial and zone membership shall be completed online via the Sport Registration System (SRS). It is the responsibility of each school to complete their registration by the October 10 school registration deadline.
- C. The classifications and corresponding population numbers are:
  - I. 1A: < 100
  - II. 2A: 100 – 299
  - III. 3A: 300 – 799
  - IV. 4A: 800 +
- D. Registration of schools for provincial and zone membership shall be completed online via the Sport Registration System (SRS). It is the responsibility of each school to complete their registration by October 10. A single fee per school shall be paid to the zone and shall cover the zone membership fee and the provincial school membership fee and other fees as noted above. Zones shall remit all but zone fees to the ASAA.
- E. Coach and Team Official Education Requirements
  - I. All of the required courses are available online through the Coaching Association of Canada at <http://thelocker.coach.ca>. It is mandatory for all member schools to ensure that they are in compliance with all coach and team official education requirements.
  - II. Every team official (coach, assistant coach, teacher sponsor or team support staff

member) must complete the Making Head Way concussion course and be registered in the SRS by the respective coach registration deadline for that sport.

- a. Team officials can complete any of the versions of Making Head Way. b. A \$50 penalty will apply for every team official not in compliance. c. Team officials who are high school students are exempt from the above course requirement but are encouraged to complete the course.
- III. Each registered school team must include at least one team official (coach, assistant coach, teacher sponsor or team support staff member) who completes the ASAA Coach Information Course prior to any interschool sport being played.
- IV. Safe Sport Training – one team official (head coach, asst. coach, teacher sponsor, or other) on every team must complete the course prior to any interschool sport being played.
- V. A member school must include at least one school staff member (i.e. teacher coach or support staff designated as an “Agent of the Board”) who completes Coaching School Sport: Redefining Winning by October 10th of the current school year. a. Outreach Schools are exempt from this course requirement
- VI. Recompletion of a course may be required at the discretion of the Executive Committee when significant updates are made to respective courses.
- VII. Any member school not in compliance with one or more of these requirements may lose eligibility to participate in any ASAA sanctioned activities, at the discretion of the ASAA Executive Committee.
- VIII. Each member school will be assessed an annual fee as noted below and this would allow for unlimited participants to register for and complete the ASAA Bylaws and Policies course at no additional cost:
 

1A Schools	\$30
2A Schools	\$40
3A Schools	\$50
4A Schools	\$60
- F. Legal Contingency
  - I. All member schools will be charged a one-time Legal Contingency Levy based on size of school. The intent of the levy is to allow the Association to sustain a legal contingency fund of at least \$60,000. The legal contingency is intended to be a safeguard against any legal action brought or threatened to be brought against the Association. At the direction of the Executive Committee, the fund will be used in the event of a court challenge over an ASAA

related issue or in the event of significant legal costs around a single issue impacting the Association's annual budgeted legal expenses.

- II. At the discretion of the Executive Committee, the fund may be accessed to retain legal counsel to advise the Executive Appeals Committee in the event that the Executive Committee deems an appeal "high-risk" in terms of potential litigation or for other preventative purposes.
- III. If the legal contingency fund is accessed during a school year, there will be a pro-rated fee charged to member schools the following school year to bring the fee back up to \$60,000 based on the fees noted below.

1A schools \$75

2A schools \$150

3A schools \$225

4A schools \$300

- G. Applications from schools not receiving the Alberta Education School Grant shall be considered by the ASAA Executive.
- H. New member schools shall be placed into the appropriate zone based on their geographic location. The procedure for transfer of schools between zones shall be as follows:
  - I. Application by April 15 of the current school year to the ASAA Executive.
  - II. Approval of the school and two zones involved.
  - III. Ratification by the ASAA Board of Governors at the AGM.

## 2. Outreach School Membership

- A. Schools classified as an Outreach School by Alberta Education are permitted a modified ASAA membership fee structure:
  - I. 1st ASAA sport = \$75 + GST
  - II. 2nd ASAA sport = \$115 + GST
  - III. 3rd ASAA sport = \$155 + GST
  - IV. 4th ASAA sport = Full Membership Fee + GST based on student population of the Outreach School
  - V. A one time contribution of \$50 to the ASAA's legal defence fund; only to be charged again on a pro-rated basis if some of the fund is used.

## 3. Member School Eligibility To Participate

The principal of each school shall be responsible for verifying the eligibility of the school's competitors for any competition via a system of Acknowledgement and Agreement Forms as follows:

- A. The principal will require each student and their guardian to complete and sign an Acknowledgement and Agreement Form confirming that all required parties are aware of ASAA bylaws and policies; will accept that any application for a review of an outcome of an appeal process of the ASAA or the respective

zone by a judge in a court of law must be brought by the administration of the school and not by the student/guardian. These forms must be completed and kept on file, with copies being provided to the ASAA only if requested, and for a reasonable purpose.

- B. The principal of each school will sign an Acknowledgement and Agreement Form which: confirms their membership in ASAA; that school coaches will abide by ASAA bylaws and policies; that membership in that school's zone and the ASAA is a privilege, not a right; that the outcome of any appeal process of the ASAA or zone is final and binding on the administration of the school; that violation of Bylaws or Policies of the zone or ASAA or of the Acknowledgement and Agreement Form may be.

## 4. Junior High Associate Membership

Junior high associate membership is available for \$35 per school. Application should be made directly to the ASAA office. Membership entitles a Junior High School to ASAA publications (excluding yearbook).

## SECTION IV – STUDENT ELIGIBILITY

The principal of each school shall be responsible for verifying the eligibility of the school's competitors for any competition. The following rules regarding eligibility will apply to all ASAA sponsored activities:

### 1. Student Eligibility

- A. A student registered in a member school is eligible to participate in inter-member school competition unless they are ineligible for any reason as set out in this Handbook.
- B. All students must fill out and submit to their school the ASAA Student/Guardian Acknowledgment and Agreement form.

### 2. Specific Reasons for Ineligibility

- A. The student will be ineligible to participate in inter-member school competition if:
  - I. The student at any time is registered in less than 10 credits;
  - II. The student turns 19 years old before September 1 of the current school year;
  - III. The student has attended high school for any part of 3 years since starting grade 10 at any school within or outside of Alberta and has not applied for and been granted eligibility by the Compliance Officer or by the Appeal Committee;
  - IV. The student has transferred to a member school after attending another high school at any school within or outside of Alberta and has not applied for and been granted eligibility by the Compliance Officer or by the Appeal Committee;
  - V. The student has ever been registered in a course of studies at a post-secondary

educational institution and has not applied for and been granted eligibility by the Compliance Officer or by the Appeal Committee;

- VI. A student has participated on or with a non-school team other than as permitted in Section IV paragraph 5; or
- VII. Either the Compliance Officer or the ASAA Executive Committee make a finding that either Section IV, paragraph 09 or paragraph 10 applies; or
- VIII. A student, their guardian or the Principal of the student's member school has refused or neglected to provide a signed copy of the ASAA Student/Guardian Acknowledgment and Agreement form or a successor version of same or has acted in a manner inconsistent with the principles and commitments therein.

- B. Eligibility of a student to participate in inter-member school competition may be suspended or terminated by the ASAA Executive in the event of any conduct of that student that violates any standard of conduct or ethics set out in this Handbook, including but not limited to, the Code of Ethics found in this Handbook.
- C. Eligibility of a student to participate in inter-member school competition may be suspended or terminated by the ASAA Executive in the event of any conduct of that student's teammate(s) or coach(es) that violates any standard of conduct or ethics set out in this Handbook, including but not limited to, the Code of Ethics found in the Handbook.

### 3. Number of School Years of Eligibility

- A. Unless approved by the Compliance Officer or the Appeal Committee, no student shall be eligible to participate in inter-member school competition for more than 3 consecutive school years since initially starting grade 10 at one or more member schools.
- B. A fourth year of eligibility to participate in inter-member school competition may be approved by the Compliance Officer (or the Appeal Committee on appeal) if the student is absent from any member school for a full school year during which they had no participation in a sport or an activity related to the sport that they wish to play at a member school. If the reason for the absence is other than for medical reasons, the student must seek the approval for an additional year of eligibility in advance of the absence.

### 4. Joint School Team

Schools may create joint teams in the following activities: Basketball, Curling, Football, Rugby, Team Handball, and Volleyball. Joint school teams are not permitted in the sports of Golf, Cross Country Running, Wrestling, Badminton and Track & Field. Joint team classifications are determined by combining the populations of all schools contributing to the joint team.

Schools creating a joint school team with a Distributed Learning or Home Education (DL/HE) school can only use students from the DL/HE school that reside in the

attendance area of the primary school. The primary school must include in their school count for that sport, all DL/HE students residing in the primary school's catchment area for classification purposes.

- A. A joint school team is a team composed of students from more than one high school.
- B. A joint school team will be allowed to compete in inter-member school competition only if prior to forming the joint team, the Principals of the member schools have obtained approval from the executive of the zone or zones of the member schools and the Compliance Officer.
- C. A decision of the zone executive to approve or not approve a joint school team is not subject to appeal to the ASAA Appeal Committee.
- D. A decision of the Compliance Officer to approve or not approve a joint school team is subject to appeal to the ASAA Appeal Committee.

### 5. Participation on a Non-School Team

In the team sports of basketball, volleyball, team handball and rugby, an ASAA eligible student is not permitted to play on a non school team in the same sport during the same season of play except as noted below:

- A. A school principal may apply in writing to the Compliance Officer, for approval to participate on or with (includes a try-out) a Provincial, National or International team or cultural (e.g. Treaty 7 Games). The Compliance Officer shall approve or deny the request.
- B. Basketball: students are permitted to play for a non-school team while trying out for their member school team. Students must cease their participation on or with a non-school team prior to the member school team's first basketball game, or midnight of the Saturday of volleyball provincials, whichever comes first.
- C. Rugby:
  - I. Non-school rugby touring team: students are permitted to play on a non-school rugby touring team up until the conclusion of the Canada Sevens Rugby Tournament while still trying out for an ASAA member school team. After March 15, no student can participate on any non school rugby touring team.
  - II. School tours: After the conclusion of the Canada Sevens Rugby Tournament students are only permitted to play for their member school team or an interschool touring team that will travel during designated spring breaks of the schools participating on the tour.
 

Note: Participation is defined as taking part in any rugby try-out, game, tournament, playoff, invitational or championship.
- D. Football: high school students may participate on or with a non-school football team during the ASAA season of play if less than sixty percent (60%) of that non-school team's players are participating on or with a single non-member school football team as confirmed by the coach of the member school team for each student participating on or with a member school team.

### 6. Grade 9 Students

Students attending grade 9 at a member high school are



eligible to compete in inter-member school competition unless:

- A. the sport is cross-country running, wrestling (open category), badminton, track & field or individual golf;
- B. the sport is 3A, 4A or 5A football;
- C. the sport is rugby and the school is classified as 3A or 4A; or
- D. the sport is 2A, 3A or 4A volleyball, basketball, team handball or a golf team.

## 7. International/Foreign Exchange Students

International/foreign exchange students will not be eligible to participate in inter-member school competition if they are ineligible pursuant to any policy in the Handbook or if they have graduated from high school or its equivalent before enrolling in a member school.

## 8. Sexual Orientation and Gender Identity Policy

A student's sexual orientation or gender identity will not be considered as a factor in determining eligibility to participate in inter-member school competition by the Compliance Officer or the Appeal Committee.

## 9. Sport Specific School Programs

- A. Definition: Sport Specific School Programs (SSSP) are those which offer students a program that combines sport specific training or competition along with a course of studies.
- B. Applicability: The ASAA Executive Committee has the authority to determine, in their absolute discretion, if and how this policy will apply to a particular program and affect the eligibility of students as set out below. The ASAA Executive Committee may make any such determination before or after a question regarding the eligibility of a particular student arises.
- C. Eligibility: Subject to all other eligibility policies, students participating in a sport at a SSSP within or outside of Alberta are eligible to participate at a member school in any sport except the sport in which they have participated in at a SSSP. With respect to their eligibility to participate in the same sport in which they have participated in at a SSSP, the following rules apply:
  - I. If a student transfers back to a member school during the ASAA Season of Play for the SSSP sport they participated in, they are not eligible to participate in that sport for the remainder of that school year.
  - II. If a student transfers back to a member school after completing the Season of Play in their sport at an SSSP, they are ineligible for the following ASAA Season of Play in the same sport for the following school year.
  - III. If participation in a SSSP sport occurred after the start of an ASAA designated Season of Play for that sport, the student will be ineligible to participate in that sport at an ASAA member school for the entire following ASAA Season of Play.
- D. Responsibility: It is the responsibility of each

Principal of an ASAA member school to ensure that students considering transferring to or back from a SSSP are aware of the effect of this policy on their eligibility to participate in high school athletics.

- E. SSSP Teams: Sport Specific School Program teams are not permitted to participate against ASAA member school teams in any ASAA sport.

**NOTE:** Ignorance of this policy on the part of school administrators, coaches, students, their families or others will not be accepted as a valid reason for granting an exception to the application of this policy. All parties are required to adhere to the Honesty Disclosure, Bylaws and Code of Ethics at all times.

## 10. Prep Schools or Academy Programs

- A. Prep Schools or Academy Programs

Prep Schools or Academy Programs will typically offer athletes the opportunity to access training or coaching at an advanced level and may or may not involve the athlete paying fees or tuition to participate and may or may not offer academic courses.

Prep Schools and Academy Programs differ from Non-School Teams referenced in paragraph 5 of this section in that they provide the athlete the opportunity to train and compete at a high level as opposed to providing opportunities for participants of all skill levels.

Prep Schools and Academy Programs differ from Sport Specific School Programs referenced in paragraph 9 of this section in that Prep Schools and Academy Programs exist for primarily athletic purposes and they are not always attached to a course of studies .

An athlete who is associated with a Prep School or Academy Program will be deemed to have an advantage that is unfair to other student athletes at ASAA member schools.

- B. Eligibility:

A student will be ineligible to participate in inter-member school competition in the sport they were associated with at the Prep School or Academy Program at an ASAA member school for a period of one year, commencing on the date of their registration at a member school following their association with the Prep School or Academy Program.

- C. Compliance Officer & Executive Committee

When the student is transferring to a member school from a Prep School or Academy Program, the Compliance Officer will apply this policy in making their determination as to the student's eligibility. In cases in which the student is not transferring to a member school but has had an association with a Prep School or Academy Program, the Executive Committee will apply this policy in making their determination as to the student's eligibility.

- D. Responsibility:

When a Principal or Athletic Director is aware of a planned or actual association of a student with a Prep School or Academy program, it is their responsibility to ensure that the student and their parents or guardians are aware that the association with a Prep School or Academy Program will render them ineligible for participation as set out above.

E. Prep Program/Member School Competition:

Member Schools that engage in training or competition with Prep Schools or Academy Programs may be disciplined and lose the privilege of competing in ASAA championships in all sports.

**NOTE:** Ignorance of this policy on the part of school administrators, coaches, students, their families or others will not be accepted as a valid reason for granting an exception to the application of this policy. All parties are required to adhere to the Honesty Disclosure, Bylaws and Code of Ethics at all times.

### 11. Eligibility of Distributed Learning and Home Education Students

A. Students registered in distributed learning or home education schools will be allowed to participate in ASAA activities with the same or a different school than they are registered with, **providing all of the following criteria are met:**

- I. The student must reside in the attendance area of the school with which the student will participate. Attendance area is defined as the catchment area or boundary used by the school jurisdiction of the accepting school to determine which students in its jurisdiction attend which school.
- II. The student must be registered in distributed learning or home education through an ASAA member school. Students registered in distributed learning or home education through the central office will not be eligible for participation in ASAA activities.
- III. The school division with which the student is registered must have a policy that allows distributed learning or home education students to participate in athletics. This policy must be submitted to the ASAA office where it will be kept on file. It will be the responsibility of the distributed learning or home education school and the accepting school district to deal with any jurisdictional or insurance issues.
- IV. The principal of both the accepting and the distributed learning or home education school must support the student's involvement in the extracurricular program.
- V. The student must comply with all eligibility rules and regulations of the ASAA. If a school chooses to use one or more distributed learning or home education students who reside in its attendance area and are registered with an ASAA member school (and thus eligible for participation in ASAA activities), all distributed learning or home education students living in

the accepting school's attendance area who are registered with that student's distributed learning or home education school must be combined with the accepting school's September 30 count, in that sport. The revised population of the accepting school will determine at which classification level the team will compete in that sport only and the ASAA must be notified of such participation.

- VI. The distributed learning or home education school with whom the student is registered must provide the accepting school and the ASAA with a letter containing confirmation of the student's registration with its school and a declaration of how many distributed learning or home education students it serves who live in the attendance area of the accepting school. If the accepting school allows the participation of students from more than one distributed learning or home education school, it must absorb the number of students described above for each of the distributed learning or home education schools from whom it draws students.
- VII. Should a student registered with a distributed learning or home education school join an accepting school's team anywhere in the province, the student will only be eligible to play the sport in question for that one team.
- VIII. In the circumstance that a student is transferring to a distributed learning or home education school under the advice of their high school with the expectation to transfer back to the current high school, the student can transfer back to the original school as a second transfer provided the following criteria:
  - a. The student must be using their first transfer outlined under the Transfer Policy) to transfer from the original high school to the distributed learning or home education school.
  - b. The student must only participate on teams with the original high school as a joint school team for the duration of the student's attendance at the distributed learning or home education school.
  - c. The student must represent the distributed learning or home education school for individual sports. The student can transfer for a second time with the transfer form as long as they are being integrated back into the original high school from which they transferred from under that school's advice.
- B. In any ASAA sport, if a distributed learning or home education student deemed eligible to play based on the eligibility criteria above is not permitted to play for a school in their attendance area, the student may play for a school outside of his/her attendance area, but within their ASAA zone, on the following conditions:
  - I. The accepting school must be at the same or

- lower classification level as the school in the student's attendance area for which they are not able to play.
- II. The school(s) in the student's attendance area has/have the right of first refusal and must first be contacted by the student seeking permission to play. The distributed learning or home education school with whom the student is registered shall ensure that the athletic director within each of the schools in the student's attendance area has received a copy of the letter outlined in Section D.1.vi above. Accepting schools are encouraged to contact the ASAA or the student's distributed learning or home education school as soon as they are approached by the student, should there be any confusion about their eligibility. This is especially important since this may be the first time the ASAA or the distributed learning or home education school with whom the student is registered is made aware of their intentions.
  - III. All distributed learning or home education students living in the student's attendance area who are registered with that student's distributed learning or home education school must be combined with the accepting school's September 30 count, in that sport. The revised population of the accepting school will determine at which classification level the team will compete in, for that sport only, and the ASAA must be notified of such participation.
  - IV. Should a student registered with a distributed learning or home education school join an accepting school's team anywhere in the province, the student will only be eligible to play for that school for that year.
- C. If a distributed learning or home education school fields its own team in individual sports, i.e. badminton, cross country, golf, wrestling or track & field, students registered with these schools will be allowed to participate in ASAA activities providing all of the following criteria are met:
- I. The student must be registered in distributed learning or home education through an ASAA member school. Students registered in distributed learning or home education through the central office will not be eligible for participation in ASAA activities.
  - II. The school division with whom the student is registered must have a policy that allows distributed learning or home education students to participate in athletics.
  - III. The student's principal must support the student's involvement in the extracurricular program.
  - IV. Students must comply with all eligibility rules and regulations of the ASAA. The distributed learning or home education school must include **all** of its distributed learning or home education students in the September 30 count for that school, regardless of where these students live in the province.
- V. In the case where a distributed learning or home education school fields a team in one of the above sports, the school may not allow ANY students who are not registered with its school to participate with its team.
  - VI. The distributed learning or home education school must participate as a team within the zone to which it belongs, even though it may consist of students who live outside the zone **or** the distributed learning or home education school may participate in individual sports in a different zone than the distributed learning or home education school belongs **only** if it consists of players who reside in that zone who are registered full-time with that distributed learning or home education school from a different zone. A limit of two individual athletes who are competing out of the distributed learning or home education school can qualify for each zone championship in individual sports.
    - a. A student living in the same zone as the distributed learning or home education school with which he/she is registered is not permitted to play for another school within the zone for the sport in question, if their distributed learning or home education school is fielding a team in that same sport. Should a student registered with a distributed learning or home education school, who lives outside of that school's zone, join an accepting school's team anywhere else in the province, the student will only be eligible to play the sport in question for that one team. The student is free to play other sports at the same or different schools, as long as all other eligibility criteria have been met.
- 12. Transfer Policy** (athletic eligibility following transfer from one school to another)
- A. The objectives of the ASAA Transfer Eligibility policy are to:
    - I. discourage athletically motivated transfers of students to or among member schools;
    - II. discourage athletically motivated recruitment of students by anyone associated with a member school;
    - III. encourage the completion of high-school within 3 years for member schools which start high school in grade 10 and within 4 years for member schools which start high school in grade 9;
    - IV. ensure that every student has a fair opportunity to participate in inter-member school competition at a member school for 3 consecutive years; and

- V. encourage school administrators to settle issues and disputes over transfer eligibility between themselves before resorting to any appeal procedure.
- B. Subject to this policy, any student who transfers to a member school after the commencement of the school year to attend grade 10, 11 or 12, is ineligible to participate in any school sport at that member school for a period of 1 year if they participated in any sport at any other school prior to the transfer.
- C. On application in the form and manner as directed by ASAA administration or governing body from time to time, a student may be granted eligibility to participate in a sport at a member school by the ASAA Compliance Officer.
- D. The Principal of the school from which a student is transferring and the Principal of the school to which the student is transferring may make a joint submission recommending that a student who would otherwise be ineligible to participate in a sport at a member school should be eligible. The Compliance Officer may accept or reject the joint submission of the Principals in making their decision as to the student's eligibility.
- E. A student who, pursuant to this policy is otherwise ineligible to participate in a sport at a member school, may be granted eligibility if the student can satisfy the Compliance Officer that the transfer was necessitated by exceptional circumstances beyond their control and was, in no way, athletically motivated.

### 13. Appeal of a Finding of Ineligibility

The Principal of a member school may appeal any decision made pursuant to this policy as set out in Section VII "Appeals Procedure".

## SECTION V – MEETINGS

### 1. Expenses

The Association shall pay expenses for all approved delegates to the Executive Committee Meetings, the Annual General Meetings and the Annual Planning Meetings at the College of Alberta School Superintendents rate.

**Note 1:** the rate for the zone delegates is one half the regular rate as it is expected that the zone will pay one half the cost of travel for the single car approved for each zone.

**Note 2:** The mileage rate is a flat \$0.50/km; revisited annually.

At the discretion of the Executive, the Association may pay certain expenses to attendees of Ad Hoc Committee meetings and Provincial Host Committee meetings. The Association will provide advance notice to attendees of such meetings as to what expenses will be covered.

### 2. Awards

#### A. Routledge Award of Merit

The highest award the ASAA may bestow is the Robert H. Routledge Award of Merit. It is presented annually in recognition of outstanding service to the students of Alberta schools in the promotion and

operation of their athletic programs.

I. Nominations for the award must be received at the ASAA office by February 1. Nomination forms are available online at [www.asaa.ca](http://www.asaa.ca).

II. The Executive Committee will select the recipient from the nominations received.

#### B. Commissioner and Executive Awards

At the completion of a Commissioner's or Executive Member's term of office, the ASAA shall present each member with a suitably engraved memento recognizing their contribution to high school athletics in Alberta.

#### C. Most Sportsmanlike Coach Award

The ASAA will present this award each year. All nominees will be considered for a Sportsmanship in Coaching certificate by the Executive Committee and will also be considered for the ASAA's annual Most Sportsmanlike Coach Award. Nominations will be submitted to the ASAA Executive and Sportsmanship Commissioner for consideration by April 1 of each year. Nominations for the awards will take the following into consideration:

I. The coach has, by example, consistently shown good sportsmanship while coaching and has brought credit to them and the school.

II. Further, the coach shows:

- a. Proper acceptance of officials' judgements/decisions
- b. Positive encouragement of player performance and bench behaviour
- c. Positive general deportment and interaction with other coaches and athletes

#### D. Lorne Wood Award

This award will be given to a school administrator who actively models, supports and promotes sportsmanship by their involvement in their school's athletic program. Nominations for this award will consist of a minimum of two letters of support from coaches, two letters of support from students and/or parents as well as a one to two page essay of why this person is deserving of the award. Nominations will be submitted to the ASAA Executive and Sportsmanship Commissioner for consideration by June 30 of each year. Presentation of this award will be at the Annual Planning Meeting.

## SECTION VI– APPEAL PROCEDURE

### 1. The Appeal Committee

- A. Each Zone Executive shall put forward the names of 2 individuals who have no governance role with the ASAA as their nominee to be listed on the Appeals Committee (AC) roster. Roster members, in consultation with the Executive Director, shall select a Chair and a Manager. During any time when an individual has a governance role with the ASAA, they shall not be eligible to sit on the AC.
- B. When an appeal is received, the Chair shall strike an AC of the Chair, the Manager and no less than 1 other roster member to hear the appeal, none of whom are in a position of conflict with respect to the subject matter of the appeal. If the Chair is unavailable, the Chair may appoint an alternate from the roster to act as Chair for a particular appeal. The Quorum for the hearing of an appeal is no less than 3 roster members.
- C. The Appeal Committee will deny or allow appeals arising from decisions made pursuant to ASAA policy including, but not limited to, decisions regarding disciplinary matters.
- D. The Chair, at any time, may direct those affected by the decision under appeal to engage in discussions or mediation before a hearing of the appeal is scheduled.
- E. The Chair of the AC may utilize ASAA staff to assist in an administrative role with respect to arranging for a quorum of roster members, chosen by the Chair, to be in attendance at a hearing of an appeal, related scheduling of hearings as well as other general administrative duties.
- F. Members of the Appeal Committee will receive an honorarium as determined by the Executive Committee from time to time.

### 2. Definition of Clear Days

- A. For the purposes of this policy, wherever there is a reference to clear days:
  - I. The number of days shall be reckoned exclusively of the first day and exclusively of the last day, and exclusively of Saturdays, Sundays and statutory holidays; and
  - II. Any action taken on a Saturday, Sunday or statutory holiday shall be deemed to have taken place on the next working day.
 

For example, where a document is required to be served with three clear days notice, if service is effected on a Monday, then Tuesday, Wednesday and Thursday comprise three clear days. The next step after service can be taken on Friday. If service is affected on Saturday or Sunday, then service shall be deemed to have been affected on Monday, and Tuesday, Wednesday and Thursday will comprise three clear days. The next step after service can be taken on Friday.

### 3. Appeals Submission

- A. An appeal of a decision made pursuant to the policy is commenced by submitting a Notice of Appeal which:
  - I. is submitted in a manner as directed by the ASAA Executive from time to time;

- II. is submitted in writing within 5 clear days of the date the decision under appeal was communicated to the member school;
  - III. states or otherwise identifies the decision being appealed;
  - IV. states the reasons for the appeal;
  - V. is accompanied by any records that the appellant intends to rely upon and the names of any person who will speak in favour of the appeal;
  - VI. is accompanied by both the Principal's Acknowledgement Form and the Parent/ Student Acknowledgement Form; and
  - VII. is accompanied by a \$300 fee of which \$100 will be a non-refundable processing fee and \$200 will be refunded if the appeal is allowed.
- B. ["Notice of Appeal"]
    - I. No one other than a principal or an assistant principal of a member school may submit a Notice of Appeal.
  - C. The Chair may direct that the Notice of Appeal will be provided to any person, including to the principal or an assistant principal of a member school and invite submissions accordingly. The appellant will be notified of any such direction in advance of the hearing.
  - D. Non-urgent appeals will be heard on dates set by the ASAA Executive Committee. The Executive Committee shall schedule at least 5 sittings of the Appeals Committee for the school year and inform member schools of that schedule.
  - E. Appeals will be heard on an urgent basis if the Notice of Appeal identifies the reason for the urgency and the Chair of the Appeals Committee agrees that there is urgency for the appeal to be decided, in which case the hearing of the appeal shall be scheduled as per the direction of the Chair. A fee of \$800, which must accompany a request for an urgent appeal, will apply to any appeal scheduled on an urgent basis, \$500 of which will be refunded in the event that the appeal is allowed. The decision of the Chair to deny the request to schedule a hearing on an urgent basis is final and not appealable to any Court.

### 4. Hearing Procedure

The Chair may direct the procedures to be followed in a hearing for the purposes of ensuring a fair and expeditious resolution of the appeal, including, without limitation, directions (a) respecting the amount of hearing time, (b) respecting the number of persons who may make submissions, (c) respecting the number and type of submissions, and (d) confining those who make submissions to the particulars set out in the Notice of Appeal.

### 5. Decision

- A. In making its decision, the Appeal Committee may consider the information received by way of written or oral submission and any information available to the public which they are satisfied is accurate and complete. The Appeal Committee may also consider any breach of SECTION I – CODE OF ETHICS, including but not limited to the provisions of the "Honest and Full Disclosure" policy in

deciding an appeal.

- B. The Appeal Committee will issue its decision to allow or deny the appeal within 15 clear days of the conclusion of the hearing or a longer period of time on an explanation from the Chair to those involved as to why a longer period of time is required. In the alternative, the Appeals Committee may direct those involved in the appeal to provide additional information or engage in discussions to resolve the subject matter of the appeal among themselves, failing which the Appeal Committee will make a decision with the information they have within a time period as set by the Chair.

#### 6. Confidentiality

- A. The Chair may direct that certain information will or will not be disclosed as circumstances require.
- B. Unless otherwise directed by the Chair, all information which is provided to the Appeals Committee in relation to the conduct of the appeal and the hearing is confidential and not to be shared by anyone not directly involved in the hearing process.
- C. The Chair may direct the disclosure of information necessary to provide reasons for the decision of the Appeals Committee or as necessary to ensure that the decision is enforceable whether the appeal is allowed or denied.

#### 7. The Record

- A. No one shall make an audio or video recording of the appeal hearing without the express permission of the Chair.
- B. The Manager shall make reasonable efforts to ensure that there is a record of the hearing proceeding by way of audio or video recording or in some other format as directed by the Chair. Only the Chair and those authorized by the Chair shall have access to the audio or video record.
- C. A copy of any records or documents submitted to the Appeal Committee will only be provided to another person at the direction of the Chair and may be returned to the person who submitted same on the approval of, and at the direction of, the Chair.

#### 8. Final and Binding

- A. The administrative personnel of the member schools acknowledge that the members of the Appeal Committee have been appointed from a roster of appointees from the ASAA zones in the Province of Alberta. The member schools acknowledge and agree that the Appeals Committee members have specialized knowledge with respect to the matters that come before them that a Court is unlikely to have regarding the subject matter of appeals.
- B. The administrative personnel of the member schools acknowledge that it would not be appropriate to pursue judicial review of any decisions of the Appeals Committee. As such, the administrative personnel of the member schools will not make or support an application for Judicial Review of any decision of the Appeals Committee.

## SECTION VII – AMENDMENTS

1. All items under policy may be amended by a majority vote of the Provincial Board of Governors. Proposed

amendments must be submitted, in writing, to the ASAA office by April 1. The amendments to be considered will be posted on the ASAA website and available to all member schools at least three weeks prior to the Annual General Meeting. Amendments may be made through a mail vote and in such cases, the ballots must be retained until the next Annual General Meeting. Notices of Motion to amend policy may be waived where such amendment is clearly of a housekeeping nature and does not change the intent of the policy.

2. Amendments to policy may be submitted by zones, schools, Commissioners and Executive. Schools submitting such amendments must advise their respective Zone Executive.

## SECTION VIII – ACTIVITIES

All athletic activities sponsored by the ASAA shall be conducted according to existing ASAA Bylaws and Policy.

### 1. Classifications - will not be implemented until August 2025 at the earliest

Classifications are based on the percentage of schools.

1A - no more than 35% of schools

2A - between 25-35% of schools

3A - between 15-25% of schools

4A - less than 15% of schools

5A - less than 15% of schools

A classification must have a larger percentage of schools than the next higher classification.

All Championship activities will operate using the following classification structure:

A. 1A: <75 students

B. 2A: 75-249 students

C. 3A: 250-699 students

D. 4A: 700-1399 students

E. 5A: 1400+ students

The ASAA Executive Committee will determine every five years (years ending in 0 and 5) whether this structure should be revisited. If the decision is made to revisit, an ad hoc Classifications Committee will be mandated with this task; this committee will comprise a mix of rural and urban schools, as well as representation from all classifications. If possible, previous committee members will be involved.

Festival activities will not be officially classified by the ASAA. Any classifying done at Festivals must be approved by the ASAA Executive Committee.

#### Note:

- A Championships Committee will be formed with the mandate to mitigate the following concerns regarding adding a classification:
- Increased costs - officials, awards etc.
- Ensuring we have enough hosts for our championships
- The amount of teams qualifying for provincials

This committee must present a proposal (including any relevant Notices of Motion) to the December 2024 APM. If this proposal does not pass, the restructured classifications above will be postponed indefinitely until the above mandate has been fulfilled.

## 2. Supervision of Athletes and Teams

- A. Team sports at ASAA zone and ASAA provincial championships.
  - I. Every school team must be coached or supervised by a teacher of the school jurisdiction to which that school belongs. Definition of a teacher: "A teacher of that school jurisdiction" may include certified teachers currently registered with that school board including full time, part time or substitute teachers.
  - II. School support staff cannot replace teachers as supervisors at ASAA provincials.
  - III. All teacher and non-teacher coaches are volunteers.
- B. Individual Sports at ASAA Provincial Championships
  - I. Composite zone teams in individual and dual sports (badminton, cross country, golf, track & field, wrestling) shall appoint team supervisors that are certified teachers from a school jurisdiction within the zone. This means that in the sports listed above, one or more certified teachers from the ASAA zone will be designated with the responsibility for their zone team.
- C. Supervision at all other competitions
  - I. During all other competitions, individuals and/or teams shall be under the supervision of an agent of the school jurisdiction they represent.
  - II. Definition of 'agent' of the school board they represent: The 'agent' does not have to be a teacher, but can be any individual who has school board approval to coach student athletes. It is highly recommended that schools and boards complete the appropriate police checks and volunteer forms before any non-teachers are involved in coaching school students.
- D. Same Sex Chaperones
  - I. Students traveling to zone and/or provincial championships who require overnight accommodation must be supervised by a chaperone of the same sex approved by the school jurisdiction.
  - II. Chaperones of both sexes must accompany co-educational teams that are staying overnight at any activities: provincials, zones, other competition and camps/tours.
- E. Insurance and Liability
  - I. Issues involving interschool or cross-jurisdictional supervision (team, individual and dual sports) and approved non-teacher chaperones are the responsibility of the member schools involved and their local school jurisdictions.

## 3. (Sanction Policy) Interschool Competition and Invitational Events

All levels of competition, tournaments or interschool

competition involving students from ASAA member schools must follow all bylaws, code of Ethics and policies set forth in the ASAA Handbook, including eligibility and supervision requirements.

- A. Requirements for interschool competition and invitational events
  - I. Each competing team must be a school team in good standing of its own zone and provincial or state high school association and must guarantee that participation in the contest will not violate any standard of that zone and provincial or state association.
  - II. Each participant must meet the eligibility requirements of their provincial/state association. For Alberta students, please refer to SECTION IV – ELIGIBILITY.
    - a. Exception: All competitors of sanctioned wrestling events must meet all ASAA wrestling eligibility, please refer to SECTION XIX – Wrestling, and Section IV, Eligibility.
  - III. Competition against non-school teams:
 

ASAA member school teams are not permitted to participate against non-school teams, with the following exceptions:

    - a. Exhibition/Fundraiser Games\*:
 

Basketball, volleyball, team handball and rugby: ASAA member school teams are not permitted to participate against non-school teams except for one exhibition and one fundraiser game per season. Examples of exhibition/fundraiser games include games against club, university, college or alumni teams, or against a touring team.

NOTE: Games between an ASAA member school team and a Prep School/Sport Academy team in an ASAA sport are prohibited.
    - b. Geographic Isolation Policy\*:
 

School teams in isolated areas may participate in basketball and/or volleyball non-school leagues providing they receive permission from the ASAA Executive Committee. Written request must be made well in advance of the season and on an annual basis, and permission will be granted only in those cases where adequate competition is scarce due to the isolation of the community.

\* Note: Insurance and liability issues involving these exceptions are the responsibility of the member schools involved and their local school jurisdictions.
- IV. Sunday competition is not allowed in Alberta. If Alberta school teams are traveling to an out of province event and Sunday play is allowed in that province or State (e.g. British Columbia), then competition may take place on Sunday.

- V. Awards:
- a. Cash awards may not be awarded to or received by student athletes, teams or coaches. It is recommended that awards be limited to medals, small plaques and trophies.
  - b. It is recommended that invitational events do not designate all-stars or most valuable player selections.
- VI. Each participant must be subject to the same conditions of participation as other entrants. This includes entry fees, number of guaranteed games, share of gate, etc.
- VII. It is recommended that invitational events begin at Friday noon and conclude Saturday in the late afternoon or early evening.
- B. Formal written application for sanction of interschool events is required when:
- I. ASAA member schools host interprovincial/international events involving three or more school teams in activities of the ASAA.
  - II. ASAA member schools travel to out of province events involving three or more school teams in activities of the ASAA. The sanctioning process needs to be initiated by the host school through its own provincial or state governing body.
  - III. Non-ASAA member institutions or organizations wishing to host high school events.
- Notification of sanction approval: All schools invited to participate in interschool events are responsible for checking the status of the written application for sanction by visiting the ASAA website.
- C. Formal written application for sanction is NOT required when:
- I. Events are hosted by ASAA member schools and involve only ASAA member schools. However, these events must meet the same requirements as interprovincial events.
  - II. Interprovincial/international play occurs between only two school teams.
  - III. Events include solely those schools that are listed in the blanket sanction agreement below.
- D. Process for written application for sanction of interschool events
- I. The result of all written sanction requests processed by the ASAA, approved or not approved, will be posted on the ASAA website. Schools that are invited to participate in an event are responsible for checking the ASAA website for event approval before accepting an invitation. Invited schools have the option of accepting or declining an invitation to a sanctioned event.
  - II. ASAA Member Schools:
    - a. ASAA member schools hosting interprovincial/international events involving three or more school teams in activities of the ASAA must apply for sanction using the Interprovincial Competition Sanction Form or, if inviting US teams, the NFHS InterState Sanction Form. The sanction form must be submitted to the ASAA at least 30 days prior to the event. A \$200 late sanctioning fee will be assessed to the host school or institution, if sanction form is not submitted in time. Out of province schools not listed on the sanction form will not be eligible to participate without ASAA approval. Visit the Associations' website ([www.asaa.ca/resources](http://www.asaa.ca/resources)) for all forms and submittals.
    - b. ASAA zones and high school leagues: Events hosted by these partners must comply with ASAA policies.
    - c. Non-ASAA member educational institutions or organizations: Events hosted by non-ASAA member educational institutions or organizations are required to follow ASAA policies.
      - i. Colleges, universities and other non-member educational institutions hosting high school events must apply for sanction using the Non-Member Educational Institution Sanction Form. The sanction form must be submitted to the ASAA at least 30 days prior to the event. A \$200 late sanctioning fee will be assessed to the host school or institution, if the sanction form is not submitted in time. Schools not listed on the sanction form will not be eligible to participate without approval of the ASAA and the respective school athletic association. If non-school teams and ASAA member school teams are participating at a tournament, they must compete in separate categories; i.e. ASAA member school teams must not compete against non-school teams. If the event is for an individual sport (i.e. golf, cross country, wrestling, badminton and track & field), high school athletes belonging to club teams should compete only as a member of their high school, with approval from their school and the ASAA, and only against other high school athletes. Travel of the student athlete to such events must adhere to the designated requirements of the associated school and school board of which the student attends. In addition, a *Permission to Travel* form must be completed and submitted to the ASAA for approval 30 days prior to the event. **A \$200 late permission to travel fee will be assessed to the participating school, if permission to travel form is not submitted in time.**
      - ii. No prize money can be awarded.
      - iii. The non-school entity agrees to be accountable to the ASAA to uphold the standards and expectations of ASAA and to report to ASAA as requested. That is, should violation of any conditions occur, consequences will be at the discretion of the ASAA.



- iv. All entry fees for the high school divisions are approved by the ASAA.
- v. All relevant sanction forms must be completed at least 30 days prior to the event as per ASAA policy.
- vi. A \$200 late fee will be assessed to the non-school entity if they fail to submit proof of proper insurance coverage to the ASAA for approval 30 days prior to the event. Failure to pay the fee prior to the event will result in the event not being sanctioned.

If a non-school entity fails to meet all of the outlined conditions, ASAA member school teams will be ineligible to participate at all events hosted by that non-school entity.

**E. Permission to Travel**

ASAA member schools traveling to an out of province or country event must ensure that the event in question is sanctioned by the ASAA through its respective counterpart (province/state) via being posted to the ASAA website. Further, such schools must complete a Travel Permission form at least 30 days in advance of the event. Failure to complete this form at least 30 days prior to travel will result in a \$200 late Travel Permission fee.

**F. Blanket Sanction Agreement – British Columbia/ Saskatchewan**

By agreement with BC School Sports and the Saskatchewan High School Athletic Association, events or interschool play by ASAA member schools from municipalities listed below do not require formal sanctioning. This policy is intended to facilitate play between neighbouring school jurisdictions.

**Into Alberta:**

**From British Columbia:** Chetwynd, Cranbrook, Creston, Dawson Creek, Elkford, Fernie, Jaffray, McBride, Sparwood, Tumbler Ridge, Valemount, Fort St. John, Golden, Invermere and Kimberley.

**From Saskatchewan:** Biggar, Buffalo River, Cabri, Cando, Canoe Lake, Chief Little Pine (Paynton), Chief Napew (Pierceland), Chief Poundmaker (Cut Knife), Clearwater River Dene (LaLoche), Consul, Cut Knife, Eastend, Eatonia, Edam, Elrose, Ernie Studer (Loon Lake), Eston, Fox Valley, Frontier, Glaslyn, Goodsoil, Gull Lake, Hazlet, Hillmond, Island Lake First Nation (Loon Lake), Kerrobert, Kindersley, Kyle, LaLoche Community School, Lashburn, Leader, Lloydminster, Luseland, Macklin, Maidstone, Makwa Sahgaiehan (Loon Lake), Maple Creek, Marengo, Meadow Lake, Meadow Lake Carpenter, Medstead, Neilburg, North Battleford Composite, North Battleford John Paul II, Paradise Hill, Pierceland, Plenty, Rosetown, Rossignol (Ile-a-laCrosse), Sakaskohc (Onion Lake), Sakewew (North Battleford), Shaunavon, Sonningdale, St. Walburg, Thunderchild (Turtleford), Turtleford, Twin Lakes School (Buffalo Narrows), Unity and Wilkie.

**Leaving Alberta**

**Into British Columbia:** Banff, Beaverlodge, Canmore, Crowsnest, Fairview, Grande Cache, Grande Prairie, Hines Creek, Hinton, Jasper, Lundbreck, Pincher Creek, Sexsmith, Silver Valley, Spirit River and Worsley.

**Into Saskatchewan:** Altario, Bonnyville, Bow Island, Brooks, Chauvin, Cold Lake, Consort, Dewberry, Duchess, Dunmore, Edgerton, Elk Point, Foremost, Frog Lake, Glendon, Hanna, Heinsburg, Hughenden, Irma, Kitscoty, Lloydminster, Mallaig, Marwayne, Medicine Hat, Myrnam, New Cessford, Oyen, Paradise Valley, Provost, St. Paul, Tilley, Two Hills, Vermilion, Wainwright and Youngstown.

**Violations**

Violations of this policy could be subject to penalties at the discretion of the Executive Committee.

**4. Seasons of Play**

**Preamble:**

The intent of establishing seasons of play is to provide a guide as to when competition for particular activities sponsored by the ASAA may occur. Due to the nature of some activities, they do not fall into one season and therefore may overlap seasons. However, for most activities the total competitive period will fall within one season.

The rationale for establishing seasons of play is in keeping with the ASAA philosophy of making competitive opportunities for all members as equitable as possible. Therefore, with all members operating within the same time guidelines for each activity, the opportunity for advancement toward provincial competition should be reasonably equal.

In addition, the ASAA feels that establishing seasons of play will encourage school jurisdictions to emphasize a varied program of school athletics.

- A. Activities sponsored by the ASAA shall take place within a specific season of play and these seasons shall be determined annually with the provincial competition being the reference point.
- B. Each season of play will encompass pre-competition practice exhibition contests, league play and playoffs.
- C. Each season of play shall be approximately 16 weeks in duration (school time) with holiday periods taken into consideration where applicable.
- D. Seasons of Play

Activity	Start	Finish ***
Football ** <small>(excludes July 1 - August 15)</small>	(Spring) May 1 (Fall) August 16	Provincial Finals
Golf <small>(excludes July 1 - August 15)</small>	(Spring) May 1 (Fall) August 16	Provincial Finals
Cross Country ** <small>(excludes July 1 - August 15)</small>	(Spring) May 1 (Fall) August 16	Provincial Finals
Volleyball <small>(excludes July 1 - August 24)</small>	(Spring) June 1 (Fall) August 25	Provincial Finals

Curling	October 1	Provincial Finals
Wrestling	October 22	Provincial Finals
Basketball	November 1	Provincial Finals
Badminton	January 3	Provincial Finals
Team Handball	February 15	Provincial Finals
Track & Field	February 15	Provincial Finals
Rugby	February 15	Provincial Finals

\*\*\*Please see Item 10.B., Competition Dates, for the set dates of provincials.

**Note:** The season of play is not intended to include July and August (exceptions are made for fall sports of cross country football and golf which may begin August 16, and volleyball which may begin August 25).

#### E. Game Limits

Sport	Limit of Competition Before Playoffs Begin
Basketball	34 Games
Football	10 Games *
Rugby	12 Games **
Volleyball	25 Days of Competition

\* Jamborees and/or scrimmages are not included in the total number of games played (jamborees and/scrimmages are defined as having coaches on the field of play).

\*\* Must comply with World Rugby maximum minutes in 24 hour period.

#### F. Definition of a Practice

- I. Schools may not conduct team practices outside the respective ASAA season of play. The definition of a 'team practice' is an organized sport specific ASAA activity, with multiple team members from the same school, under the supervision of a coach from the same school, where they direct or conduct sport specific drills for the athletes. Contests and practices for all sports shall be restricted to the ASAA seasons of play for sports. No members of any coaching staff shall direct organized practice or game activities prior to the approved starting dates for in session sports.
- II. Allowable 'out of season activities' are weight training and general conditioning programs. 'Open' facilities are permitted but must adhere to the following guidelines: they must be open to public, they must be supervised by school personnel for safety reasons, they cannot be mandatory, and there can be no written or unwritten instructions. Site administrators and athletic directors are responsible for seeing that these rules are adhered to.
- III. The intent of this rule is to ensure that high school teams are not assembled for coaching purposes outside of the ASAA seasons of play and gaining an advantage. Directed team-play and instruction are not permitted. Compliance is the responsibility of the school site administrators, athletic directors and/or coaches and is an expectation of the ASAA. Reports of infractions will be dealt with pursuant to the ASAA Violations Policy listed below.

#### G. Recommended Minimum Number of Practices/

#### Sport

Sport	Recommended Minimum Number of Practices Before 1st Competition
Badminton	4
Basketball	4
Cross Country	4
Curling	4
Football	10 (can be two/day)
Golf	4
Rugby	10
Team Handball	6
Track & Field	4
Volleyball	4
Wrestling	10

#### H. Violations of Season of Play

- I. Violations of the seasons of play shall be reported to the zone manager of the school in violation and to the ASAA Executive Director. Such reports of violations must be corroborated with first hand evidence of individuals who, through their institutions, are members of the Association. All such reports must be in writing.
- II. Violation reports received by the Executive Director will be dealt with by the ASAA Executive immediately. Penalties imposed are at the discretion of the Executive and may result in the individual or team at fault being ruled ineligible for ASAA competition for a specified period.
- III. Any school found in violation of the Seasons of Play Policy and penalized may appeal the penalty within 48 hours of notification of penalty.

#### I. Interpretation and Examples

The dates provided in the Seasons of Play Policy for ASAA sponsored activities do indicate when each activity will begin and when it will end as a formal co-curricular activity for all member schools wishing to retain eligibility for such activities.

#### I. Examples:

- a. The season of play for basketball is November 1 to the third Saturday in March. This means there shall be no basketball practice or competition involving school teams prior to November 1 or after the third Saturday in March in any school year. This does not place any restrictions on individuals participating in out-of-school basketball prior to November 1 or after the third Saturday in March. School team camps outside the November 1 to third Saturday in

March period are in violation of the Season of Play policy.

- II. The season of play for volleyball is June 1 to the fourth Saturday in November. Therefore, volleyball practices may be carried out in schools during the month of June and from the beginning of the school term in the fall until the provincial championships. This precludes any formal school volleyball activity during the summer vacation but does not prevent individuals from attending summer camps. School teams that continue to function as school teams after the completion of the ASAA playoffs are in violation of the Season of Play Policy.
- III. There is no intent that the Seasons of Play Policy will have any effect on physical education classes or on intramural programs.

**5. Athlete Registration**

- A. All athletes must be registered in the Sport Registration System (SRS) to be considered eligible for competition against other eligible athletes from ASAA member schools; this includes Jr and Sr varsity teams. Registration of athletes/teams must occur regardless of whether the team plans to enter provincial competition. A list of registered teams will be posted on the ASAA website and sent to all Zone Managers after each sport registration deadline. Teams that do not appear on this list are not eligible to compete against ASAA member schools until such time that team registration takes place. Teams on the ineligible list that continue to compete without registering will be subject to sanctions at the discretion of the Executive Committee.
- B. The Principal of the high school shall be provided with an account to access SRS, the ASAA's online registration system. The onus of responsibility rests on the Principal for confirmation of the required eligibility qualifications.
- C. A school cannot register more than one team per category or classification in each activity for ASAA provincial competition.
- D. Registrations for all sports must be submitted online at registration.asaa.ca **by midnight** of the date indicated.
- E. Late Registrations:

- I. **Golf, Cross Country, Badminton, Track & Field:** Team registrations after the online registration deadline and before the respective zone tournament deadline will be accepted subject to the late registration policy below. Additional students will be accepted after the respective zone tournament deadline subject to the late registration policy.
- II. **Volleyball, Football, Wrestling, Curling, Basketball, Rugby, Team Handball:** Team registrations after the online registration deadline and player additions after the additional student deadline will be accepted subject to the late registration policy.

F. Late Registration Policy

All schools, teams or students registered after the deadline are subject to approval of the Executive

Director. Late registrants must meet all eligibility requirements of the ASAA effective on the date of the registration deadline.

If the registration is approved, the following penalties will apply and be paid to the ASAA office:

- I. Late School Projection or Registration Fees are \$500
- II. Team or athlete registration, or opt-up application occurs within one week after the deadline - \$100
- III. Team or athlete registration, or opt-up application occurs later than one week after the deadline but before provincial qualification - \$200
- IV. Team or athlete registration occurs after the athlete or team has qualified for provincials - \$300
- V. The maximum fee a school can incur for a specific sport before the start of provincial is \$1000. Any late fees incurred afterwards (points f-h) would be in addition to the maximum fee.

25% of all team or athlete late registration fees collected from schools within a zone will be remitted to that zone. The other 75% will be allocated to ASAA general revenues.

The following fees are paid to the host and the host retains 100% of these fees:

- VI. Team or athlete attends provincials and does not pay the registration fee within one week after the start of the championships - \$100
- VII. Team or athlete attends provincials and does not pay the registration fee within one month after the start of the championships - \$200
- VIII. Team or athlete attends provincials and does not pay the registration fee within two months after the start of championships - \$300

Schools may appeal the above noted penalties via letter to the Executive Committee. These appeals will be reviewed by the Executive Committee and must be submitted to the ASAA office one week in advance of regularly scheduled Executive Committee meetings.

G. Registration Deadlines

Activity	Deadline (Prior to midnight)	Min # Students Required for Team Registration	Deadline to add Students to Roster (Prior to midnight)
Golf	September 8	1 minimum 3 to create a team	September 15
Cross Country*	October 1	1	October 5
Football	October 1	12-a-side: 28 9-a-side: 18 6-a-side: 9 If joint team, at least one from the secondary school (s)	October 15
Volleyball	October 1	6	October 15

Basketball	December 15	5	February 8
Curling	January 22	4 per category	February 8
Wrestling	January 22	1	February 8
Badminton	March 22	1	April 15
Team Handball	March 22	7	April 15
Rugby	May 1	7	May 15
Track & Field*	May 1	1	May 15

**If the deadline falls on a Saturday, Sunday or statutory holiday, the deadline remains in effect.**

*\*Cross Country and Track & Field: zones must submit their team list using the appropriate software to the Meet Director. Deadline for submission is the Monday prior to Provincials at 12:00 noon.*

- H. **Opting-Up:** For the provincial team competitions listed below, a school may elect to opt up to a higher classification for a single team, while still retaining its right to enter teams in other activities in the assigned classification of the school. The athletic director or principal must fill in the opt up application form by the date below. The Executive Director will consult with the appropriate zone manager and sport commissioner before deciding to grant or deny the opt up application, based on the following criteria: previous years' results, roster changes, up-to-date season results that must include zone competition.

Opt up deadlines are as follows:

Golf	September 8
Football*	September 25
Volleyball	October 8
Basketball	January 8
Rugby	May 8

*\*Note: application is not required for 5A football*

Schools not opting up by these deadlines will compete at the classification level at which the school is registered.

- I. **Withdrawal**
- Teams that withdraw their intention to compete at provincials after the deadline are subject to fines as outlined below:
- I. Late withdrawal fee of \$500 - payable to the ASAA at the discretion of the Executive Director.
  - II. A fee equal to the tournament entry fee - payable to the host or organizing committee at the discretion of the Executive Committee.

J.

## 6. Sports Commissioners

- A. Selecting sports commissioners shall be subject to the following:
- I. Commissioners shall be elected by the Board of Governors;
  - II. They shall be nominated from among the persons eligible to serve on the Board of

Governors;

- III. Commissioners shall serve for a minimum of two years and a maximum of four years;
  - IV. A vacancy occurring during a term of office shall be filled by an interim appointment by the Executive until the next Annual General Meeting;
  - V. Jurisdiction and expenses of Commissioners shall be subject to the approval of the Executive.
- B. The duties and responsibilities of Commissioners shall include the following:
- I. Providing assistance to host committees to coordinate provincial championships;
  - II. Being familiar with new developments in rules, equipment, coaching techniques, etc;
  - III. Distributing information such as noted in b) above;
  - IV. Presenting recommendations to Provincial Tournament Chairpersons, the ASAA Executive, Zone Executive and member schools;
  - V. Acting as a consultant to meetings and committees conducted by groups noted in iv. above;
  - VI. Furthering interest in their sport through the use of bulletins, talks and other forms of publicity and promotion;
  - VII. Liaising with provincial sport governing bodies, the ASAA Executive, universities and other agencies;
  - VIII. Attending provincial tournaments;
  - IX. Ensuring the records are noted in the proper publications for their sport.
  - X. Preparing and assisting in annually updating competition handbooks for that sport.
- C. Role of Commissioners in coordinating provincial competition.

The Commissioner plays a critical role in the development of their particular sport with the ASAA. Since the primary responsibility of the Commissioner is coordinating provincial competition, leadership should be provided according to the following format:

- I. The Commissioner in concert with the Executive Director shall meet with, or conference call, the competition chairperson (and committee) at least three months prior to the competition for the purpose of reviewing the requirements for the competition as outlined in the ASAA handbook and host handbook. For basketball and volleyball, a meeting (or conference call) of the tournament chairpersons for each of the host committees should be called by the Executive Director. For all other sports, the Commissioner, with the approval of the Executive Director, should meet with the tournament chairperson at the site of the competition.
- II. The Commissioner shall receive a written

organizational plan from the tournament chairperson no less than two months prior to the event.

III. The Commissioner should attend the competition to assist with its operation and to evaluate the event. If at all possible, a short meeting should be organized in conjunction with the competition for coaches and administrators. The purpose of this meeting would be to evaluate the event, propose modifications, suggest rule changes and propose changes to any other aspect of the sport. If such a meeting cannot be arranged, an evaluation form should be circulated to participants and then returned to the Commissioner.

IV. The Commissioner shall be responsible for converting information received from the competitions to handbook modifications and develop Notices of Motion where applicable.

**Note:** It is expected that Notices of Motion submitted by Commissioners will reflect the wishes of a broad representative sampling of coaches across the province and not just the opinion of the Commissioner. Such notices will be submitted to the Executive Committee, via staff, prior to circulation province wide.

The ASAA shall provide Commissioners with the financial resources necessary to conduct the role outlined above

### 7. Championship and Festival Criteria and Requirements

Two forms of competition will occur under the umbrella of the ASAA:

- A. Provincial Championships
- B. Festivals

**Provincial Championships** are conducted with the support of the ASAA and all associated expenses for awards are covered by the ASAA. Hosts of these events are required to follow the direction of the ASAA in conducting all aspects of the Championship.

**Festivals** are conducted under the banner of the ASAA, but without support for any of the associated expenses for awards or benefits from ASAA sponsors. A current Championship may be moved to Festival status if certain criteria, as described below, is not met. A current Festival may be moved to Championship status upon achieving certain criteria, as described in Section V.7.

Each Festival and Championship will undergo an annual review to be presented by the Executive Director at the Annual General Meeting (AGM) to determine if it is meeting the criteria provided below.

I. Activities which have Championship status, and no longer meet the Championship criteria, shall be moved to Festival status at the AGM immediately following loss of that status. After each subsequent year, the ASAA Executive will review and provide a recommendation to the Board of Governors to either promote that sport to Championship status, maintain Festival status, or remove it.

II. Activities which have championships for more than one classification should meet the Championship criteria for each classification. If it does not, the Executive Committee will provide a recommendation (along with rationale) to the Board of Governors to maintain status quo, eliminate or combine classifications.

III. Activities which have Championship or Festival status and do not meet Festival status are subject to deletion as per relevant policy.

Criteria	CHAMPIONSHIP	FESTIVAL
Minimum Number of Zones Participating: - Zones must have their own recognized league and/or playoff/ ASAA qualifying competition.	<b>6 of 8</b>	4 of 8
Minimum Number of Schools Participating	40	20
Minimum Number of Students Participating	300	200
<b>Structure &amp; Event Requirements</b>		
Registration via ASAA website	YES	YES
Sanctioning	YES	YES
ASAA eligibility/supervision rules apply	YES	YES
ASAA approved playing regulations	YES	YES
Insurance rider if off-site competition is required	YES	YES
Sportsmanship Awards	YES	YES
Maximum # of school days in length	4	2
Opening Ceremonies	YES	OPTIONAL
ASAA covers the cost of all awards	YES	NO
ASAA classifications	YES	NO <sup>1</sup>
ASAA approved qualification format	YES	NO <sup>2</sup>
ASAA Commissioners	YES	NO
<b>ASAA Support</b>		
Information package templates	YES	YES
Program templates	YES	YES
Website support	YES	YES
Host bid process	YES	NO <sup>3</sup>
ASAA approved competition format (including # of entries)	YES	NO
<b>Convenor Requirements</b>		
Live Streaming	YES	OPTIONAL
Clothing sales	YES	OPTIONAL
Formal Awards Ceremony	YES	OPTIONAL

ASAA arranged officials	YES	NO
ASAA approved rankings	YES <sup>4</sup>	NO
Preliminary Budget submitted 60 days in advance	YES	NO
Final financial report submitted 60 days after the event	YES	NO
<b>Event Benefits</b>		
ASAA assigned staff support	YES	YES <sup>5</sup>

<sup>1</sup>organizers can classify at their own discretion

<sup>2</sup>the ASAA will provide direction if requested

<sup>3</sup>the ASAA may provide a host rotation if requested or deemed appropriate

<sup>4</sup>the ASAA only provides rankings for basketball, volleyball, 5A football

<sup>5</sup>ASAA staff will provide support but may not be onsite

### Implementation

There is a moratorium on this policy impacting current ASAA activities until 2024/25. Classifications (including tiers and categories) for fall sports (golf, cross country, football, volleyball) will not be subject to the new policy until the December 2023 APM, and for winter & spring sports (wrestling, curling, basketball, badminton, team handball, rugby, track & field) until the June 2024 AGM. Championship status for fall sports will not be subject to the policy until the 2024 APM and for winter & spring sports until the 2025 AGM.

### 8. New Activities

- A. Any member school, zone, provincial sport association, or an ASAA Board Member can apply for an activity to be granted Demonstration status. If the application is approved, the activity would be conducted as an invitational competition on an event-by-event basis with ASAA supervisory policies in effect. Application forms must be submitted to the ASAA Executive Committee by April 1 in order to be considered at the June AGM for implementation the following year.

Progression of Demonstrations is as follows:

- B. Request to the ASAA Executive.
- C. If approved, implementation of the activity for Demonstration.
- D. Open invitation from the ASAA (or a member school or zone) to all member schools to join the Demonstration.
- E. After the first Demonstration event, the ASAA Executive will decide whether to do a second Demonstration, or no longer support the activity
  - I. If a second Demonstration is granted, an advisory committee will be formed for the activity.
- F. Open invitation from the Advisory Committee to a second Demonstration.
  - I. must have participation from at least two zones, five schools, twenty students.
- G. After the second Demonstration event, the Advisory Committee will present a report to the ASAA Executive outlining:
  - I. the schools, students and zones participating
  - II. schedule(s)

- III. finances
- IV. rules (including enforcement)
- V. supervisory protocols
- VI. first aid provisions
- VII. awards
- VIII. any recommendations for the future.

Based on the report, the ASAA Executive may decide whether to do a third Demonstration, or no longer support the activity.

- H. Open invitation from the Advisory Committee to a third Demonstration.
  - I. must have participation from at least three zones, ten schools, fifty students.
- I. After the third Demonstration event, the process from the second Demonstration will be repeated.
- J. Open invitation from the Advisory Committee to a fourth Demonstration.
  - I. must have participation from at least three zones, twenty schools, 100 students.

After the fourth Demonstration event, the Advisory Committee has six months to decide whether to suspend or cancel the Demonstration, or apply for Festival status\*. Application needs to be made to the ASAA Executive by June 1 and include the following:

- I. detailed reports from the last two Demonstrations including financial.
- II. Supporting statistics to show that the activity meets the criteria numbers (zones, schools, students) for consideration for Festival status.
- III. Best estimates of the number of schools (by zone) conducting the activity in their school program even if those schools did not attend the event.
- IV. Proposed Season of Play and annual date of the Festival.
- V. Names of hosts and convenors in place for the first three Festivals
- VI. Draft set of rules used in the events.
- VII. Draft section to be added to the ASAA Policy Handbook.
- VIII. Indication of how the events accommodated teams (i.e. hotels, changerooms, hospitality in general).

\*Note: if the Demonstration exceeds Festival status earlier than the fourth Demonstration, the Advisory Committee can apply early for Festival status.

The Executive Committee will review the application, and if all materials are in order and all requirements to become a Festival appear to have been met, the Executive will pass on their recommendation to the Board of Governors for discussion at the AGM, where the final decision will be made. If the application is successful, the activity will be granted Festival status for three years.

### Process for moving from a Festival to Championship

Application may be made to the Executive Committee after an ASAA recognized Festival has run for three consecutive years\*:

- A. The Advisory Committee for that activity can make

an application to the Executive and/or the Executive can recommend an application for Championship status. Application must be made in writing to the Executive Committee by September 1 to be added to the Annual Planning Meeting Agenda (APM). A representative from the activity must be available to present and answer questions at the APM.

- B. Applications must provide the following information:
- I. Demonstrate the sport meets all Championship criteria.
  - II. Demonstrate positive reviews from convenors, that the Festival has moved around the province (if applicable) and provide financial statements showing the festival is financially sustainable.
  - III. Demonstrate how the activity is a school-based component (i.e. falls under school board jurisdiction, supported by administration, has necessary buy-in from educational staff).
  - IV. Demonstrate organization and commitment to the sport by having ASAA hosts and convenors in place for the next two years.
  - V. Have a Commissioner selected to assume the role of Commissioner as described in ASAA Policy Section V.5.

\*Note: if the Festival exceeds Championship status earlier than three years, the Advisory Committee can apply early for Championship status.

Upon receiving and reviewing an application that meets all required criteria for consideration of Championship status, the Executive Committee may make a recommendation to the Board of Governors at the Annual General Meeting (AGM) for activity approval to Championship status. At the AGM, members will vote on approval of the application.

**Process to add a Classification to a Championship Sport**

Application shall be made to the Executive Committee.

- A. The commissioner(s) for that activity can make an application to the Executive and/or the Executive can recommend an application to add a classification. Application must be made in writing to the Executive Committee by June 1 to be added to the AGM Agenda. A school-based representative from the activity must be available to present and answer questions at the meeting.
- B. Applications must demonstrate that the activity meets all Championship criteria for any additional classifications requested.

Following a successful application, the Executive Committee may make

a recommendation to the Board of Governors at the AGM for (an) additional classification(s). At the AGM, the Board of Governors will vote on approval of the application. A 50% +1 vote is required to pass.

\*Note: a request for more than one classification can be made during an application to move from Festival to Championship.

\*Note: multiple classifications can be added at the same time.

**9. Deleting Activities**

- A. Activities which have Championship or Festival status and do not meet the Festival criteria, shall be put on probation for one year. If, at the end of the year, the activity has not met Festival requirements, the continued sponsorship by the ASAA will be cancelled at the APM (fall activities) or AGM (winter and spring activities).
- B. Whenever an activity is put on probation, it will be announced at the current APM (fall activities) or AGM (winter and spring activities), thus providing member schools this information one year in advance of possible cancellation.
- C. In the event that any classification, tier or category in an activity is cancelled, classifications, tiers or categories for that activity will be adjusted by the ASAA Executive Committee and if required, affirmed by the Board of Governors.
- D. If a classification, tier, category or activity is removed, the Advisory Committee or Commissioner for the activity can appeal the decision within two months of the respective APM or AGM if there are unique local or global circumstances around the activity.
- E. If an activity is cancelled, it cannot apply for demonstration for at least three years from the date of cancellation.

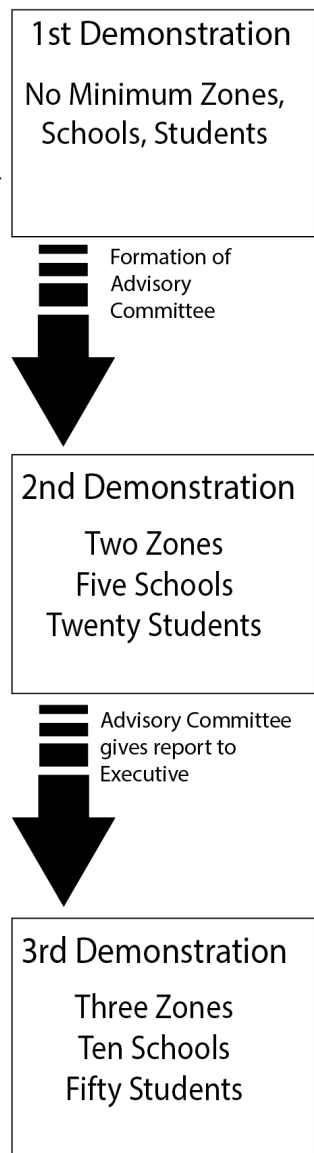
**10. Officiating**

The ASAA will, in conjunction with zone executive and various provincial sport associations, work to establish a network of officials that will provide Alberta high schools with personnel qualified to officiate school competitions at the local, regional and provincial levels.

**11. Rules**

The rules in place at the start of the season of play for each ASAA sport will be followed for the entire season, regardless of any provincial, national, or international rule change that may occur during the season. The Executive Committee will have the discretion, under exceptional circumstances, to provide flexibility as required.

**Progression to Festival and Championship**



## 12. Provincial Competition

A. The ASAA governs the following sports:

Badminton	Curling	Team Handball
Basketball	Football	Track & Field
Wrestling	Golf	Volleyball
Cross Country	Rugby	

B. Provincial Competition Dates

- I. The dates and locations of the competitions shall be ratified at the Annual General Meeting. Any championship without a host by the beginning of that activity's season of play will be canceled. The Executive Committee may, at its discretion, modify this timeline due to circumstances.
- II. It is the intent of the ASAA, as far as possible, to establish particular weekends for provincial competitions and to adhere to the set times annually.

### Provincial Championship Competition Dates

For the purposes of competitions, the ASAA shall use the following **definition of weekend**:

For activities that require a two day competition, the weekend will consist of Friday and Saturday (no ASAA provincial competitions will take place on Sunday). This will apply to all similar activities even though a particular competition may be scheduled for only one day. Cross country and football championships are designated for specific days and do not need to be considered in the weekend concept.

Golf	To be held the last Monday/Tuesday of September as approved by the Golf Commissioner
Cross Country	To be held on the third Saturday in October
Football	To be determined annually, but no later than the fourth Saturday in November and the preceding Friday night
Volleyball	To be held on the fourth weekend in November Provincial dates include Thursday
Wrestling	To be held two weeks prior to Provincial Wrestling
• Rural	To be held on the second weekend in March
• Provincial	
Curling	To be held on the first weekend of March

Basketball	To be held on the third weekend in March Provincial date include Thursday
Badminton	To be held on the first weekend in May
Team Handball	To be held on the second weekend in May
Rugby 7s	To be held on the last weekend in May
Track & Field	To be held on the first weekend in June
Rugby 15s	To be held on the first weekend in June*

*\*Only to occur in years when the rugby provincials fall during diploma exam blackout dates (to include the day prior to the start of the diploma exam schedule), otherwise it is second weekend in June.*

C. Provincial Representation

- I. All individuals and teams advancing to provincials must participate in competition leading to provincial championships where a qualifying competition is required. i.e. district and/or zone qualifying events. Provincial hosts must compete in their zone's provincial qualifying structure until they are eliminated (or win their zone). Failure to do so will result in the host team being ineligible to compete at provincials and the host berth would become a vacant berth. The \$750 fine (point "a" below) would apply.
- II. Any team that checks the "Intent to attend provincials" box in their team registration on the SRS will be considered provincial-eligible. If a Provincial-eligible team qualifies for provincials either as a zone representative or a wildcard/ additional berth it is expected to attend provincials. If, for any reason, a qualified team chooses to not attend provincials they will be charged a late withdrawal penalty in two parts:
  - a. a \$750 penalty, to be payable to the team that steps in to replace the non-attending qualified team, in order to cover their last-minute travel costs associated with attending provincials on late notice.
  - b. a \$250 penalty, to be payable to the host in order to cover the administrative costs involved in finding a replacement team at the last minute.

**Note:** In the case where no team is able to step in and fill the berth, the \$750 will be payable to the host committee in recognition of the additional costs they face.

**Note 2:** If the zone of the team involved finds a replacement from their own membership the fee will not be charged.

**4th Demonstration**  
Three Zones  
Twenty Schools  
100 Students

Advisory Committee applies for Festival status by April 1. Decision made at AGM

**Festival**  
Four Zones  
Twenty Schools  
200 Students

Advisory Committee applies for Championship status by Sept 1. Executive decision made at AGM

**Championship**  
Six Zones  
Forty Schools  
300 Students



- III. All participants in provincial competitions (individual and team) must be determined no later than the Saturday preceding the provincial competition. In rugby, participants must be determined no later than the Tuesday preceding provincial competition.
  - IV. NWT/Nunavut shall be allowed to compete on an exhibition basis in individual activities that are sponsored by the ASAA at the provincial level.
- D. Hosting Provincials
- I. Each provincial competition shall be organized and administered by a school/committee approved initially by the host zone and subsequently by the ASAA Board of Governors.
  - II. All schools/zones bidding to host provincials shall follow the bid guidelines as indicated in the Appendix of this handbook and on the ASAA website.
  - III. Any group being given the responsibility of hosting an ASAA provincial championship event must adhere to ASAA Bylaws and Policies as set out in the ASAA Handbook.
  - IV. All ASAA provincial events are to be alcohol, tobacco (including chewing tobacco, vaping), cannabis use in all forms and drug free for all players, coaches, parents, team personnel, officials and spectators. This applies to all activities held on school property and rented community facilities, including all outdoor facilities for events such as rugby, track & field, football, golf and cross country.
  - V. Legacy Clause - To reflect special anniversaries or milestones for ASAA sanctioned sports e.g. 50th anniversary. The Executive Committee will have the discretion to modify tournament structure for that year.
  - VI. All food and beverages sold and provided at ASAA provincial championship events held in ASAA member school facilities must fit within the Choose Most Often and Choose Sometimes categories of the Alberta Nutritional Guidelines for Children and Youth, details of which can be found in the Appendix and on the ASAA website.
  - VII. All ASAA Championships must have a Certified Athletic Therapist (CAT) hired/enlisted for the event. The CAT will be in charge of executing the Emergency Action Plan, and will have full discretionary authority to take charge of serious incidents or injury and any situation that would require an ambulance.  
  
If it is more practical for the Championship host to hire/enlist alternate medical personnel (i.e. doctor, nurse, paramedic), they must communicate this with the ASAA office at least one month in advance of the Championship.
- E. Finances
- I. The intent is that all ASAA provincial competitions be organized in such a manner as to be self sufficient while keeping costs to participating teams/individuals minimal.
- II. An entry fee, subject to approval by the ASAA Executive and the sport commissioner, may be charged by the host committee for provincial competitions.
  - III. Pay It Forward Loonie Fee: Each provincial championship will charge an additional \$1 for each participating student and remit those funds to the ASAA office after the championship. 100% of funds will be directed into an ASAA scholarship fund to recognize student athletes who give back to their schools and communities by either coaching or officiating in school or community sport.
  - IV. Provincial competition hosts will be eligible to apply for a hosting subsidy of a maximum of \$500 per event should the event show a loss or a profit of less than \$500. In the event of a profit of less than \$500 being realized, the host may only apply for a subsidy for the difference between the profit earned and the \$500 maximum.
  - V. Team Sport: Coaches/Schools Failing to Attend Mandatory Coaches Meeting:  
  
Any team (football, volleyball, basketball, curling, rugby 7s, rugby 15s, team handball) that attends provincials as the zone/regional representative and fails to attend or send a team representative to the mandatory coaches meeting will be fined a fee of \$250 for failing to send a representative to the coaches meeting. This fee will be collected by the ASAA office and split between the host of the championship and the ASAA; the latter of which will be earmarked for the ASAA subsidy account to help offset costs to ASAA provincial hosts. The Executive will have the sole discretion to waive the penalty based on the rationale provided by the school for failure to attend the coaches meeting.
  - VI. Individual Sports: Individuals Failing to Show  
  
In individual sports (golf, cross country, badminton, track & field), the zone is responsible for submitting a cheque for the applicable entry of all participants confirmed by the deadline for submitting final entries to the host. In wrestling, participating schools will submit a cheque for all athletes confirmed by the entry deadline. In the event an athlete(s) fails to show, the offending athlete's school will be penalized an additional \$50 per no show over and above entry fees, to a maximum of \$250. The Executive will have the sole discretion to impose the penalty based on the rationale provided by the school for the late withdrawal.  
  
**Note:** any school that has outstanding fees resulting from either the team or individual failing to show policy will be ineligible to participate in an ASAA provincial championship in any sport until those fees have been paid to the ASAA.
- F. Awards
- I. Medals
    - a. ASAA gold medals and champion t-shirts

shall be presented to provincial winners in all competitions sponsored by the Association.

The following rules apply for award medals:

Badminton:

Category A singles, doubles and mixed in each age group (i.e. junior, intermediate and senior) - 24 2.25 inch medals and champion shirts

Category B singles, doubles and mixed in each age group (i.e. junior, intermediate and senior) - 24 1.75 inch diameter medals

Basketball: 18 (full party)

Cross Country: 16 (event winners) + para winners for each classification range

Curling: 20 (event winners – boys, girls, mixed)

Golf: 18 (team and individual winners for boys and girls)

Rugby 15s: 40 for each of 3A and 4A boys and girls champions

Rugby 7s: 40 for each of 3A and 4A boys and girls champions

Team Handball: 20 for each boys and girls champions

Track & Field: 187 (event winners for boys and girls at the junior, intermediate and senior levels) + para winners for each classification range

Volleyball :18 (full party)

Wrestling:

Rural: 29 (17 boys and 12 girls) 1.75 inch diameter medals and rural champion t-shirts

Provincial: 29 (17 boys and 12 girls) 2.25 inch medals and provincial champion t-shirts

- b. ASAA silver medals shall be presented to finalists (2nd place finishers) in all competitions sponsored by the Association. The rules as applied in G.i.1 above shall be used to award silver medals to the finalist in each competition.
  - c. ASAA bronze medals shall be presented to 3rd place finishers in all competitions sponsored by the Association. The rules as applied in G.i.a. above shall be used to award bronze medals to the 3rd place finisher in each competition.
  - d. Specially engraved ASAA gold medals shall be presented to track & field record breakers.
  - e. Medals and emblems for provincial competitions shall be supplied by the ASAA at no cost to competition hosts.
  - f. For activities in which a regional competition is conducted to determine participants who advance to provincials (e.g. 4A volleyball), ASAA gold and silver medals, differing in design from the provincial medals, shall be made available at a cost to hosts for presentation to first and second place finishers.
  - g. ASAA gold, silver and bronze zone medals, distinct from the provincial and regional medals, shall be made available at cost for presentation by hosts at all zone competitions.
  - h. At all association approved competitions where award presentations will take place at the completion of the competition, student athletes must wear either their uniform or a related article of clothing that clearly identifies either the school they represent, or the ASAA provincial champion t-shirt when receiving awards.
- II. Trophies
- a. Trophies awarded at provincial competitions shall be ASAA approved trophies only. (Refer to Appendix)
  - b. Approval for new trophies may be gained only with the expressed permission of the ASAA Executive.
  - c. Trophies shall be dedicated only to individuals recognized by the ASAA for their contribution to high school athletics in the province.
  - d. Provincial champions in the team sports of basketball, curling, volleyball, golf, football, rugby 15s, rugby 7s, team handball, track & field, cross country, badminton and wrestling shall be presented with small plaques to be retained as mementos. These plaques shall be supplied by the ASAA.
  - e. In volleyball and basketball, teams placing 1st, 2nd, 3rd and 4th at provincial competitions in each category shall be presented with small plaques to be retained as mementos.
  - f. In basketball, 4A volleyball and rugby, the consolation winner in each category shall be presented with a small plaque to be retained as a memento.
  - g. In curling, team handball and rugby, teams placing 1st, 2nd and 3rd at Provincial competition in each category shall be presented with small plaques to be retained as mementos.
  - h. In wrestling, teams placing second at both rural and provincial championships shall be presented with small plaques to be retained as mementos.
  - i. In badminton, cross country and track & field, teams placing 2nd and 3rd in the team competitions shall be presented with small plaques to be retained as mementos.

- j. Football: The losers of the semifinal games at each tier shall be awarded small “Semifinalist” plaques to be retained as mementos.
  - k. Trophy winners shall incur engraving costs.
- III. Banners
- a. Championship banners shall be provided by the ASAA for the team activities of badminton, basketball, cross country, curling, football, golf, rugby 15s, rugby 7s, team handball, track & field, volleyball and wrestling (rural and provincial).
- IV. Sportsmanship Banners
- a. In each of the eight volleyball and basketball provincial championships and the three curling categories in the curling provincial championship, an 8 x3’ sportsmanship banner will be awarded. It will be presented in the weeks after the championship to the school winning the award.
  - b. At the rugby provincial championship, an 8’x3’ sportsmanship banner will be awarded in each of the categories. This banner will be presented in the weeks after the championship to the school winning the award.
  - c. At the team handball provincial championship, an 8’x3’ sportsmanship banner will be presented to each of the categories. This banner will be presented in the weeks after the championship to the school winning the award.
- V. Ribbons
- a. In cross country, athletes placing 4th through 10th at the provincial championship will each receive a ribbon indicating their placing at the event.
  - b. In wrestling, athletes placing 4th through 6th at both the rural and provincial wrestling championships will each receive a ribbon indicating their placing at the event.
- VI. Restrictions
- Awards or prizes other than those stipulated in Sections i, ii, iii, iv, or v of this policy may not be presented at any ASAA provincial competition unless approved by the ASAA Executive.
- G. Cheerleaders Supporting School Teams at Provincials
- I. Cheerleaders from participating schools may accompany teams to provincial competitions at the invitation of the competition chairperson.
  - II. All cheerleaders accompanying teams to provincials should be previously registered with the competition chairperson and must be accompanied by a separate adult supervisor or supervisors of the appropriate gender.
- III. The competition chairperson has the right to draw up a set of regulations regarding the activities of cheerleaders during the course of the competition/event.
  - IV. The primary function of the cheerleaders at events is crowd leadership and player encouragement.
- H. Special Air Quality Advisories for Outdoor Sports
- I. For outdoor sports, in the event that the Air Quality Health Index (AQHI) as posted at <http://airquality.alberta.ca> is rated as a 7 or higher then all provincial competition will be temporarily suspended until the point at which the AQHI falls to a 6 or lower. In the event that the AQHI does not fall below 7 within a reasonable same-day timeframe (at the discretion of the ASAA in consult with the tournament chair), then activities will either be rescheduled or cancelled.
- Awards or prizes other than those stipulated in Sections i, ii, iii, iv, or v of this policy may not be presented at any ASAA provincial competition unless approved by the ASAA Executive.

## SECTION IX BADMINTON

### 1. Rules

The rules governing badminton shall be the laws of badminton as adopted by the Badminton World Federation and Badminton Canada.

#### A. Intervals:

A 1 minute interval is allowed during each game once one side reaches 11 points. The athlete is not allowed to leave the court.

#### B. Coaching:

Coaching will be allowed after the first set for one full minute and after the second set for two full minutes, during which time neither the coach nor the athlete may leave the court.

**Note:** Sufficient water and extra racquets should be with the player on court at the start of the match.

#### C. Officials:

There must be a qualified Badminton Alberta official present at every championship.

#### D. Serving:

1. "The whole shuttle shall be below the server's waist at the instant of being hit by the server's racket. The waist shall be considered to be an imaginary line around the body, level with the lowest part of the server's bottom rib.
2. The shaft and the racket head of the server's racket at the instant of hitting the shuttle shall be pointing in a downward direction." (BWF Alternative Service Laws 9.1.6)

### 2. Season of Play

The season of play for badminton shall be January 3 to the provincial championships on the first Friday and Saturday in May. The season of play is not intended to include July and August. See SECTION V – ACTIVITIES, 3, for more information.

### 3. Eligibility

#### A. A zone team shall consist of:

- III. Six boys and six girls to play singles (two each in junior, intermediate and senior)
- IV. Twelve boys and twelve girls to play doubles (two teams each in junior, intermediate and senior)
- V. Six boys and six girls to play mixed doubles (two teams each in junior, intermediate and senior)

#### B. Age categories are:

- I. Junior under 16 before September 1 of that school year
- II. Intermediate under 17 before September 1 of that school year
- III. Senior under 19 before September 1 of that school year

**Note 1:** Students with a birthday on September 1 of that school year must compete in the higher category.

**Note 2:** An athlete may opt to play at an older age level but may play in only **one** event.

### 4. Events

#### A. Hosting of the provincial championship will be set on a rotating basis through the establishment of six regional hosting zones.

Rotation:

Central (C/SC)	2024/25
North West	2025/26
Calgary	2026/27
South	2027/28
North East	2028/29
Edmonton	2029/30

#### B. Singles, Doubles and Mixed

- I. Venue recommendation to be assigned based on age category. If host venue permits, all matches (BS, GS, BD, GD, XD) to be played in the same venue on the same court(s) until the completion of the matches. If host venue cannot accommodate the above, host will do their best to assign venues based on age category (junior, intermediate, senior).
- II. Schedule/Placement

All teams (singles, doubles and mixed) will play a minimum of four matches (8–12 games) and a maximum of six matches (12–18 games). All 16 teams in each event/category will be placed into 4 pools of four. Tournament Software will be utilized for the results.

The following annual rotation system will rotate the zones between Pool A, B, C and D. The zones will be ranked according to the prior year results. 1A and 1B will be the zone that finished the highest from the previous year. 1A will be the #1 seed from the first place zone and 1B will be the #2 seed from the first place zone and so on. The zones are ranked using the current point system we have for the team banners.

POOL A	POOL B	POOL C	POOL D
1A	1B	2A	2B
4B	4A	3B	3A
5A	5B	6A	6B
8B	8A	7B	7A

### III. Tiebreaks

- All two-way ties in the round robin will be determined by the result of the match between the two tied players.
- In a three-way tie, the players will be ranked 1st, 2nd and 3rd based first on games won minus games lost in all three of their matches in the round robin and second on points won minus points lost in all three of their matches in the round robin.
- If there still remains a tie between two teams in games and points, it will revert to head to head between the two tied teams.

### IV. Progress of Play

All players are expected to monitor the progress of play in the gymnasium to which they are assigned. Players that do not report to the gymnasium officials within five minutes of being called will forfeit the match in question.

### V. Playoffs

There will be separate playoffs for Category A and Category B. The 1st and 2nd place finishers in each of the pools will go to the Category A playoffs. The 3rd and 4th place finishers in each of the pools will go to the Category B playoffs. There will be a gold, silver and bronze medal for each category. (See playoff structure below).

#### Playoff Draws Category A

It will ensure that all 4 quarterfinal matches have a 1st place team vs a 2nd place team. This will be generated by Badminton Alberta and the Tournament Software prior to provincials, but will not be published until Friday night, after completion of the round robin.

#### Playoff Draws Category B

We will ensure that all 4 quarterfinal matches have a 3rd place team vs a 4th place team. This will be generated by Badminton Alberta and the Tournament Software prior to provincials, but will not be published until Friday night, after completion of the round robin.

### VI. Scoring

- The winning school in each classification, 1A, 2A, 3A and 4A shall be the school with the greatest number of points awarded.
- Schools/teams will be awarded points based on their overall finish at provincials. Refer to the point chart below. In the event of a tie between two or more schools when determining the team winners, the tie be broken by the team that has the most gold medals. In the event that there are still ties, we will go to the school that accumulated the most silver medals. We will continue down the results if need be.

PLACING	POINTS
1st	20
2nd	15
3rd	10
4th	8
5th – 8th	6
9th	5

10th	4
11th	3
12th	2
13th –16th	1

**\*\* If there are NO SHOWS on the last day - no team points will be awarded for the team/s that don't show up**

## 5. Equipment

### A. Dress Code

Athletes must compete in a uniform that distinguishes their school or zone. Uniforms contrary to this rule will be considered illegal. When playing doubles, the uniforms shall match. It is highly encouraged that teams have matching shorts, but not mandatory. Clothing with offensive language or symbols will not be allowed. Shorts should be worn during play. Long sleeve shirts are allowed to be worn underneath the team uniform - however it should match the color of the school uniform or be white or black. Athletic pants are also allowed if necessary, however the color of the "undergarments" should match.

For example - if you have a black long sleeve shirt under your team uniform top, then you are allowed to wear black athletic pants. No hats or dew rags shall be worn during competition or warm-up. The venue coordinator will instruct player(s) to change if not in compliance with the dress code.

### B. Official Shuttle

The brand of badminton shuttle to be used at the ASAA provincial championship shall be the Yonex Mavis 300 - Green Cap (slow).

## SECTION X BASKETBALL

### 1. Rules:

- A. The playing rules governing basketball shall be the rules adopted by the International Basketball Federation (FIBA), with the following modifications:
  - I. NCAA numbers also recognized as legal (i.e., 0–3, 20–25, 30–35, 40–45, 50–55)
  - II. No more than fifteen (15) team members are entitled to play.
  - III. 10 minute half time
  - IV. No protests will be allowed
  - V. Players shorts may be of a complementary colour to the primary colour of the uniform.
  - VI. **When an offensive team gains a rebound after a shot, they shall have 24 seconds to shoot the ball.**
- B. Athletes of one gender must compete for a school team of athletes of the same gender.
- C. Floor markings:
  - I. The standard key that will be used at the ASAA provincial championship level will be the FIBA block key.
  - II. The ASAA maintains use of the NCAA 3-point line of 6.32 m
  - III. The ASAA does not adopt use of the FIBA no-charge semi-circle. It is recommended that schools include the markings when redoing gym floors.
  - IV. Schools who do not have these floor markings are able to use their current markings for exhibition, league, and tournament games, but will not be able to host provincial championships.

### 2. Season of Play

The season of play for basketball shall be November 1 to the provincial championships on the third weekend in March. See SECTION V – ACTIVITIES, Item 3 for more information.

### 3. Officials

- A. The Alberta Basketball Officials Association (ABOA) is recognized to provide officials for provincial competitions.
- B. Arrangements for officials at all provincial competitions shall be made by the Executive Director and/or appointees of the ASAA Executive in cooperation with the ABOA.

### 4. Number of Games Permitted

- A. A team shall be limited to 34 games (including games against ASAA sanctioned teams and the one exhibition and one fundraiser game allowed) between November 1 and the commencement of zone playdowns in their respective zone (Any district or city playoffs that directly lead to or result in the advancement of a team in or elimination of a team from their respective zone playoffs shall be considered a part of those playoffs and shall not be counted in the 34 game limit). Any team found to be in violation of the 34 game limit may:
  - I. Be ineligible for participation in any ASAA sponsored games (zones, provincials) within that same season of play;
  - II. Forfeit any standing within the final provincial rankings for the purpose of seeding in the provincial championships;
  - III. Forfeit any or all ASAA sponsored games (zones, provincials) and any awards or titles earned in these games;
  - IV. Be ruled ineligible for participation in ASAA sponsored events within the next season of play;
  - V. Be subject to any or all of the aforementioned penalties or to alternative penalties as determined by the ASAA Executive.

### 5. Rankings

- A. The 1A, 2A, 3A and 4A boys and girls rankings respectively shall be done by committee. Recruitment and formation of the Committee at each respective level will be the responsibility of the Commissioner, who shall serve as the Chairperson of each Committee.
- B. Each committee shall consist of at least three members and the Chairperson, with all but the Chair having voting privileges. The respective committees will be formed as follows:

1A, 2A and 3A Boys & Girls	4A Boys & Girls
North Region (NE, NW, Edmonton)	Edmonton Region
Central Region (C, NC)	Calgary Region
South Region (SC, S, Calgary)	South Region
	Rural Region (C, SC, NE, NW)

- C. All schools shall submit their game results online using Sport Registration System (SRS) right through to the completion of zone playoffs to provide a complete and up-to-date season record for use in the ranking and seeding processes.  
Note: Only those teams with results posted in SRS, during each ranking period shall be eligible for final rankings.
- D. Based on the results in the SRS, each ranking committee member will determine a provincial top 10 and a maximum of five honourable mentions. The deadlines for submitting these rankings via SRS to the respective Basketball Commissioners must be adhered to and will be posted on the ASAA website by November 1 each year.
- E. For each ranking period the Chair shall review the ranking committee selections as posted on Sport Registration System and award points to the teams according to the same procedure as outlined in Item 7. Awarding Wildcard Berths. The Chair shall then total the points into a single listing and rank the teams from highest to lowest according to their total points for that ranking period.
- F. In the event of a tie, the Chairperson shall apply the following:
  - I. Outcomes of any games between the tied teams
  - II. Outcome of any games against common ranked opponents
  - III. Outcome of any games against common unranked opponents
  - IV. Previous ranking of both teams
  - V. Chair's decision – based on the information provided
- G. No more than three clear days (see SECTION VII – APPEAL PROCEDURE, 2. Definition of Clear Days) following the submission deadlines, the Chairperson shall submit to all committee members and the ASAA office the top 10 and first five honourable mentions.
- H. These rankings shall be posted on the ASAA website at [www.asaa.ca](http://www.asaa.ca). Only the top 10 and five honourable mentions are released. Individual ranking committee member selections are not provided.

## 6. Competitions

- A. There shall be eight provincial competitions that will terminate the basketball season. All competitions will be held on the third weekend in March and will be conducted over three days.
- B. Representatives to provincial competitions must be declared and the required information delivered, phoned or faxed to the ASAA Basketball Commissioner and the competition Chairperson no later than the Sunday prior to the competition.
- C. Vacancies in any of the eight provincial competitions not covered under Item 7. Awarding Wildcard Berths, shall be filled by the Executive Director with approval of the ASAA Basketball Commissioners.
- D. Provincial Seeding Process:
  - I. All Basketball Provincial Championships shall be seeded.
  - II. In order of priority, the following will guide the seedings:
    - a. Final ASAA Ranking
    - b. Body of Work, including all games played after the final ranking period.
    - c. Placing in Zone championship

**Note:** Winning the zone championship will automatically qualify the team for the provincial championship but does not guarantee that the team will enter provincials as the number one seed from their respective zone

- E. Notwithstanding 'a', 'b' and 'c' above, every effort will be made to prevent teams from the same zone meeting in their first game of the provincial competition. This may require minor adjustment of seedings to accomplish. Note that avoiding zone match-ups in second or subsequent rounds of competition is not within the purpose of the seeding process or rankings/seedings committees.
  - I. At each classification level per gender, the respective commissioner and eight ranking committees shall meet via separate conference calls on the Sunday prior to provincials; the cost of the calls to be paid for by the ASAA. Subsequently, each commissioner will provide the four (1A–4A) recommended seedings lists to the ASAA office no later than noon on the Sunday prior to provincials.
  - II. A committee comprising of the two basketball commissioners and the ASAA Executive Director will meet via conference call on the Sunday afternoon prior to provincials and will review the recommendations. The committee has the authority to make changes within reason and as it sees fit.
  - III. The committee noted in 'II' above will empower the ASAA staff to distribute the final seedings to championship hosts by late Sunday afternoon, barring any unforeseen circumstances.

**NOTE:** Due to the short timeframe involved, tournament seedings may not be appealed.

- F. Regardless of which ASAA classification schools choose to enter, they must compete provincially in their geographic region as outlined in the ASAA handbook.
- G. All teams advancing to provincials must participate in competition leading to provincial championships. This includes the provincial host team even though they have an automatic entry in the provincial competition.

## 7. Awarding Wildcard Berths

Zone managers will provide to the ASAA office a list of zone championship hosts and their cell phone numbers in advance of the zone championship tournament weekend so that hosts may be contacted in a timely manner if zone results are not received or more information is needed. Zone championship hosts are requested to email the appropriate commissioner



and the ASAA the game scores and a rank order list of teams qualifying from their zone to the provincial tournament by 9 a.m. the Sunday following the zone championship.

The Commissioner will use the following criteria when awarding wildcard berths:

- A. Teams in the final ranking will be awarded points (12 for 1st, 10 for 2nd and so on until the 10th ranked team receives 2 points. The 5 honourable mentions will each receive one point)
- B. Zone points are added up and wildcard berths awarded to the zones with the most points.
- C. In the event of a tie, the zone with the highest ranked 2nd team will be awarded the berth (for example, if one zone has the 2nd and 5th ranked teams and another zone has the 3rd and 4th ranked teams, the zone with the 4th ranked team would get the wildcard berth).

## 8. Awarding Vacant Berths

- A. A berth will be considered vacant when:
  - I. A zone vacates their berth for any reason.
  - II. A zone does not have enough teams in the final ranking period to fill the wildcard berth (for example, a zone has 1 team ranked 2nd in the final rankings and qualifies for a berth with 10 zone points but no other team ranked).
  - III. The host zone does not have enough teams in the final ranking period to fill the zone champion, host bid and wildcard berth (for example, a zone has the 3rd and 6th ranked team, is hosting provincials and qualified for a wildcard berth based on zone points; they would receive the zone champion and host berth but not an additional wildcard berth due to insufficient teams).
- B. Who receives the vacant berth(s)
  - I. In the event of one vacant berth, the zone with the highest point total and sufficient number of teams in the final rankings will receive the berth.
  - II. In the event of multiple vacant berths, or if there is still a vacant berth after allocating all zone, host and wildcard berths, any subsequent vacancies will be filled at the discretion of the respective commissioner in consultation with the Executive Director, factoring in the number of berths a zone already has, and teams each zone has in the top 10, then top 15.

**(Note: maximum berths noted in following pages cannot be exceeded)**

The Commissioners will provide the name of the zone receiving the vacant and/or wildcard berth to the ASAA office. It should be clear that the zone, not an individual team, will receive the vacant and/or wildcard berth. The zone will allocate this berth to a team based on its placing in the zone tournament.

Rankings information will be posted on the ASAA website and teams wishing to contest\* the rankings will have until noon on the Tuesday following the final rankings to do so. Such an appeal must be accompanied by a \$50 payment. The ASAA Basketball Commissioners will consult with the appropriate ranking committee based on the information available, and, with the approval of the Executive Director, will render a decision to the school within 48 hours. If the appeal results in a change to the rankings and the subsequent inclusion of the appellant school, the \$50 will be refunded to that school.

*\* All schools are responsible for entering their complete results for all games (exhibition, Tournament, league play, league playoff and zone playoff) into the SRS basketball ranking system by the final submission date as indicated in the annual rankings timeline as posted on the ASAA website. An appeal of the rankings will not be considered unless a complete season record has been submitted before this deadline. An appeal must be signed by the school Principal and should indicate where the school feels they should be ranked and why.*

## 9. Representation to Provincials

- A. 1A Competition for Boys and Girls
  - I. 1A competition: There will be 12 teams at each 1A Tournament. The representation to Provincials for 1A boys and girls shall be as follows:

	<b>Representatives</b>
Edmonton & Calgary Zones*	1 in total
North Central Zone	1
Central Zone	1
South Zone	1
South Central Zone	1
North East Zone	1
North West Zone	1
Host School	1
Wildcard Berths	4
<b>Total</b>	<b>12 Teams</b>

**Note:** There will be a maximum of three representatives per Zone (includes host team).

The Edmonton and Calgary zones combine for one berth to be determined in a tournament/playoff game format agreed upon by both zones. The top team after the tournament/playoff game will receive the provincial berth.

- II. At the 1A level, one wildcard berth will be awarded to each of the top three ranked Zones according to Item 7. Awarding Wildcard Berths.

\*For the purposes of wildcard allocations, any points earned by the zones are combined.

B. 2A Competition for Boys and Girls

- I. 2A Competition: There will be 12 teams at each 2A Tournament. The representation to provincials for 2A boys and girls shall be as follows:

	Representatives
Edmonton Zone	1
North Central Zone	1
Central Zone	1
South Zone	1
Calgary Zone	1
South Central Zone	1
North East Zone	1
North West Zone	1
Host School	1
Wildcard Berths	3
<b>Total</b>	<b>12 Teams</b>

**Note:** There will be a maximum of three representatives per zone (includes host team).

C. 3A Competition for Boys and Girls

- I. There will be 12 teams at each 3A tournament. The representation to provincials for 3A boys and girls shall be as follows:

	Representatives
Edmonton Zone	1
North Central Zone	1
Central Zone	1
South Zone	1
Calgary Zone	1
South Central Zone	1
North East Zone	1
North West Zone	1
Host School	1
Wildcard Berths	3
<b>Total</b>	<b>12 Teams</b>

**Note:** There will be a maximum of three representatives per zone (includes host team).

- II. At the 3A level, one wildcard berth will be awarded to each of the top three ranked zones.

- III. If any zone has only one team registered with intent to compete at the 3A classification, they must be prepared to host a challenge from the fourth ranked zone for their representative spot at provincials. If required, this challenge shall

a. Be issued from Zone manager (or designate) to Zone manager (or designate) with a cc to the ASAA office no later than 4 pm on the day the wildcards are posted. If the final rankings are successfully appealed and a new zone becomes the fourth ranked zone, that zone must issue the challenge (if desired) no later than 4 pm on the day the final rankings wildcards are posted reflecting the outcome of an appeal

b. Be played on the Monday following the zone competition.

D. 4A Competition for Boys and Girls (**Note # 12 below for a modified/trial regional format in 2024/25 and 2025/26**)

There will be 16 teams at each 4A tournament. The representation to provincials for 4A boys and girls shall be as follows:

Area	Representatives
Calgary Zone	1
Edmonton Zone	1
North East Zone	1
North West Zone	1
Central Zone	1
South Zone	1
South Central Zone	1
Host School or Zone	1
Wildcard Berths	8
<b>Total</b>	<b>16 Teams</b>

**Note:** There will be a maximum of five representatives per zone (includes host team)

## 10. Playing Equipment

The official basketball to be used for ASAA Basketball Provincial shall be either the Spalding Top Flite 1000 or TF1000 ZKPro, size 7 (boys) and size 6 (girls).

## 11. Provincial Draws

- A. The 1A/2A/3A draws are 12-team Oregon-style brackets that must meet the following criteria:
- I. If a second gym (that meets Policy X.1.C criteria) is available within a reasonable driving distance of the accommodations and/or host school, it is expected to be utilized.
  - II. Priority shall be given to ensuring that all teams play on Thursday.
  - III. Teams playing twice in one day will receive at least four hours between the end of their first game and the start of their second game.
  - IV. When possible, 2-hour time slots shall be used, granting 15-minute warm-ups and half-times.
  - V. The draw must be approved by the ASAA office and the respective commissioner before being finalized. (Hosts will be given templates by the ASAA office.)

Note: There is no game to determine 7th/8th.

- B. The 4A draw is a 16-team Oregon-style double-elimination\* bracket that must meet the following criteria:
- I. At least three gyms need to be utilized that meet the criteria found in Policy X.1.C. and Appendix Section 1 2.B.iii. (secondary gyms need to meet a minimum spectator capacity of 400).
  - II. Priority shall be given to ensuring that all teams play on Thursday.
  - III. Teams playing twice in one day will receive at least four hours between the end of their first game and the start of their second game.
  - IV. 2-hour time slots shall be used, granting 15-minute warm-ups and half-times.
  - V. The draw must be approved by the ASAA office and the respective commissioner before being finalized. (Hosts will be given templates by the ASAA office.)

\*There are no games to determine 7th/8th, 11-16th.

## 12. Regional Model - Two-Year Trial (2024/25 & 2025/26)

This policy will replace 9D & 11B for the duration of the trial.

The 4A Provincial Championship Draw will be 16 teams, divided into four Regionals. Each Regional will be a four-team, single elimination draw.

The winner of each zone is guaranteed a berth into the Provincial Championship draw.

The top four zone-winning teams will host Regionals; the zone may take on the hosting responsibility at a showcase venue.

The rest of the 16-team bracket will be filled with wildcards allocated to zones as per Policy 7 (note: there can be a maximum of five representatives per zone).

Placing of teams will be done by the Ranking Committee factoring in the following (in order):

- A. Top four ranked zone-winning teams will host Regionals
  - host zones are determined on the same day as wildcards are awarded
- B. Zone-winning teams not hosting a Regional travel no more than one zone away
- C. Wildcard teams finishing 2nd place in their zone travel no more than two zones away
- D. Final rankings and considering results since (i.e. ideally 1 vs. 16 etc.)

- E. Wildcard teams finishing 3rd place or lower in their zone may have to travel across the province
- F. Avoiding having two teams from a zone in the same Regional if possible to do without compromising the integrity of the draw.
- G. After the wildcards are placed in the draw, teams will be seeded 1-4 in the Regionals using the Final Rankings, and avoiding zone matchups in the opening round.
- H. Any final adjustments to ensure that item d is accomplished as best as possible without compromising a, b, or c.

The Medal Round matchups will be set by the Ranking Committee before the Regionals: the Regional with the #1 seed will match up with the Regional with the lowest ranked top seed.

#### **Regionals - second weekend of March**

If one gender at the host site, games will be scheduled as follows:

Semifinals - Friday at 5 & 7pm

Final - Saturday at 1pm

If both genders at the host site, games will be scheduled as follows:

Semifinals - Friday at 2, 4, 6 & 8pm

Finals - Saturday at noon & 2pm

Winners of the Regionals advance to the Medal Round.

#### **Medal Round - third weekend of March**

Friday

Semifinals: 2, 4, 6 & 8pm

Saturday

Bronze Medal games: noon & 2pm

Finals: 4 & 6pm

All Regional and Medal Round games will have minimum 15-minute warm-ups and 15-minute half-times.

The Medal Round will be organized by a committee comprised of the following representatives:

Calgary

Central (C/SC)

Edmonton

South

ASAA Office

Venue Liaison (non-voting member)

The ASAA Basketball Commissioners will act as advisors to this committee.

Zone representatives will be chosen by the zone president or manager. The ASAA Office representative will be chosen by the Executive Director.

The 2025 and 2026 4A Medal Round will be held at the Winsport Centre, Calgary; if the two-year trial is extended or made permanent, a hosting rotation could be put in place.

## SECTION XI CROSS COUNTRY

### 1. Rules

- A. Hosting of the provincial championship will be set on a rotating basis by zone.

2024	North West	2028	South
2025	Calgary	2029	Central
2026	Edmonton	2030	North Central
2027	North East	2031	South Central

- B. Athletes will not be permitted to wear and/or use any form of audio device while competing.
- C. The meet shall be run in accordance with the cross country rules as published by World Athletics.
- D. The appeal committee for cross country provincials will be decided at the coaches meeting prior to the competition. Each zone coach will be eligible to sit on this committee. Three of the zone coaches will be chosen by the race director to sit on the appeal committee. Those chosen will be announced at the coaches meeting before the competition. In case any of the original three zone coaches are in a conflict of interest (having an athlete from their school involved in the appeal), the remaining five coaches will be alternates and will be chosen by the race director based on availability. The Commissioner will chair this committee and will not vote.

### 2. Season of Play

The season of play for cross country shall be May 1 to the provincial championship on the third Saturday in October. The season of play is not intended to include July and August. Practice in the fall may begin August 16. See SECTION V – ACTIVITIES, Item 3, for more information.

### 3. Zone Representation

- A. There shall be three race classifications for both boys and girls:

- I. Junior – under 16 before September 1 of that school year
- II. Intermediate – under 17 before September 1 of that school year
- III. Senior – under 19 before September 1 of that school year

**Note:** Students with a birthday on September 1 of that school year must compete in the higher category.

- B. A zone may enter a team of up to 18 members for each of the six events – not including:
- C. All athlete substitutions must be submitted to the provincial host by 4 p.m. on the Wednesday prior to provincials. **No additions or changes may be made after this date.**

### 4. Events

- A. The race distances shall be as follows:

- |                           |              |
|---------------------------|--------------|
| I. Junior Boys            | 4000 metres  |
| II. Intermediate Boys     | 5000 metres  |
| III. Senior Boys          | 6000 metres  |
| IV. Junior Girls          | 4000 metres  |
| V. Intermediate Girls     | 5000 metres  |
| VI. Senior Girls          | 5000 metres  |
| VII. Para Ambulatory Open | *2000 metres |

*\*All genders (trial distance)*

### 5. Scoring

- A. All competitors will score points on the following criteria: First place will receive 144 points and each competitor after that will get a fraction of 144 based upon the number of competitors in the event.
- I. A separate scoring system will be developed by the ASAA Commissioner and approved by the ASAA Executive Director, to take into account the number of competitors in the para category. This scoring system will be noted in the event information package.
- B. School team champions will be determined in four classifications: 1A, 2A, 3A, 4A. Here is the timeline for establishing classifications:
- April 30 - projection numbers will be used by the ASAA unless the school's classification changes.
- September 30 - any school which changes classification based on their September 30 count must report this to the ASAA Executive Director on this date (this policy supersedes Policy Section III.Membership 1.A). Failure to do so will result in that school competing at whichever is the higher classification and paying a \$500 fine; any team award that may have been won by that school at the wrong classification will be vacated.
- C. The championship trophies and banners will be awarded to the top school in each classification accumulating the highest number of points regardless of the number of competitors entered.
- D. In case of a tie for school placing, the championship banner will be awarded to both schools.

## SECTION XII CURLING

### 1. Rules

- A. The rules governing ASAA curling shall be the blended rules of Curling Canada, with the following modifications:
  - I. Each team is permitted to take two 60-second time outs per game. The time outs must be taken when the team is in possession of the rock. They may be called by the skip or coach. The time outs cannot be carried forward to the extra end(s).
  - II. One 60-second timeout is available to each team for each extra end.
  - III. A five minute break is allowed after the 4th end.
  - IV. In the event of a 4-end tie-breaker, one 60-second time out per team will be permitted.
- B. ASAA provincial championships shall use the five rock free guard zone rule currently used by Curling Canada.
- C. The following limited broom head rule will be used at ASAA provincial championships
  - I. Broom heads used for sweeping can be any fabric that is commercially purchased. No homemade heads and modifications to commercial heads will be permitted.
  - II. No hair brooms or corn brooms will be used to sweep a rock. Additionally, the plastic insert from Hardline brooms must be removed. The WCF approved fabric is NOT required for ASAA provincial curling.
  - III. A player may use any device (including hair and corn brooms) to deliver the stone; however, the device may not be used to sweep unless it complies with i and ii.
  - IV. Failure to comply with the above will result in the loss of hammer if used during practice, removal of stone if used during a game, or forfeiture if a replacement head in compliance with these rules cannot be found.

### 2. Eligibility

- A. Schools are required to submit the names of their curling athletes in the Sport Registration System by the registration deadline. All students on the curling team are eligible to compete on any of the school curling teams; however, the athletes that play together at all qualifying events for provincials (e.g. districts, zones) are the ones that form the team that moves on to the Provincial competition.
- B. Each boys and girls team will consist of five students and mixed teams will consist of six students. Mixed teams shall comprise two girls and two boys, with girls and boys alternating at the various team positions.
- C. Only one team per category may compete per school.

### 3. Teams

- A. A team may play with three (3) players with the first two (2) players each delivering three (3) consecutive stones at each end. Under no circumstance may a team play with fewer than three (3) players delivering stones. If a team plays with three players in the mixed division, the alternate order of delivery must be maintained (M, F, M – or – F, M, F). If this occurs while a game is in progress, the delivery rotation can be changed to meet this criterion.
- B. Substitutions may be made during or between games by using the non-playing team member(s) for any team positions (in mixed play, a boy can only be substituted for a boy, and a girl for a girl, following 3.B. above). In mixed play, if a substitute of the correct gender is not available then the team will continue the game with three players in their existing order, throwing 3, 3, and 2 stones. All team members must meet ASAA eligibility requirements and cannot be members of other school representative curling teams as established at the qualifying events for provincials (see 3 above). All teams must continue throughout the competition with the listed team members as constituted in the first post-district game of the competition.

### 4. Events

- A. The ASAA Provincial Curling Championships shall be held the weekend prior to the Curling Alberta U20 Championships (normally this would put the ASAA Provincial Championship on the last weekend of February). The ASAA Curling Championships will be held no later than the first weekend of March.
- B. Format
  - I. Each provincial competition shall be a 10 team spiel with each zone having one entry in each of the three categories. The Curling Commissioner will build competitively-balanced pools based on previous years' results while ensuring that teams from the same zone are placed in separate pools.
    - a. The host school will be granted a berth in each of the three categories
    - b. In each category, a wildcard berth will be awarded. The ASAA office will calculate provincial championship history for teams representing their zones for the three years prior to the current school year. Teams that win the gold medal will receive 3 points. Teams that won the silver medal will receive 2 points. Teams that win the bronze medal will receive 1 point. The zone that has the highest total will receive the additional berth in that category.

\* note: if a zone has more than one berth in provincials, only the top finishing team from that zone at the end of provincials collects these points for the zone.
  - c. There will be a maximum of 3 representatives from a zone (includes the host teams) in any category.
- II. All games will be eight ends duration. If tied at the completion of eight ends, an extra end or ends shall be played.

- III. Competition in each event shall be two section round robins. At the completion of the round robin, the first place team from each pool will play the second place team from the opposite pool. The winners play to determine the gold and silver medal winners, and the losing teams play to determine the bronze medal winner.

#### C. Hammer

Practice and draw to the button procedures for round robin, tie breakers and medal games:

- I. **30 minutes** prior to the scheduled start time, the thirds will flip a coin. The winner of the coin toss will choose second practice or colour of rocks.
 

**At the end of the practice, an extra stone will be delivered as a draw to the button.**
- II. This stone can be delivered by any player on the team with sweeping allowed.
- III. This stone must be measurable in the house.
  - a. If the stone is in the free-guard zone or not in play, the stone must be delivered again, by different team member, and a score of 185.4 cm will be recorded. This process is repeated until a stone is measurable in the house. If the second team's rock does not stop in the house and the first team had a measurable stone, the second team does not throw again.
  - b. If the stone covers the pin, the stone must be delivered again, by a different team member, and a score of 0" or 0 cm will be added to measurement. This process is repeated until a stone is measurable in the house. If the first team does not cover the pin and the second team covers the pin, the second team does not throw again. A score of 0" will be recorded for any team covering the pin during their first attempt for tie breaker purposes (see section 5,C. Tie Breaker Policy).
- IV. The same player may deliver the 1st draw to the button attempt in all games. Rotation of players is only required if the 1st attempt is not measurable.
  - a. The team with the lower measure at the end of each team's practice will be awarded hammer in the first end of play.
  - b. The measurements of the four (based on ten teams) round robin games will be recorded and totalled for tie breaking placing and determining the hammer in medal games
  - c. All measurements will be done by the thirds and agreed upon by both teams. Measurements are recorded on paper and are collected by the Host to be tallied, only the first delivered rock is recorded, the distances of additional rocks is only used should the opposing team's first rock not reach the house, or covers the pin, they determine hammer in the first end.
  - d. 1 vs 2 crossover playoff game – The team which finished first in their pool will be rewarded with hammer in this game, thus the extra delivered stone is not required as part of the practice. The team with hammer receives first practice, the other team selects rock colour.
  - e. For the tie-breakers and medal games, the team with the lower combined total from the draws to the button from the round robin games will be awarded hammer and first practice. The other team will select rock colour and have second practice.

#### D. Tie Breaker Policy

The tie-breaking procedure will include a draw to the button to take place after the conclusion of each practice, by all teams involved in the competition. The measurements of the four round robin games will be recorded and totalled for tie breaking placing only. Head to head records will be used when possible, total measurements from the draws to the button will be used if teams are still tied.

- I. If two teams are tied for first, the game between the two teams will determine first and second places.
- II. If two teams are tied for 2nd, the two teams will play a four-end game to determine 2nd place in the pool. Extra ends will be played if necessary.
- III. If three teams are tied for first, teams will be ranked according to policy C i, the top ranked team will be awarded 1st place in the pool. The other two teams will play a four-end game to determine the 2nd place team. Extra ends will be played if necessary.
- IV. If three teams are tied for second place, teams will be ranked according to policy C i and the 1st ranked team will be awarded a bye. The other two teams will play a four-end game with the winner then playing the team with the bye in another four-end game to determine 2nd place in the pool. Extra ends will be played if necessary.
- V. If four teams are tied for first, teams will be ranked according to policy C i, The 1st ranked team will play a four-end game against the 4th ranked team, the 2nd ranked team will play a four-end game against the 3rd ranked team. Extra ends will be played if necessary. The round robin game between the winning teams will determine who is awarded 1st and 2nd in the pool.
- VI. If four teams are tied for 2nd place, teams will be ranked according to policy C i, The 1st ranked team will play a four-end game against the 4th ranked team, the 2nd ranked team will play a four-end game against the 3rd ranked team. The winners will play a second four-end game for 2nd place in the pool. Extra ends will be played if necessary.
- VII. If five teams are tied for 1st place, teams will be ranked according to policy C i, the 1st ranked team will be awarded 1st place in the pool. The 2nd ranked team will play a four-end game against the 5th ranked team, the 3rd ranked team will play a four-end game against the 4th ranked team. The winners will play a second four-end game for 2nd place in the pool. Extra ends will be played if necessary.

#### E. Practice Time

- I. Each team will have a practice of a maximum of five (5) minutes to deliver one (1) rock per player down and back.

## SECTION XIII FOOTBALL

### 1. Rules

The playing rules used by ASAA Football shall be those endorsed by the Canadian Amateur Football Association.

6-a-side and 9-a-side football are official variations of 12-a-side football. For a guide to the variations, please visit the *Resources Section* of the Football Alberta website.

Schools and leagues are responsible for complying with the safety standards regarding equipment. These standards are stipulated in Rule 1, Section 11, Uniforms and Equipment, Articles 1, 2, 3 and 4 of the Canadian Amateur Football Rulebook.

### 2. Season of Play

- A. The season of play for football shall be May 1 to the Alberta Bowl (ASAA Provincial Football Championship). Quarterfinals will commence on the second Saturday of November.

The season of play is not intended to include summer holidays, however, teams may begin their season on August 16. See SECTION V – ACTIVITIES, Item 3, for more information.

- B. In the sport of football, high school students will not be eligible for high school football if they participate on a community (i.e. spring/club) football team that overlaps ASAA season of play and which does not follow the policies outlined below:
- I. Only sixty percent (60%) of a midget team's players can be enrolled in one particular high school team. For clarity, sixty percent (60%) quota applies to Grade 10 and 11 players from any particular high school football team. This applies to spring/club teams that ASAA eligible student athletes participate on immediately prior to the ASAA football season of play in the spring.
  - II. Reporting – Zone manager will be responsible for getting the rosters of the midget teams in their area, that will list the names of the athletes and what high school football team they play for. Zone managers will then report to the ASAA if there are any teams/players not adhering to the above rules.
  - III. Penalty – Any school team that is in violation of these rules will be deemed ineligible to play in any ASAA sanctioned high school football match.

**Note:** The above policy does not apply to Girls Only Spring Tackle Leagues

### 3. Eligibility

- A. The ASAA shall have football competitions in five classifications:

6-a-side: only 1A/2A teams are eligible

9-a-side: no school population criteria

3A: <800

4A: 800-1399

5A: 1400+

- B. 3A and 4A teams may opt up to a higher classification. Once a team declares their intention, they cannot rescind it after the deadline and are no longer eligible, that season, to compete at any other classification. After the Football Registration Deadline of October 1, a comprehensive list of all football teams will be posted on the ASAA website.
- C. Two or more schools may combine to form one football team if the zone(s) approve of such an arrangement. In such cases, the combined populations of the schools will determine at which classification the team will compete.

**Note:** Insurance and liability issues involving students from one school playing for another school are the responsibility of the member schools involved and their local school jurisdictions.

- D. The ASAA accepts out-of-province high school football teams who are full members in a recognized Alberta high school football league into provincial competition provided they advance through the appropriate zone playoff and are prepared to travel to all games in which they might be involved.

### 4. Representation to Provincials

#### 6-a-side and 9-a-side

- A. The ASAA supports the Alberta 6-a-side and 9-a-side Football Leagues by providing ASAA Provincials Playoffs and the Provincial Championship at the Alberta Bowl.
- I. This support will be revisited every 5 years (years ending in 0 & 5), with the goal of eventually having the ASAA take over jurisdiction.
  - II. This support is contingent on the premise that all 6-a-side and 9-a-side teams and associated schools in the ASAA Provincial Playoffs abide by ASAA bylaws and policies and are registered appropriately.
  - III. The playoff structure needs to be approved by the ASAA Executive Director by June 25.



**3A & 4A**

- A. The 3A and 4A Football Playoffs are 8-team brackets made up of a north region and a south region for each classification.
- B. Zones will determine their representatives to provincials for 3A and 4A.
  - I. The North Central Zone and North West Zone are combined and must coordinate with one another to determine their representative to ASAA quarterfinals.
  - II. If a team plays in a league that is made up mostly of teams from a different zone, that school (or the zone manager of the impacted school(s)) may submit a request to the ASAA Executive to compete out of their league's zone for football only. Requests must be submitted by June 15.
- C. Quarterfinal and semifinal matchups will be determined based on proximity (i.e. north and south regions).
  - I. North Region - Edmonton, North Central/North West, North East
  - II. South Region - Calgary, South, South Central
  - III. Central Zone will float and act as an opposite to the wildcard
- D. Regional matchups and host privileges will alternate on an annual basis. Ideally, zones will host once every two years, but may have to travel two years in a row because of wildcard allocations.
- E. All teams must register and declare their intention to participate in provincials through their zone manager by June 15.
- F. If a zone does not have a team registered (with intention to compete in provincials) by June 15, their spot in that classification will be considered a wildcard.
- G. Wildcards are awarded to the zone with the highest number of registered teams as of June 15 in that classification. If that zone already has a second berth, the wildcard will go to the zone with the next highest number of teams. A zone cannot receive more than one wildcard.
  - I. Where a zone has more than one berth, it is that zone's responsibility to determine which team is their #1 representative and which team is #2. This must be communicated to the ASAA office by the Monday before the quarterfinals.
  - II. If there is a tie between zones for the highest number of teams registered, the ASAA office, in consultation with the commissioner and the ranking committee, will make the final decision on which zone receives the wildcard.
- H. If the wildcard allocation results in an unreasonable travel expectation for the wildcard team, the ASAA reserves the right to adjust the brackets to ensure greater travel equity.

Wildcards will not be granted home field advantage unless mutually agreed upon by both teams and approved by the ASAA office.

- I. If a team receives an automatic berth into the quarterfinals by virtue of being the only team in a zone at a given classification and pulls out of the quarterfinal game after September 30, that team will be charged \$1,000. The \$250 quarterfinal entry fee payable to the ASAA office and \$750 to the replacement team.
- J. The final draws for each classification (absent of team names) will be sent out by the ASAA office no later than June 30.

**5A**

- A. The 5A Football Playoff is an 8-team Oregon-style bracket which is seeded 1-8, with the higher seed acting as host.
- B. There is no limit to the number of teams that can register for 5A. The top 10 teams will be ranked, and the top 8 teams after the final rankings will move into the playoffs. Once the top 8 are finalized, they will be seeded, and the single game elimination playoff structure will be followed.
- C. To be eligible for 5A ASAA playoffs, teams must be registered in the highest division of their league (if relevant) and must participate in any relevant league or zone playoff game.
- D. Independent teams must schedule at least four games against ASAA competition, one of which must be against 5A teams.

**Rankings**

- A. 5A teams must submit their game results into SRS throughout the season as soon as possible after each game. Rankings will be determined on submitted game results only. Teams are required to submit at least three games in order to be ranked.
- B. Rankings shall be done for 5A by a rankings committee. Recruitment and formation of the committee will be the responsibility of the Commissioner, who shall serve as the Chairperson of the Committee.
- C. The committee shall consist of five members and the Chairperson, with all but the Chair having voting privileges except in the event to break a tie. A Football Alberta representative will have an opportunity to be on the committee but not as a voting member. The committee will be formed as follows:

Chairperson: ASAA Football Commissioner  
 Northern Representative (NC/NW/NE Zones)  
 Edmonton Representative

Central Representative  
 Calgary Representative  
 South Representative (SC/South Zones)

- D. Ranking Committee members cannot be a coach or Athletic Director at a school with a 5A team.
- E. The official ASAA Football Rankings Information Package will be posted on the ASAA website by June 15 each year. This will include ranking guidelines, timelines for score submissions, ranking submissions, ranking postings, and the appeal process.
- F. There will be two ranking periods. Based on the results submitted, each ranking committee member will determine a provincial top 10.
- G. For each ranking period, the Chair shall review the ranking committee selections and award points to the teams according to their ranking (#1 – 10 points, #2 – 9 points, etc). The Chair shall then total the points into a single listing and rank the teams from highest to lowest according to their total points for that ranking period.
- H. In the event of a tie, the Chairperson shall apply the following:
  - I. Outcomes of any games between the tied teams.
  - II. Outcome of any games against common ranked opponents.
  - III. Outcome of any games against common unranked opponents.
  - IV. Previous ranking of both teams.
  - V. Chair's decision – based on the information provided.
- I. Undefeated teams at the time of final rankings will be guaranteed a spot in the top 8.
- J. After the final rankings are completed, the ranking committee will create the ASAA provincial draw by seeding the top 8 teams. It is the job of the committee to produce the most competitive draw. The goal is to have a balanced draw that best reflects the entire season. The seedings will avoid opening round games matching up two teams from the same league or zone provided that the integrity of the draw is not compromised.
- K. The final draw (including the seedings) shall be posted on the ASAA website. Teams not in the provincial draw will not receive a public final ranking. Individual ranking committee member selections are not provided.
- L. Schools wishing to appeal the final rankings and/or draw will be able to in accordance with the timelines established in the official ASAA Football Rankings Information Package. Such an appeal must be accompanied by a \$50 payment. The ASAA Football Commissioner will consult with the rankings committee based on the information available, and, with the approval of the Executive Director, will render a decision to the school. If the appeal results in a change to the rankings and/or draw and the subsequent inclusion of the appellant school, the \$50 will be refunded to that school. Appeals will only be considered if it has been submitted by the submission deadline and includes a complete season record along with a suggested alternate ranking.

## 5. Events

- A. Zones are responsible for hosting ASAA quarterfinal and semifinal games. Zones may delegate this responsibility to a school. All playoff games will be broadcasted, and played in a turf field stadium, which must have a score clock, change rooms, lights, spotter booth, adequate media and timers/scorekeeper booth, and appropriate spectator capacity. Furthermore, proceeds from gate admissions will cover costs of hosting the game (i.e. field rental, officials, medical, etc.).
  - I. Zones will be asked to submit their preferred location for quarterfinal and semifinal games to the ASAA Office by June 15. The ASAA will include the preferred quarterfinal locations when it publishes the schedules (by June 30).
    - a. Zones may request an exception from the turf field requirement for quarterfinal games provided all other hosting requirements are met. The request must be made to the ASAA Executive Director within two weeks of the quarterfinal.
- B. All five provincial finals will be played no later than the fourth Saturday in November and the preceding Friday night.
- C. The ASAA Football Provincial Championships (Alberta Bowl) will be organized by a committee comprised of the following representatives:
  - Chairperson (appointed by the ASAA Executive Director)
  - Host Zone Manager
  - Host Zone Member at Large
  - ASAA Football Commissioner
  - ASAA Office
  - Venue Liaison (non-voting member)
  - Football Alberta (non-voting member)

The venue for the ASAA Alberta Bowl will be set on a rotating basis. The adequacy of the stadium will be determined by the Chairperson and ASAA office based on the criteria above. If they determine the stadium to be inadequate, the Chairperson will look to use another venue, perhaps in a different zone.

2025 - South  
 2026 - Edmonton  
 2027 - South Central  
 2028 - Calgary  
 2029 - Central  
 2030 - South

Note: the 2024 Alberta Bowl will be in Grande Prairie

- D. The Alberta Bowl schedule will be as follows:

<b>Friday at 2:30pm</b>	6-a-side
<b>Friday at 6:00pm</b>	9-a-side
<b>Saturday at 11:00am</b>	3A
<b>Saturday at 2:30pm</b>	4A
<b>Saturday at 6:00pm</b>	5A

- E. All provincial quarterfinal and semifinal playoff games will take place on Saturdays, with game times as follows:

- I. Single Game: game time will be 1 pm
- II. Doubleheader: game times will be 12 pm and 2:30 pm
- III. Tripleheader: game times will be 11 am, 1:30 pm and 4 pm

**Note:** Where two or more games are scheduled for the same facility then the lowest class game would be scheduled first and the highest class game would be scheduled last.

**Note:** As per the Football Alberta Minor Provincials Policy & Procedures – in the case of minor provincial games being a part of multiple scheduled games in the same facility on the same day, the high school game(s) shall be the last scheduled game of the day, unless one or more of the minor games is a championship final, in which case they would be the last scheduled event of the day. This is subject to the cooperation of the minor leagues and the pecking order for booking facilities. Game times will be confirmed and finalized by the Football Commissioner with the approval of the Executive Director. Game times will be posted no later than 2 p.m. on the Monday preceding the games

- F. Decisions relating to postponement or cancellation of any provincial playoff game will be made by the Executive Director in consultation with the Football Commissioner, participating teams, the organizing committee, and Executive Committee where appropriate.
- G. In provincial playoffs, all games will begin with a coin toss. The head referee will toss the coin and the home team will make the heads or tails call. The winner of the coin toss will get the choice to kick, receive or defer to the second half.
- H. When the weather forecast predicts conditions of –15 or colder, the host team shall arrange sideline heating for both teams. Regardless of the forecast, if, for any provincial playoff game, the host team has sideline heating and/or player shelter, they must also provide the opponent with sideline heating and/or player shelter.
- I. All teams in all classifications who qualify for provincials must submit their two most recent game films to their opponent. Game film must be submitted to their opponent Sunday by noon prior to the provincial game. If there are any technical difficulties, the opposing team has to be notified by the Sunday deadline. Teams can request the involvement of the ASAA Football Commissioner if any issues are raised. Any member school not in compliance will receive a fine of \$250, at the discretion of the ASAA Executive Committee. Any member school not in compliance will receive a fine of \$250, at the discretion of the ASAA Executive Committee.

## 6. Fees and Officials

- A. Each team participating in provincial quarterfinals will be charged an entry fee. If the team advances, additional fees will be applied per round to cover:
  - I. Officials' game fees, travel, accommodations and meals for all provincial quarter, semi and final games.
  - II. Snow removal contingency annual allocation of \$1,000. Any unused funds will go to the snow removal contingency fund; available to partially or fully support financial losses incurred as a result of snow removal costs. Hosts wishing to request snow removal reimbursement must submit their financials and requests by January 30 of the following calendar year in order to be considered
  - III. Any funds left over will go into an Official Contingency Fund to cover any shortfalls resulting from the costs noted in (I.) above.
- B. All provincial playoff games will use five officials for the 6-a-side and 9-a-side games and six officials for 12-a-side games.

## 7. Equipment

For jerseys, it is the responsibility of the visiting team to ensure that there is not a conflict regarding similar jersey colour (i.e. primary and base colours the same). In order to do this, the visiting team will contact the host team by Monday prior to the game to enquire about team jersey colour. In the event of a conflict, the visiting team is responsible for wearing another set of jerseys.

- A. Players are prohibited from being equipped with any electronic, mechanical or other signal devices for the purposes of communication with any source. (Exception: A medically prescribed hearing aid of the sound-amplification type for hearing-impaired players.) Penalty: 15 yards and disqualification of the player. Penalize as a dead-ball foul at the succeeding spot.
- B. All host teams for provincial playoffs must provide an electronic time clock on site that is visible to both teams.
- C. The official game ball to be used for ASAA provincial football games (quarterfinals, semifinals and finals) will be the Nike Championship (leather).
  - I. Each team will supply the referees with three balls and the referees will choose three balls from the six provided to be used as the game balls.

## 8. Sideline Live Replay Capable Video Availability

- A. For all provincial playoff games, the following guidelines must be followed:
  - I. A team desiring to use sideline live/replay technology must inform the opposing coach of that desire with specifics as to type (product) and camera angle by Sunday 9:00 pm prior to the game.
  - II. The opposing coach may agree to the use of technology as proposed conditional on having access to the same video feed and equivalent technology and must make that known by Monday 9:00 pm prior to the game, the responsibility of providing that access rests on the proposing team.
  - III. The opposing coach may agree to the use of technology and waive the requirement to have access to the same video feed and equivalent technology and may not change that position after Wednesday 9:00 pm of game week.
  - IV. The opposing coach retains the right to veto the use of that technology for the game but MUST make that known to their opponent no later than Wednesday 9:00 pm prior to the game.

## SECTION XIV GOLF

### 1. Rules

The playing rules of the RCGA and local rules as proclaimed by the host club shall govern the golf tournament of the ASAA.

### 2. Season of Play

The season of play for golf shall be May 1 to the last Monday/Tuesday in September. The season of play is not intended to include July and August. Practices in the fall may begin August 16. See SECTION V – ACTIVITIES, Item 3, for more information.

### 3. Zone Representation

A. By June 15, each zone will declare their intention to send teams to Provincials the following September. Zones must indicate their intention to run both 1A/2A and 3A/4A in boys and girls competitions.

#### B. Team Berths

Zone Managers must declare their entry into provincial golf by 4:00 p.m. on the Tuesday prior to the provincial golf championships, indicating how many teams competed in their zone tournament. Player/team information, other than from the zone manager or designate as confirmed with the ASAA office, will be discarded.

- I. If a zone has 15 registered ASAA school golf teams competing at their respective zone tournament, they will receive a second berth at provincials in their respective category(ies). With the exception of the host zone(s), no zone may have more than two berths per category.
- II. The school(s) hosting provincial golf shall have an automatic berth in provincials for both boys and girls teams. Schools from two zones will be allowed to co-host provincials. If there are two schools co-hosting provincials, each will receive a host berth for both girls and boys teams. These berths are in addition to the zone berth and any wildcard berths that may be awarded. With the exception of the host zone(s), no zone may have more than two berths per category.
- III. A wildcard team will be provided to a zone for each category (i.e., 1A/2A and 3A/4A for boys and girls) based on results from the previous three championships. Points will be awarded as follows: five points for winning, three points for second place and two points for third place. The cumulative total for the last three years will determine the wildcard. If there is a tie, the zone that had the highest team finish the previous year will receive the berth. Any zone that already has two teams qualifying for provincials (except the host zone) will be ineligible for the wildcard berth.

#### C. Individual Berths

- I. Zones that have one tournament per gender: The lowest three individual scorers in addition to students on the zone winning team and or wildcard if applicable are eligible for provincials. Zones may fill open competition spots with the next lowest score.
- II. Zones with split tournaments (typically 1A/2A together and 3A/4A together): The lowest two individual scorers from each site in addition to students on the zone winning team are eligible for provincials. Zones may fill open competition spots with the next lowest score from the respective site.
- III. At a zone competition qualifying tournament, players must show competency in the sport by scoring under 135 for 18 holes. Any player shooting more than 135 will not be eligible to compete at provincials. In the event that a zone tournament is played with a maximum stroke limit per hole, then the enforced maximum total score that golfers will need to meet will be 130. Scores above 130 can still be appealed as per the note below.

**Note:** For individuals shooting between 135 and 140, (130 if zone has stroke limit), it will be at the discretion of the Golf Commissioner and the Executive Director to allow participation at provincials. Any appeal made will require the submission of the golfers scorecard from zone tournament.

- IV. Girls will also be allowed to go to provincials as individuals if they score 90 or better in their zone tournament and have not qualified with their respective teams.
- V. Boys will also be allowed to go to provincials as individuals if they score 76 or better in their zone tournament and have not qualified with their respective teams.

### 4. Events

- A. The tournament shall consist of two rounds of 18 holes.
- B. Hosting of the provincial championship will be set on a rotating basis through the establishment of eight regional hosting Zones.

Rotation:

2024 - North West	2025 - South
2026 - Edmonton	2027 - Calgary
2028 - Central	2029 - North Central
2030 - South Central	2031 - North East

#### C. Team Competition

- I. There shall be four provincial team competitions: 1A/2A Boys, 3A/4A Boys & 1A/2A Girls, 3A/4A Girls. Here is the timeline for establishing classifications:

April 30 - projection numbers will be used by the ASAA unless the school's classification is expected to change.

September 15 - any school which is expecting their September 30 count to differ enough from the April 30 projection to change their classification must report this to the ASAA Executive Director (this policy supersedes Policy Section III.Membership 1.A). Failure to do so will result in that school competing at whichever is the higher classification and paying a \$500 fine; any team award that may have been won by that school at the wrong classification will be vacated.

1A or 2A schools may choose to opt up to the 3A/4A event, but cannot play in both categories. 1A and 2A schools wishing to opt up must do so by September 15.

## II. Team Composition

- a. Each team shall consist of three or four members from the same school. Each member shall play two rounds of 18 holes.
- b. Each team that qualifies for provincials will be allowed to name one alternate for the provincial tournament. At the provincial tournament, if a player who qualified is unable to play on either or both days due to circumstances beyond their control (illness, injury, family emergency) the coach may substitute in this player. This player's score will count towards the team tournament score only. This player will be ineligible for the individual trophy (having not qualified themselves) regardless if they play both days.
- c. Inclusion of alternates must be approved by the Executive Director or the Golf Commissioner.

## III. A team's score shall be compiled for each round using the best three gross scores on each hole (not necessarily the same three golfers for each hole).

## IV. Playoffs

- a. Teams tied for first after the two rounds will play extra holes until the tie is broken. The host coordinator will determine the extra hole(s) to be played at the time of the playoff in conjunction with the course director. The coach will determine the three competitors. The team winning the playoff will be awarded gold medals, and the losing team(s) will be awarded silver. Bronze medals will not be awarded if multiple teams win silver medals.
- b. Teams tied for second place after the two rounds will all receive silver medals. No playoff will be held and bronze medals will not be awarded.
- c. Teams tied for third place after the two rounds will all receive bronze medals. No playoff will be held.

## V. Individual Competition

- a. There shall be two individual competitions: one for boys and one for girls.
- b. All members of boys and girls zone teams are eligible to compete in their respective individual competitions.
- c. Each individual competitor shall play two rounds of 18 holes and the total gross score shall be used to determine the champion.
- d. It is recommended that golfers with higher handicaps play in groups of three rather than four. It is also recommended that groups of three with a combined index of more than 75 and groups of four with a combined index of more than 100 have an adult walker with the group.
- e. Playoffs
  - i. Individuals tied for first after the two rounds will play extra holes until the tie is broken. The host coordinator will determine the extra hole(s) to be played at the time of the playoff in conjunction with the course director. The individual(s) winning the playoff will be awarded gold medals and the losing individual(s) will be awarded silver. Bronze medals will not be awarded if multiple participants win silver medals.
  - ii. Individuals tied for second place after the two rounds will all receive silver medals. No playoff will be held and bronze medals will not be awarded.
  - iii. Individuals tied for third place after the two rounds will all receive bronze medals. No playoff will be held.
- f. Power Cart

If an athlete provides medical certification showing that they have a permanent disability and require the use of a power cart, that athlete will be allowed to use a power cart at provincials. Discretion for acceptance of the medical certificate will be the responsibility of the Golf Commissioner and the Executive Director.

## 5. Officials

The ASAA recognizes the Alberta Golf Association as the official organization for the training and certifying of officials and gives its full support through the use of certified officials. Officials shall be appointed as follows:

- A. In provincial competition, the competition Chair and the ASAA Commissioner are responsible for ensuring that qualified and certified RCGA rules officials are present to deal with all issues, interpretations and questions arising out of rule interpretations and infractions
- B. Course marshals shall be on course at all times with the capability to communicate immediately with the rules official where rule interpretations are required.

## SECTION XV RUGBY

### 1. Laws

The playing laws used by the ASAA for Rugby shall be those endorsed by World Rugby for Rugby U-19 play with the following clarification:

- A. Should any player be ejected from a game due to dangerous play, that player is ineligible to participate in the following game of the tournament. Appeals of any cards must follow the guidelines set out in the tournament package.

### 2. Season of Play

The season of play for rugby shall be February 15 to the Provincial Championships on the weekend prior to the start of provincial exams (the first or second weekend of June). See SECTION VIII – ACTIVITIES, Item 3, for more information.

### 3. Eligibility

All levels of competition involving students from ASAA member schools must follow all Bylaws, Code of Ethics and Policies set forth in the ASAA handbook, including eligibility and supervision requirements.

- A. High school students are not permitted to play on a non-school rugby team during the ASAA rugby season of play.
- B. Eligibility for rugby will be limited to students enrolled in grades 10–12 except in 1A and 2A classified schools where onsite grade 9 students may be registered for team participation. Any liability or insurance issues with grade 9s playing must be addressed at the school jurisdiction level.
- C. Schools may register one rugby program per gender; the deadline is May 1. Students registered on the school's rugby program are permitted to play both 7s and 15s for their school. Students may not be registered on more than one rugby program (e.g. if school A has a 7s team but not a 15s team, any student registered in school A's rugby program may not compete on another school's 15s team and/or a joint team).
- D. 15s teams are eligible to compete in 7s tournaments.
- E. For 15s teams to be eligible for participation at the ASAA Provincial Rugby 15s Championships they must have played an equivalent of at least 180 minutes of game participation.
- F. Two or more schools may combine to form one rugby team if the zone approves of such an arrangement. Insurance and liability issues involving students from one school playing for another school are the responsibility of the member schools involved and their local school jurisdictions.

### 4. Events

#### A. 7s

- I. A Rugby 7s Championship will occur two weeks before the Rugby 15s Provincial Championships.
- II. Regarding Policy VIII.6: as an existing activity prior to the implementation of that policy, the ASAA will continue to support 7s by providing provincial championships in two classifications:
  - 3A: <800
  - 4A: 800+

This support will be revisited every five years (years ending in 0 & 5).
- III. Hosting of the 7s Championship is open to bids from a school or zone. If no bids are presented, the championship will be awarded based on a rotation as follows:
  - 2025 - Edmonton
  - 2026 - Lethbridge
  - 2027 - Calgary
  - 2028 - Other\*

\* If no host bids are received, Edmonton will assume the 2028 host responsibility and the rotation will start again with Lethbridge in 2029.
- IV. The Rugby Commissioners, will confirm the draw one week after the May 15 deadline, when the number of zones with teams intending to attend the Championship is confirmed. The following criteria will be used to determine the draw:
  - a. Zones will determine their representatives to the Championship
  - b. Each zone with at least one eligible team will be guaranteed a berth
  - c. If there are less than six teams in a gender and classification, classifications will be combined. If the total number after combining classifications is still less than six teams, that category will be canceled for that season.
  - d. The number of teams competing cannot exceed 10 in each classification per gender
  - e. Wildcard or Vacant Berth Allocation:

In the event that a draw needs to be filled with non-zone-winning teams, the Commissioners will award berths to zones at their discretion upon approval by the Executive Director. The commissioners will use a number of factors, including, but not limited to the following (not necessarily in order):

- previous years results
- current season perceived strength of zones
- number of teams registered in each zone

f. Teams will be divided into pools by the commissioners

- i. Teams from the same zone will be placed in separate pools when possible

V. Event rosters shall not exceed 19 players. The number of interchanges must not exceed 14.

VI. Teams will play the other teams within their pool and be ranked at the conclusion of pool play. The following point system will be used:

Win	4 Points
Tie	2 Points
Bonus: 4 tries or more	1 Point
Bonus: Loss by 7 or less	1 Point
Loss by more than 7	0 Points

a. Tie Break

- i. Head to Head
- ii. Win/Loss Ratio
- iii. Number of Tries
- iv. Coin Toss

B. 15s

I. Hosting of the Provincial Rugby 15s Championships will be set on a rotating basis:

- 2025 – Lethbridge
- 2026 – Edmonton
- 2027 – Calgary
- 2028 – Other\*
- 2029 – Lethbridge (repeat rotation)

\* If no host bids are received, Lethbridge will assume the 2028 host responsibility and the rotation will continue with Edmonton in 2029.

The ASAA will declare provincial rugby 15s champions in two classifications for boys and girls:

- 3A: <800
- 4A: 800+

II. The Rugby Commissioners, in consultation with the Executive Director, will confirm the draw one week after the registration deadline of May 15, and the number of zones with teams intending to attend Provincials is determined. The following criteria will be used to determine the draw:

7 or 8 zones = 8-team draw (2 pools of 4 or an Oregon draw if required)

6 zones or less = 6-team draw (2 pools of 3)

Every effort will be made to keep teams from the same zone from meeting in the first round or being placed in the same pool.

#### Notes

a. Teams that withdraw their intent to compete at Provincials after the draw has been confirmed will be subject to a penalty equal to the tournament entry fee, which will be paid to the organizing committee directly. This fee will be in addition to the late withdrawal fee of \$250. The Executive will have the sole discretion to impose the penalty based on the rationale provided by the offending school.

b. Wildcard or Vacant Berth Allocation:

In the event that a draw needs to be filled with non-zone-winning teams, the Commissioners will award berths to zones at their discretion upon approval by the Executive Director. The commissioners will use a number of factors, including, but not limited to the following (not necessarily in order):

- previous years results
- current season perceived strength of zones
- number of teams registered in each zone

**Note:** If there are less than six teams in a gender and classification, classifications will be combined. If the total number after combining classifications is still less than six teams, that category will be canceled for that season.

III. There shall be a limit of 35 players registered on each team's Provincial Roster. Before each match a team must nominate 25 players on a game sheet that indicates name, unique jersey number or letter, captain(s) and



designated forwards as per World Rugby law 3.5 (a) and U-19 Variation 3.5 (c). Only players on the game sheet may play, with a maximum of 10 substitutions.

- IV. Length of provincial tournament games will be reduced as necessary to keep within the World Rugby maximum number of minutes allowed.
- V. Decisions relating to the postponement or cancellation of any provincial playoff game will be made by the ASAA Executive Director in consultation with the ASAA Rugby Commissioners, the Rugby Alberta Minor Officials Association, and the participating teams. In the event of postponement, the championship will be held before the last operational school day in June.
- VI. In provincial competition, all games will begin with a coin toss. The referee will toss the coin and the home team (higher seeded team) will make the heads or tails call. The winner of the coin toss will have the choice of kick or side.
- VII. Tie Break Procedures
- If there is a tie at the end of any of the qualification games, each team shall choose three (3) kickers from the athletes on the field at the conclusion of the game, to drop kick at goal from the 15m line. The referee shall select the spot from which the kicks shall be taken (approximately at centre). The kickers from each team will alternate. All kickers will kick and the team that scores the higher number of successful kicks out of three (3) shall be deemed the winner of the match.
  - If there is no winner at the conclusion of "a", teams choose one player that was on the field at the conclusion of the game (this may include one of the first 3 kickers) to take all remaining kicks. The kick will take place at approximately the 15m mark and may be either a place kick or drop kick. This series of kicks will end once one team has had a successful kick and the opponent an unsuccessful kick. After the first kick at the 15m mark, subsequent kicks will be placed using the following:
    - If both kickers are unsuccessful twice, the kick will be moved 5m closer to the posts to a minimum of 10m.
    - If both kickers are successful, the kick will be moved 5m further from the posts until one kicker is successful and the other is not.
    - If there is a tie at the end of final/classification games, the teams will play one ten minute overtime period with teams switching ends at half, provided the game is not longer than 60 minutes. If there is still a tie at the conclusion of the overtime, the game will be decided by the tie break procedure for qualification games.
- VIII. Round Robin Play
- If a round robin game ends in a tie, the tie breaking procedure must be used immediately (drop kicks) in case there is a "points tie" between teams at the end of round robin play. This does not determine a game winner, but facilitates breaking a tie later if necessary.
  - In an 8-team draw, the first place team from each pool will compete for the championship, second place teams for 3rd, third place teams for 5th, and fourth place teams for 7th. In a 6-team draw, the top two teams from each pool move onto the championship side on Saturday, and the 3rd place teams will play each other for 5th.
  - Teams will earn points in the standings after each game according to the following:
 

Win	4 Points
Tie	2 Points
Bonus: 4 tries or more	1 Point
Bonus: Loss by 7 or less	1 Point
Loss by more than 7	0 Points
  - The standings at the completion of the round robin will be determined by the ranking of teams according to points awarded above.
  - If, at the conclusion of the round robin, there is a tie between teams based on points awarded, the team with the better win/loss record against the teams with which they are tied shall be deemed higher in the standings.
  - If the teams are tied had a draw in the round robin, the team that won in drop kicks will be ranked ahead
  - If there is still a tie, the team that scored the most tries in games against each other shall be deemed higher in the standings.
  - If there is still a tie, the team that scored the most goals (converted tries being of higher value than unconverted tries) in games against each other shall be deemed higher in the standings.
  - If there is still a tie, the team that scored the most drop goals in games against each other shall be deemed higher in the standings.
  - If there is still a tie, the team that scored the most penalty goals in games against each other shall be deemed higher in the standings.
  - If there is still a tie, the team that has a higher points differential (game points for divided by points against) shall be deemed higher in the standings.

- I. If there is still a tie, the above process will begin again and include complete pool results.
- m. If there is still a tie, there will be a coin toss.

**5. Fees and officials**

- A. Each team participating in the Rugby 7s Championship or the Rugby 15s Championship will pay an entry fee to cover the costs of the Championship.
- B. The ASAA will work with the Rugby Alberta Minor Officials Association to provide officials for the 7s and the 15s Championships.
- C. All provincial games will use one match official and two assistant referees for each match.

**6. Equipment**

**A. Uniforms**

- I. Uniforms, protective equipment and any additional clothing, must conform to World Rugby laws. Players shall wear kits consisting of numbered jerseys, shorts and stocking colour that is uniform with that of their team. No duplication of numbers is allowed. All competitors are expected to dress in uniforms that are neat, clean and that maintain the integrity of the school's name, colours and logo. No sport club insignia on uniforms shall be permitted.
- II. In the event of a clash, the host will provide jerseys to one team for the duration of the match. If a change in jersey is necessary, the lower ranked team will change jerseys (15s) or it will be decided at the coaches' meeting (7s).

**B. Official ball**

The official game ball to be used for ASAA provincial rugby games (7s & 15s) will be the Rhino Comet Match Rugby Ball.

## SECTION XVI TEAM HANDBALL

### 1. Rules

The playing rules used by ASAA shall be those endorsed by the International Handball Federation (IHF), with the following modifications:

- A. Players are not permitted to use Stickum during any competitions.
- B. Appeal Procedure
  - I. If a school team wishes to appeal a match, such appeal must be written on the appropriate score sheet within 10 minutes of the conclusion of the match. The scorekeeper will then hand it in to the Disciplinary/Grievance Committee.
  - II. The decision of the appeal will be made public one hour prior to the next match in the tournament or 24 hours in league play, to the team of the player or official involved.
  - III. Appeal decisions are final.
  - IV. Matches cannot be appealed due to court lines or jersey number related matters.
- C. Any disqualification due to a blue card should go to the Disciplinary/Grievance Committee for a decision.

### 2. Season of Play

The season of play for team handball shall be February 15 to the Provincial Championships on the second Friday and Saturday of May. See SECTION V –ACTIVITIES, Item 3, for more information.

### 3. Eligibility

- A. Schools must declare their intent to participate in provincials on or before the registration and opt-up deadline and additional players may be added until the 15th of April.
- B. There shall be a maximum of 4 coaches. For each game a maximum of 16 players can dress and must be designated on the game sheet prior to commencement of game.
- C. Two schools may combine to form one team handball team. The team will compete under the name of the school with the greatest number of athletes.

Note: Insurance and liability issues involving students from one school playing for another school are the responsibility of the member schools involved and their respective school jurisdictions.
- D. Athletes of one gender must compete for a school team of athletes of the same gender.
- E. Eligibility for team handball will be limited to students enrolled in grades 10–12 except in 1A classified schools where onsite grade 9 students, in the primary school only, may be registered for team participation. Any liability or insurance issues with grade 9s playing must be addressed at the school and jurisdiction level.

### 4. Representation to Provincials

- A. Zones must declare intent to participate in the provincial tournament by March 22. Determination of the draw will be made following the March 22 registration deadline.
- B. Each ASAA Zone will determine their representative to provincials annually by the Saturday prior to provincials.
- C. If multiple zones that have six or less teams combined, they may be mandated to combine for one berth to provincials. This decision will be made by the Executive Director, in consultation with the Team Handball Commissioner, factoring in travel distance and other logistics. This decision will be made by April 1.
- D. In the event that the Team Handball Provincial Championships are hosted by a specific school or zone, that school or zone will get a host berth separate from the zone berth into the tournament for each gender.

Notes:

- I. Teams that withdraw from provincials following the confirmation of the Provincial schedule may be subject to the ASAA no-show fee of \$250.
- II. Vacancies in provincial berths will be filled by the Team Handball Commissioner with the approval of the ASAA Executive Director.

### 5. Events

- A. The ASAA Provincial Team Handball Championships will be played in Edmonton on the second Friday and Saturday of May, plus the preceding Thursday.

The event will be organized by a committee comprised of the following representatives:

Chairperson (appointed by the ASAA Executive Director)

ASAA Team Handball Commissioner

At Large Member

ASAA Office Liaison

Venue Liaison (non-voting member)

Alberta Team Handball Federation (non-voting member)

- B. The Team Handball Commissioner, in consultation with the Executive Director, will confirm the girls and boys draws one week after the April 15 deadline, when the number of zones with teams intending to attend Provincials is confirmed. The following criteria will be used to determine the draw:
- I. There must be an even number of teams. To ensure this, some zones may receive more than one berth; determination of which zone(s) get(s) extra berths is at the discretion of the Team Handball Commissioner, in consultation with the ASAA Executive Director
  - II. The number of teams cannot exceed 8 per gender
  - III. The number of teams cannot be less than 6 per gender: in this instance, the Championship will be canceled for that season
  - IV. Teams will be divided into two pools
    - a. Teams from the same zone will be placed in separate pools when possible
- C. Length of provincial championship games will be two twenty five (25) minute halves and a five minute half time. This is in accordance with the (ATHF) rules of the game.
- D. **Tournament Play**
- I. Two points will be awarded for a win and zero points for a loss per match.
  - II. If two or more teams are tied at the end of round robin play, the following tiebreaker order will take place – head-to-head win, then goals for and against between the teams, then goals for and against in round robin, then most goals for in round robin, then least goals against in round robin. If still tied a coin toss will take place by the championship chair or ASAA representative.
  - III. Ties in round robin and play-offs will go into two 2-minute overtime with no half time break. If still tied, there will be a three player shoot-out, and if still tied after three shooters, a sudden death shoot-out will take place.
  - IV. After round robin play, the top two teams from each pool will move to the championship side.
    - a. If the tournament is 8 teams, the bottom two teams from each pool will play on the consolation side.
    - b. If the tournament is 6 teams, the third place teams from each pool will play for consolation.

#### Notes

Teams that withdraw their intent to compete at Provincials after the draw has been confirmed will be subject to a penalty equal to the tournament entry fee, which will be paid to the organizing committee directly. This fee will be in addition to the late withdrawal fee of \$250. The Executive Committee will have the sole discretion to impose the penalty based on the rationale provided by the offending school.

### 6. Fees and Officials

- A. Each team participating in team handball provincials will pay an entry fee to cover the costs of the tournament.
- B. The ASAA will work with the ATHF to provide officials for the provincial tournament.
- C. All provincial championship games will use two referees.

### 7. Equipment

#### A. Uniforms

Uniforms and protective equipment must conform to IHF rules and regulations. All players are expected to dress in team uniforms that are consistent with school colors; no club insignia shall be permitted. The goalkeeper must wear colors that distinguish them from the court players of both teams and the goalkeeper of the other team. No duplication of numbers is allowed.

#### B. Official Ball

The official game ball will be an Alberta Team Handball Federation approved size 2 (boys) and size 1 (girls).

### 8. Championship Status

As an existing activity prior to June 2023, team handball will maintain championship status with the ASAA provided the following conditions are met:

- A. There are separate competitions for boys and girls
- B. There is only one classification for each gender
- C. Championship hosts are in place by the start of the season of play
- D. A commissioner is in place by the start of the season of play
- E. By the 2027/28 season, there will be at least five zones, thirty schools, and 250 students competing in both boys and girls.
- F. By the 2029/30 season, there will be at least six zones, forty schools, and 300 students competing in both boys and girls.

If team handball does not meet the above criteria, it will be moved to Festival status and/or be subject to the deletion policy.

## SECTION XVII TRACK & FIELD

### 1. Rules

The World Athletics (WA) rule book and World Para Athletics (WPA) is to be used to govern ASAA events with the following exception:

- A. The ASAA will allow one (1) false start. The first infraction will be charged to the field, with the second resulting in the disqualification of the athlete and/or team.

### 2. Season of Play

The season of play for track & field shall be February 15 to the ASAA provincial championship on the first Friday and Saturday in June. The season of play is not intended to include July and August. See SECTION V – ACTIVITIES, Item 3, For more information.

### 3. Eligibility

- A. There shall be three age categories for both boys and girls:
  - I. Junior - under 16 before September 1 of that school year
  - II. Intermediate - under 17 before September 1 of that school year
  - III. Senior - under 19 before September 1 of that school year

**Note:** Students with a birthday on September 1 of that school year must compete in the higher category.
- B. Competitors are limited to competition in one category only with the exception of open events. Any competitor may compete in an open event.
- C. Zones are permitted two competitors/relay teams per event.
- D. Each competitor may enter a maximum of four events. The relay is considered a track event.
- E. All zone entries must be in the hands of the meet director (regional or provincial) by 12:00 p.m. on the Tuesday preceding the respective meet.
- F. Athletes registered in an age category as of the deadline must remain in that age category. At the coaches meeting prior to the meet, substitutions and scratches will be allowed but changing age categories will not be allowed.

### 4. Events

- A. The ASAA provincial competition will be a two-day event beginning Friday morning. There will be a morning and afternoon session on Friday and Saturday.

- B. The ASAA Provincial Track & Field Championships will be organized by a committee comprised of the following representatives:

Local Organizing Committee (LOC)  
 Competition Secretary (appointed by the ASAA Executive Director)  
 Meet Director (appointed by the ASAA Executive Director)  
 Assistant Meet Director  
 Volunteer Coordinator

#### Other members

Host Zone Manager (if not already on LOC)  
 Host Zone Member at Large (if not already on LOC)  
 Previous Year's Host Zone Member at Large (if applicable)  
 ASAA Office Staff  
 ASAA Track & Field Commissioner  
 Athletics Alberta (non-voting member)  
 Venue Liaison (non-voting member)

Hosting of the Provincial Championships will be set on a rotating basis

2025 - Calgary (hosted by Central Region - C/SC)

2026 - Calgary (hosted by CSHSAA/CISAA)

2027 - Open to bid (except from Calgary or Edmonton)\*

2028 - Edmonton (hosted by North Region - NC/NE/NW)

2029 - Edmonton (hosted by Edmonton)

2030 - Open to bid (except from Calgary or Edmonton)\*

\*If no bids are presented by the November 1 deadline, the event will be held in Calgary or Edmonton (whichever is up next).

If a rural zone does not bid to host the event in their zone, they will be asked to host in either Calgary or Edmonton; the Executive Director has the authority to assign hosting responsibilities based on recency.

The Board of Governors will review bids to host in venues other than Foothills Athletic Park or Foote Field; the board has the authority to reject bids that do not meet the standards appropriate for a Provincial Championship.

- C. The track & field events shall be scheduled by the provincial chairperson in conjunction with the Track & Field Commissioner.

## D. Events

## I. Boys Events

100 m	100m Ambulatory	100m Wheelchair
200 m	200m Ambulatory	200m Wheelchair
Shot Put	Shot Put Ambulatory	Shot Put Seated
400 m	Javelin	Pole Vault
800 m	Triple Jump	Discus
1500 m	Long Jump	4x400 m Open Relay
3000 m	High Jump	4x100 m Relay
100 m Hurdles		300 m Hurdles*
Pentathlon (100m-SP-LJ-HJ-800m) – open event**		

## II. Girls Events

100m	100m Ambulatory	100m Wheelchair
200m	200m Ambulatory	200m Wheelchair
Shot Put	Shot Put Ambulatory	Shot Put Seated
400 m	Javelin	Pole Vault
800 m	Triple Jump	Discus
1500 m	Long Jump	4x400 m Open Relay
3000 m	High Jump	4x100 m Relay
80 m Hurdles		300 m Hurdles*
Pentathlon (100m-SP-LJ-HJ-800m) – open event**		

\* Open event

\*\*A student athlete participating in Pentathlon may compete in one other ASAA event (individual or relay)

## III. Mixed Events

4x400 Mixed Relay  
 Unified Multi-event (turbo javelin, long jump, 400m)

## IV. Para Division and Physical and Intellectual Disabilities

Classifications Key – T = Track      F = Field

*Athletes with a Visual Impairment – Ambulatory*  
 T/F 11–13

*Athletes with an Intellectual Impairment – Ambulatory*  
 T/F 20

*Athletes with Cerebral Palsy*  
 T/F 35–38 – (Ambulatory)

*Athletes with an Amputation & Les Autres – Ambulatory*  
 F 40–41, Short Stature

T/F 42–44 – Lower limb amputees

T/F 45–47 – Upper limb Amputees

WheelChair Seated

T/F 51–54

F 55–58

F 32–33

T/F 44

## V. Standards

Discus	All girls use 1 kg Junior and Intermediate Boys use 1.5 kg Senior Boys use 1.75 kg
Shot Put	Junior and Intermediate Girls use 3 kg Senior Girls use 4 kg Para Girl athletes use 3kg Girls Pentathlon use 3 kg Junior and Intermediate Boys use 5 kg

- Senior Boys use 6 kg  
 Para Boy athletes use 4 kg  
 Boys Pentathlon use 5 kg
- Javelin  
 Junior and Intermediate Girls use 500 g  
 Senior Girls use 600g  
 Junior and Intermediate Boys use 700 g  
 Senior Boys use 800g  
 Unified Turbo Jav use 500g

#### Hurdles

Category	Distance of Race	Height of Hurdle	Distance from Start Line to 1st Hurdle	Distance between Hurdles	Number of Hurdles
Jr. Girls	80m	76cm (30")	12m	8m	8
Int. Girls	80m	76cm (30")	12m	8m	8
Sr. Girls	80m	84cm (33")	12m	8m	8
Girls	300m	76cm (30")	50m	35m	7
Jr. Boys	100m	84cm (33")	13m	8.5m	10
Int. Boys	100m	84cm (33")	13m	8.5m	10
Sr. Boys	100m	91cm (36")	13m	8.5m	10
Boys	300m	84cm (33")	50m	35m	7

- VI. All competitors in throwing events and horizontal jumping events will receive three trials with the top eight competitors receiving an additional three trials.
- VII. The 4x400m relays (open and mixed) will consist of two timed finals with random lane selection.
- VIII. All races up to and including the 400 m will be divided into two semifinals. Each race will include a maximum of one competitor from each zone. If possible, each semifinal in each event will have an equal number of competitors. Lane assignments will be selected randomly. First, second and third place finishers in each semifinal and the next two fastest competitors will advance to the finals. Lane assignments in the final will be according to the rules, using times from the semi finals.

#### 5. Fees and Officials

- A. Officials shall be appointed as follows:
- I. At zones – entire responsibility of the Zone Executive.
  - II. At provincial meet – the responsibility of the ASAA Track & Field Commissioner.
  - III. At the provincial meet, the Jury of Appeal shall consist of one representative from each region (4) plus the Commissioner as Chair.
- B. An entry fee may be levied at the discretion of the provincial host.

#### 6. Scoring

- A. Points will be awarded to all competitors numerically starting at 16 for 1st through to 1 point for 16th place.
- I. In running events where there is a preliminary heat, the athletes ranked 9th through 16th, will receive points accordingly.
  - II. All field events and 800m, 1500m, 3000m, 4 x 400m relay, and 4 x 400 mixed relay will have competitors ranked 1st through 16th.
  - III. All relay competitions will have points allocated depending upon the number of competitors representing a particular school. Each athlete from a school will be awarded  $\frac{1}{4}$  of the allocated points for finishing position.
  - IV. In Pentathlon, points will be awarded as follows: 1st – 24 points; 2nd – 22; 3rd – 20; 4th – 18; 5th – 16; 6th – 14; 7th – 12; 8th – 10; 9th – 9; 10th – 8; 11th – 7; 12th – 6; 13th – 5; 14th – 4; 15th – 3; 16th – 2.
  - V. Para contributes to school/zone points and the scoring is as follows:
    - 5 competitors or fewer: 1st – 8 points; 2nd – 6; 3rd – 4; 4th – 3; 5th – 2.
    - 6-10 competitors: 1st – 16 points; 2nd – 14; 3rd – 12; 4th – 10; 5th – 8; 6th – 6; 7th – 4; 8th – 3; 9th – 2; 10th – 1,
    - 11 or more competitors – use a scoring system as per all events.

- B. School team championships will be determined in four classifications: 1A, 2A, 3A and 4A.
- C. The championship trophies and banners are to be awarded to the top school in each classification accumulating the highest number of points.

#### 7. Equipment

##### A. Bib Numbers

Each athlete is to wear a number bib, which is to be 6" high. The allocation of numbers will be determined by the Provincial Host.

##### B. Hip Numbers

Photo timing is to be used at the provincial track & field meet. Track athletes will be required to wear hip numbers to aid the photo timers with lane placement.

##### C. Uniform

Athletes must compete in a uniform top that distinguishes their school or zone. Tops contrary to this rule will be considered illegal.

##### D. Footwear

Footwear must be worn while competing, with the exception of the kicking leg in the high jump event.



## SECTION XVIII VOLLEYBALL

### 1. Rules

The rules of Volleyball Canada shall govern ASAA Volleyball, with the following modifications:

- A. Substitutes – The unlimited 12 substitute rule will be used. The rule is as follows:
  - I. A team shall be allowed a maximum of 12 substitutions in any one game.
  - II. A player may leave the game and re-enter the game, but only for the same player. Players are ‘tied’ together; e.g., 7 for 12 – these two players are attached for that game and a player must re-enter for the same player.
- B. The top of the net is to be set at the height of 2.43 m for males and 2.24 m for females.
- C. Allow teams to list up to 15 players on the scoresheet.
- D. Athletes of one gender must compete for a school team with athletes of the same gender.
- E. The libero must wear a uniform whose jersey must contrast in colour with that of the other members of the team. The libero uniform may have a different design but it must be numbered like the rest of the team members.
  - I. The libero must wear a uniform shirt or jersey that is immediately recognized from all angles as being in clear contrast to and distinct from the other members of the team. The primary color of the libero’s jersey/shirt must be different from any colour that appears on more than half of the body of his/her teammates’ jerseys. In determining the body of the uniforms, the sleeves and collar should be ignored. The style and trim of the libero’s shirt, jersey and/or shorts may differ from their teammates.
- F. A team must start every match with six eligible players. In the event of an injury where a team has no eligible players available, the team may continue play with five players. The position in rotation that becomes vacant remains in the same rotational position and continues in the rotational order. Therefore, if the vacant position is in the front row, there are only two front row players, similarly in the back row. A point and the ball is awarded to the opposition when the vacant spot rotates into position one.

### 2. Season of Play

The season of play for volleyball shall be June 1 to the fourth Saturday in November. The season of play is not intended to include summer holidays, however, teams may begin their season on August 25. See SECTION V – ACTIVITIES, Item 3, for more information.

### 3. Officials

The ASAA recognizes Volleyball Alberta (VA) as the official organization for training and certifying officials and gives its full support through the use of certified officials.

- A. In provincial competition, VA is responsible for appointing officials.
- B. In provincial competition, the competition chairperson is responsible for ensuring that the minor officials – line judges and scorekeepers – are provided and properly trained.

### 4. Competitions

- A. There shall be eight provincial competitions that will terminate the volleyball season. All competitions will be held on the fourth weekend in November.

#### B. Format

##### I. 1A Format

Two pools of five will be determined by the Ranking Committee. At the completion of the round robin, At the completion of the round robin, the top four teams from each section will advance to an elimination bracket; the first place teams play the fourth place teams, the second place teams play the third place teams from the opposite section. All round robin and playoff games shall consist of rally point scoring, the best two of three games; first two to 25 points, third game to 15 points, all played to a two point difference with no cap.

If the 12-team provincial format is chosen, it will follow the same format as 2A / 3A

##### II. 2A / 3A Format

Three pools of four will be determined as per Item 5. Rankings.

All games shall consist of rally point scoring played to a two-point difference with no cap, and all matches will be best two-of-three.

#### Tie Breaker Policy

If teams are tied following pool play, the Volleyball Canada tie break procedure is used as outlined below. This system is used to rank teams in a section, but is not used to eliminate a team. If teams are tied for the last playoff spot, the lowest ranked team will play one game to 25 points (no cap – win by two points) against the next lowest ranked team. If the winner of this game is still tied with another team for the last playoff berth, these two teams will play one game to 25 points (no cap – win by two points) and so on, until the winning team is no longer tied for the last berth. For each of these elimination games, there will be a minimum warmup of 15 minutes [five minute warmup followed by 5–5 (serve within your five minutes)] to allow the teams an adequate warmup. If two or more teams are tied at the end of the preliminary round, the following criteria will be applied, in order:

- I. The team having the best ratio of won/lost matches, considering only matches played between the tied teams, will

- be ranked higher;
- II. The team having the best ratio of won/lost sets, considering only matches played between the tied teams, will be ranked higher;
  - III. The team having the best ratio of won/lost sets, considering all matches of the round, will be ranked higher;
  - IV. The team having the best ratio of points for/against, considering only sets played between the tied teams, will be ranked higher;
  - V. The team having the best ratio of points for/against, considering all sets played during the round, will be ranked higher;
  - VI. Any game needed to break ties will be a single game, rally point scoring to 25 points with a two point difference to determine placing.

Matches or games between tied teams (steps i, ii, and iv, above) means that only matches or games involving tied teams should be included in the calculations. Steps iii, and v, use all matches or games in the round robin to determine rankings of the tied teams. Ratios are calculated using won/lost ratio, not lost games/games won.

## 5. Representation to Provincials

### Additional Berths 1A-3A

- A. The ASAA office will calculate provincial championship history for teams representing their zones for the three years prior to the current school year. Teams representing their zone at provincials during this time will receive zone points based on the following criteria: gold medal–4 points; silver medal–3 points; bronze medal–2 points; 4th place–1 point\*. Cumulative three-year point totals for each zone will be calculated. The first additional berth will be awarded to the zone with the highest point totals.

\* note: if a zone has more than one berth in provincials, only the top finishing team from that zone at the end of provincials collects these points for the zone.

- B. For the final additional berths, each zone will receive one (1) eligible team to be considered for the wildcard berth. After each zone championship, the team(s) who are eligible to be considered for a wildcard berth will be the highest placed team in each zone that has not already qualified for the provincial championship (even if they are in the zone that is hosting the championship).
- C. During the provincial championship ranking conference call, the Ranking Committee will discuss the merits of each team, based on the strength of their zone, as well as each individual team's strength Provincially throughout the season. Based on the discussion and the recommendation of the Ranking Committee, the ASAA representative and the Volleyball Commissioners will choose the best team to receive the wild card berth into the Provincial Championships.
- D. If there is a tie between two or more zones for the first additional berth awarded through points, the zone with the highest standing at the completion of the previous provincial championship tournaments will be allocated the additional berth. If still tied, the zone with the highest place finish at the next most recent provincial championship shall be allocated the berth. If still tied, subsequent previous provincial competitions shall be reviewed in descending order until the tie can be broken.

### E. 1A Competition for Boys and Girls

- I. If the school has one court available for competition, there will be 10 teams at the 1A tournament. If the host school has two courts available for competition, there will be 12 teams at that 1A Tournament.

The representation to provincials for 1A boys and girls for a ten (10) team tournament shall be as follows:

Calgary & Edmonton Zones	1	representative*
South Central Zone	1	"
North Central Zone	1	"
Central Zone	1	"
North East Zone	1	"
North West Zone	1	"
South Zone	1	"
Host school	1	"
Additional berths	2	representative
<b>Total</b>		<b>10 teams</b>

There will be a maximum of two representatives per zone (includes host team).

The representation to provincials for a twelve (12) team tournament shall be as follows:

Edmonton & Calgary Zones	1	representative*
North Central Zone	1	"
Central Zone	1	"
South Zone	1	"
South Central Zone	1	"
North East Zone	1	"
North West Zone	1	"
Host school	1	"
Additional Berths	4	representatives
<b>Total</b>		<b>12 teams</b>

There will be a maximum of three representatives per zone (includes host team).

The Edmonton and Calgary zones combine for one berth to be determined in a tournament/playoff game format agreed upon by both zones. The top team after the tournament/playoff game will receive the berth to provincials.

#### F. 2A Competition for Boys and Girls

- I. 2A Competition: There will be 12 teams at each 2A tournament. The representation to provincials for 2A boys and girls shall be as follows:

Calgary Zone	1	representative
South Central Zone	1	"
Edmonton Zone	1	"
North Central Zone	1	"
Central Zone	1	"
North East Zone	1	"
North West Zone	1	"
South Zone	1	"
Host school	1	"
Additional berths	3	representatives
<b>Total</b>	<b>12</b>	<b>teams</b>

There will be a maximum of three representatives per zone (includes host team).

#### G. 3A Competition for Boys and Girls

- I. 3A Competition: There will be 12 teams at each 3A tournament. The representation to provincials for 3A boys and girls shall be as follows:

Calgary Zone	1	representative
South Central Zone	1	"
Edmonton Zone	1	"
North Central Zone	1	"
Central Zone	1	"
North East Zone	1	"
North West Zone	1	"
South Zone	1	"
Host school	1	"
Additional berths	3	representatives
<b>Total</b>	<b>12</b>	<b>teams</b>

There will be a maximum of three representatives per zone (includes host team).

#### H. 4A Competition for Boys and Girls

- I. In 4A boys and girls competitions there shall be a maximum of 12 teams participating with representation as follows:

Calgary Zone	3	representatives
South Central Zone	1	"
Central Zone	1	"
Edmonton Zone	3	"
North West Zone	1	"
North East Zone	1	"
South Zone	1	"
Host school or Zone	1	representative
<b>Total</b>	<b>12</b>	<b>teams</b>

There will be a maximum of four representatives per zone (includes host team).

- II. In the event there is a wildcard for the 4A championship, including a vacant berth resulting from a zone vacating their zone berth(s):
- Each zone will receive one (1) eligible team to be considered for the wildcard berth. After each zone championship, the team(s) who are eligible to be considered for a wildcard berth will be the highest placed team in each zone that has not already qualified for the provincial championship (even if they are in the zone that is hosting the championship).
  - During the provincial championship ranking conference call, the Ranking Committee will discuss the merits of each team, based on the strength of their zone, as well as each individual team's strength Provincially throughout the season. Based on the discussion and the recommendation of the Ranking Committee the ASAA representative and the Volleyball Commissioner will choose the best team to receive the wild card berth into the Provincial Championships.

#### I. Competition Pools

A power pool format will be implemented for the first day of the Provincial competition. The teams will be ranked into three competition pools by an ASAA ranking Committee. Teams ranked 1–4 are in Pool A; teams 5–8 are in Pool B; and teams 9–12 are in Pool C. All teams will play a best two-of-three match against each of the other teams in the pool on the Thursday of the championship. After these matches, the teams will be seeded into the playoff round based on the final standings in the pool. The current CVA VC tie-breaking procedures will apply if necessary to complete the final standing of teams in each pool.

Teams that finish last in their pool will drop to the next lower pool for seeding in the playoff round and teams that finish first in their pool will move up to the next higher pool for seeding in the playoff round. For example, if a team plays in Pool B (5–8) and finishes last, it will drop to the top of Pool C and be seeded 9th for the playoff round. The team finishing first in Pool C (9–12) will move up to the bottom of Pool B and be seeded 8th for the playoff round.

#### Playoff Round

Based on the power pool results all teams will then be seeded from 1–12. The playoff round follows a 12-team elimination schedule.

#### 4A Only

First round play will be a best three-of-five match involving team 5 vs 12, 6 vs 11, 7 vs 10 and 8 vs 9 – with the top 4 teams receiving a bye for the first round. Every match on the championship side of the playoff round, including the bronze medal match, will be best three-of-five. Once a team has been eliminated from the championship side, all remaining matches will be best two-of-three. Teams will continue to play for final placement (1–12).

1A/2A/3A follows the same format, but all matches are best two of three.

### J. Rankings

- I. There will be separate ranking committees for each gender consisting of at least three members and the Commissioner, with all but the Commissioner having voting privileges. The respective committees will be formed as follows: North Region (NE, NW, Edmonton), Central Region (C, NC), South Region (SC, S, Calgary)
- II. Recruitment of ranking committee members as well as determination of the ranking timeline will be the responsibility of the Volleyball Commissioners annually.
- III. A total of two (2) rankings will be developed prior to the power pool rankings for the provincial tournament. A final ranking will take place on the Sunday preceding the championship Tournament after all qualifying teams have been identified. A ranking timeline will be posted no later than September 7 annually.
- IV. By 12:00 p.m. on Monday prior to each release date, each committee member is responsible for procuring and emailing all other committee members any information deemed important to an accurate and valid ranking. This information shall include, but not be limited to:
  - a. final standings from tournament play that involve prospective ranked teams in their zone
  - b. match results for league play involving prospective ranked teams in their zone
  - c. general comments about prospective ranked teams and their players (injuries, etc.)
  - d. a preliminary ranking based on all available information collected to that point (1st, 2nd, 3rd, etc.)

All members will have access to the results through SRS. By 6:00 p.m. on Tuesday of the ranking week, each member will submit their rankings on the SRS; a reverse points ranking will be applied, meaning that a team that receives a first place ranking will receive 10 points. A second place ranking receives 9 points and so on.

The ASAA will post the rankings on the ASAA website. On the Sunday prior to the championship, the ranking committee will create a final ranking for all 12 qualifying teams by conference call. Once ranked, the teams will be placed into competition pools as outlined above.

### K. Regionals

- I. In the event that a school from the North Central Zone opts up to the 4A level, they will participate in a North West Regional to determine the one representative from that zone/region. Schools opting up will always travel to the North West Zone for this regional.

#### Regionals Format:

Regional playoff in 4A Volleyball shall follow a standardized format, based on the number of participating teams regardless of the playoff location.

- I. 3–6 Teams: round robin (matches) with top teams advancing. If the round robin provides a first place finisher, the second and third place finishers play a match to determine second. In tie situations, follow the procedure in Item 4.C. Tie Breaking Procedures.
- II. 7 Or more teams: two section round robin (matches) with the top two from each section crossing over to play each other (1 vs 2). Winners of these two matches advance but require a final match to determine first and second. It is important to equalize the strength of the two sections.

### 6. Playing Equipment

The official game ball to be used for ASAA Provincial Volleyball competitions shall be the Molten V5M5000.

### 7. Scoresheet

The AVA youth scoresheet, modified to allow 15 players per team on the roster as per Section XIX – Volleyball, 1.A.iii. will be used at ASAA Provincials. Scoring will be the best of three games: the first two games to 25 points and the third game to 15 points with all games played to a two-point difference with no cap.

## SECTION XIX WRESTLING

### 1. Rules

The rules shall be those of the Wrestling Canada Lutte (WCL) with the exceptions being those specifically adopted by the ASAA:

- A. All wrestlers competing in an ASAA sanctioned event have the option of wearing a mouth guard or not. If during competition the mouth guard comes out, it may be replaced at an appropriate time at the official's discretion.
- B. Wrestlers are required to wear a red or blue singlet for ASAA rural championship and provincial championship events as per the requirements in the WCL rulebook for a national championship. As exceptions to this rule, the ASAA allows a school team to wear a singlet of school colour(s) which may or may not display a school logo and/or name. Also, the ASAA will allow the new two-piece uniform, which may or may not include a United World Wrestling (UWW) logo or emblem or in particular situations, competitors may wear athletic short or leggings of matching colour over the singlet or close-fitting long-sleeve shirt and leggings of matching colour or black under the singlet. Also athletes are permitted to wear a sport hijab also black or matching colour. All permitted items must be free of metal or plastic fastenings and free of pockets. Aside from these exceptions, the ASAA does not allow any club logos or colours, provincial and/or national logos and/or emblems on singlets or warm-ups to be worn.

#### C. Illegal Moves

The following are illegal moves in ASAA Wrestling and are not permitted:

- I. Full Nelson
- II. West Point Ride (T-Bar)
- III. Full Suplay, Front Suplay, Front Salto, Standing Firemans' Carry and throws initiated by a back bending motion where grand amplitude points are awarded.

The penalty for performing illegal moves in (i–iii.) shall be disqualification from the match and tournament.

- D. One person, in addition to the coach, may be in the corner up to a maximum of two people during competition. These may comprise any combination of coach, trainer, photographer or videographer. For purposes of challenges coach in the chair will be deemed "head coach" to throw in signal and explain point of challenge.

**Note:** Coaching includes shouting at or calling encouragement to the athletes. Coach apparel should be neat and tidy in appearance. Any team apparel must represent high school teams or zones not clubs.

A list of the rule deviations adopted by the ASAA shall be given to the head official in advance of the meet.

#### E. Protests

Protest procedures and resultant consequences will follow the WCL on mat protocol. An iPad (or similar device) will be used to review any on mat protest. The AAWOA will provide the technology and tripod, as necessary, to host venues for the wrestling rural and provincial finals events.

### 2. Provincial Affiliation

Each athlete and/or coach registered through the ASAA process will also receive discounted access to Alberta Amateur Wrestling (AAWA) membership. A nominal event fee per athlete and/or coach will apply to all AAWA-sanctioned tournaments, camps and clinics. This fee will not apply to any athlete and/or coach whom is already a current AAWA member through club programming. AAWA membership grants access to AAWA programming. AAWA membership allows ASAA members to access the AAWA officials for coverage at ASAA events. ASAA members do not gain access to any non-ASAA event (i.e., Alberta Junior Olympics, Alberta Open, Alberta Winter Games, Arctic Winter Games, Camps, etc.) and/or AAWA programming (Including AAWA funded programs) without purchase of specific AAWA membership at additional cost. In order to facilitate this process, the ASAA will provide demographic information with many include names, genders, age/birthdates, school location/residence (i.e. team and location) as required by the AAWA for insurance purposes and/or AAWA funding requirements.

### 3. Season of Play

The season of play for wrestling shall be October 22 to the conclusion of the ASAA provincial championship. The season of play is not intended to include July and August. See SECTION V – ACTIVITIES, Item 3, for more information.

### 4. Representation to Rurals and Provincials

- A. The rural championship shall be an open competition for all rural high school wrestlers.
- B. At provincials, Calgary, Edmonton and rural zones may each enter five male and female wrestlers per weight class who attended the qualifying tournament at that weight class. In the event that any zone cannot send five athletes per weight class to the provincial tournament, an attempt will be made to fill those vacancies from the other zones. Preference for filling single vacancies will be offered first to the host zone. In situations where there is more than one vacancy in a weight class, preference for filling weight classes will follow the provincial tournament host rotation with the host zone having first opportunity to fill and will alternate with the remaining zones. Athletes filling vacancies in this manner will not count towards team points. Team rosters must be submitted to the host chairs for rural and provincial meets at least 48 hours prior to the commencement of the competition.

### 5. Weigh Ins

A. Weight classifications for ASAA wrestling shall be as follows:

I. Male competitors:

44 kg,	47 kg	56 kg	65 kg	76 kg	98 kg	120+ kg*
50 kg	59 kg	68 kg	82 kg	108 kg		
53 kg	62 kg	72 kg	90 kg	120 kg		

*\*In order to compete in the 120+kg category, the wrestler must weigh over 120kg.*

**Note:** Each weight listed represents the upper limit of the weight class. In addition provisional weight classes above 120+ male and 90+ female are eligible when required. The first increment will be 135kg male and 100kg female with additional increments in 15kg steps male and 10kg steps female. zone hosts are responsible to notify tournament organizers and creation of these weight classes shall be approved by committee as structured in section 6. B. vii.

II. Female competitors:

44 kg	53 kg	65 kg	82 kg
47 kg	57 kg	70 kg	90 kg
50 kg	61 kg	75 kg	90+ kg*

*\*In order to compete in the 90+ category, the wrestler must weight over 90kg.*

**Note:** Each weight listed represents the upper limit of the weight class.

B. Scales

- I. The weigh-ins for both the rural and provincial competitions shall be held on the first day of the competition. It will be the only weigh-in of the competition.
- II. The ASAA will follow the weigh-in procedures as outlined in the WCL rulebook.
- III. See the WCL rulebook regarding weight loss by an athlete and the discipline for athletes and coaches involved in such behaviour. The ASAA does not tolerate inappropriate methods of weight loss.
- IV. All athletes must have their arms and shoulders exposed for the skin check.

6. Events

There shall be one wrestling competition for boys and one for girls at each of the rural and provincial competitions.

A. Rural Championships

I. The rotation for rural championship host sites will be as follows:

2025	Central
2026	North (NC/NE/NW)
2027	South/South Central

Should no school or zone within the region bid to host the championship, the next region in the rotation will have first right of refusal to submit a bid to host the championship.

- II. The rural championships shall be a two-day competition held two weeks prior to the provincial championship. On the first day, no matches will be called after 8:40 p.m.
- III. Any weight class with six or fewer competitors at the rural championship will use a single pool round robin format. Upon the completion of the round robin the top two placements in the pool will wrestle in the finals with the winner getting the gold medal. Any weight class with between seven and fourteen competitors will use a double pool round robin format. When the number of competitors in any weight class reaches fifteen or more, that category shall be wrestled as a bracket draw according to the WCL rulebook with the exceptions of a cross-over wrestle back semifinal and a re-wrestle for the bronze medal. Ideally, athletes shall not re-wrestle a previous competitor during the cross-over wrestle back. To determine cross-over pairings, the first criteria shall be straight across, the second criteria shall be top-right versus bottom-left and also top-left versus bottom-right. Should both criteria produce a pairing where athletes have previously met during the rural provincial championship, then the first criteria will be used and a re-wrestle during the cross-over will occur.
- IV. The ASAA will follow the rules for match lengths, etc. as per the WCL rulebook.

B. Provincial Championships

I. The rotation for provincial championship host sites will be:

2025 - Calgary
2026 - Rural
2027 - Edmonton
2028 - Calgary

Should no school or zone within the region bid to host the championship, the next region in the rotation will have first right of refusal to submit a bid to host the championship.

- II. The provincial championships shall be a two-day competition, beginning in the second week in March no earlier than the Wednesday of the week and no later than the Friday. On the first day, no matches will be called after 8:40 p.m. The host site is to be able to fit five competition mats with full safety zones and accommodate a minimum of 750 people meeting required bylaws and regulations for public gatherings.
- III. In the event that no host has come forward to run the Wrestling Provincial Championships by the date of the AGM submission deadline the year prior to the event the ASAA Board or their designate will be authorized to book an appropriate venue and appoint a host. This will not alter subsequent years rotation.
- IV. The seeding of weight classes for ASAA provincial wrestling championships shall be based upon the following system, where the results of the rural provincial championships, Edmonton city championships and Calgary city championships determine seeding for the Provincial Championships. If an athlete who placed in any of these events does not compete in the provincial championships, the next athlete from that area will be moved up based upon the area results. When a zone is not represented at provincials, the pairing master will have the flexibility to seed the first seeded zone wrestlers, out rotation, so you will have a top seeded wrestler from each of the other two zones in opposite brackets.

#### **Rotation 3 – 2024/25\***

<b>Bracket One</b>	<b>Bracket Two</b>
1. Edmonton A	1. Rural A
2. Rural B	2. Edmonton B
3. Calgary A	3. Calgary B

#### **Rotation 1 – 2025/26\***

<b>Bracket One</b>	<b>Bracket Two</b>
1. Rural A	1. Calgary A
2. Calgary B	2. Rural B
3. Edmonton A	3. Edmonton B

#### **Rotation 2 – 2026/27\***

<b>Bracket One</b>	<b>Bracket Two</b>
1. Calgary A	1. Edmonton A
2. Edmonton B	2. Calgary B
3. Rural A	3. Rural B

*\*Repeat Rotation*

#### **2025 Boys**

**Rotation 2** – 53 kg 62 kg 72 kg 90 kg 120 kg

**Rotation 3** – 44 kg 47 kg 56 kg 65 kg 76 kg 98 kg

**Rotation 1** – 50 kg 59 kg 68 kg 82 kg 108 kg 120+ kg

#### **2025 Girls**

**Rotation 2** – 44 kg 53 kg 65 kg 80 kg

**Rotation 3** – 47 kg 57 kg 70 kg 90 kg

**Rotation 1** – 50 kg 61 kg 75 kg 90+ kg

#### **2026 Boys**

**Rotation 3** – 53 kg 62 kg 72 kg 90 kg 120 kg

**Rotation 1** – 44 kg 47 kg 56 kg 65 kg 76 kg 98 kg

**Rotation 2** – 50 kg 59 kg 68 kg 82 kg 108 kg 120+ kg

#### **2026 Girls**

**Rotation 3** – 44 kg 53 kg 65 kg 80 kg

**Rotation 1** – 47 kg 57 kg 70 kg 90 kg

**Rotation 2** – 50 kg 61 kg 75 kg 90+ kg

#### **2027 Boys**

**Rotation 1** – 53 kg 62 kg 72 kg 90 kg 120 kg

**Rotation 2** – 44kg 47 kg 56 kg 65 kg 76 kg 98 kg

**Rotation 3** – 50 kg 59 kg 68 kg 82 kg 108 kg 120+ kg

#### **2027 Girls**

**Rotation 1** – 44 kg 53 kg 65 kg 80 kg

**Rotation 2** – 47 kg 57 kg 70 kg 90 kg

**Rotation 3** – 50 kg 61 kg 75 kg 90+ kg

Subsequent years will repeat this schedule

- V. Any weight class at the provincial championship with five or fewer competitors shall wrestle in a single pool round robin format. Upon the completion of the round robin the top two placements in pools with five or fewer competitors will wrestle in the finals with the winner getting the gold medal. Each weight class during the provincial championship with six or more competitors shall be wrestled as a bracket draw according to the WCL rulebook with the exceptions of a cross-over wrestle back semifinal and a re-wrestle for the bronze medal. Ideally, athletes shall not re-wrestle a previous competitor during the cross-over wrestle back. To determine cross-over pairings, the first criteria shall be straight across, the second criteria shall be top-right versus bottom-left and also top-left versus bottom-right. Should both criteria produce a pairing where athletes have previously met during the provincial championship, then the first criteria will be used and a re-wrestle during the cross-over will occur.
- VI. The first place and second place wrestlers from each of the qualifying tournaments (Calgary, Edmonton, Rural) are the only eligible athletes for seeding and shall be seeded according to item B.iii. above. Athletes are placed in the draw in positions as outlined in the WCL rulebook. Byes, if any, shall be placed in the draw in positions as outlined in the WCL rulebook. All other athletes shall be randomly placed with the exception that the Seeding Committee will attempt to prevent athletes from the qualifying Tournament (Calgary, Edmonton, Rural) from meeting in the first round. If athletes are to be moved in a bracket for this reason, the Committee will move athletes and/or replace them on a random basis.
- VII. For procedures on bracket draw, seeding, placement of byes, disqualification, classification, round robin procedures, team classification and tie-breaking criteria for round robin pools and/or team placement see the current WCL rulebook (Part Six: Responsibilities of the Pairing Master). Where there is conflict between the WCL rulebook and the policies in the ASAA Handbook, the ASAA Policy shall prevail.
- VIII. Once an athlete has been registered and it is less than 48 hours before the start of the event, they can only be substituted for in the event of an injury, sickness or extenuating circumstance by another athlete that competed at the same provincial qualifying tournament in the same weight class. For an athlete to be substituted, they must be nominated by their coach and their provincial qualifying tournament host (Calgary, Edmonton or Rural) to a committee by the start of weigh-ins. The committee shall consist of the three qualifying tournament hosts or their proxy, the Provincial Championship Committee Chair or proxy, the drawmaster and the ASAA Wrestling Commissioner. In the event of a tie, the ASAA Wrestling Commissioner shall carry the deciding vote.

C. Coaches Meeting

A meeting shall be held for all coaches during the first day of competition; the time and place to be decided by the competition Chairman.

7. Officials

There shall be a minimum of two nationally ranked officials per competition surface. From the cross-over wrestle-back portion of the event until the completion of each weight class there shall be a minimum of three officials assigned to each mat surface. All officials must be assigned through the Alberta Amateur Wrestling Officials' Association.

8. Scoring

A. Boys and girls school team champions will be awarded at both rurals and provincials in three categories:

- I. 1A/2A schools
- II. 3A schools
- III. 4A schools

B. Each school team will select its 10 highest finishing wrestlers and combine placement points to determine the top school in each category. The team points awarded shall be proportional to the number of participants in each weight class and shall be weighted in the following manner:

# of comp.	6 +	5	4	3	2	1
Gold	10	9	7	5	4	3
Silver	7	6	5	3	2	
Bronze	5	4	3	2		
4 <sup>th</sup>	3	2	1			



## APPENDIX

The appendix contains guidelines that are followed by the ASAA and is not considered policy per se.

### SECTION I – PROVINCIAL CHAMPIONSHIP INFORMATION

#### 1. Procedure for bidding to host Provincial Competitions

Bid application information is available at [www.asaa.ca](http://www.asaa.ca).

##### A. Deadline

- I. Bids for winter and spring sports (badminton, basketball, curling, rugby, team handball, wrestling) will be accepted at the Annual Planning Meeting (APM) ~16 months before to the event. The deadline for bids to be received for this meeting is November 1.
- II. Bids for fall sports (golf, cross country, football, and volleyball) will be accepted at the Annual General Meeting (AGM) ~16 before to the event. The deadline for bids to be received for this meeting is April 1.
- III. Submit bids to both the ASAA and the zone.
- IV. If there is more than one bid from a zone, the zone will vote/determine which bid will move forward to ASAA and the zone manager will inform the ASAA office of their choice immediately following their respective zone meeting.
- V. Bids will only be considered and voted on one year at a time.
- VI. A bid form must still be submitted for events that are in rotation.

##### B. Executive Committee Review

- I. All bids received by the deadline will be reviewed by the ASAA Executive at a meeting prior to the APM or AGM as appropriate. The ASAA will work with bid applicants to ensure bids are complete.
- II. The Executive will either accept or reject applications. Accepted applications will be forwarded to the ASAA Board for ratification at the appropriate meeting (APM or AGM).

##### C. Board Review & Acceptance

- I. If the Board has no concerns with bid applications accepted by the Executive. In that case, those championships with only one bid by the respective deadline will win the right to host by acclamation and no presentation by the host is required.
- II. In those championships where more than one acceptable bid application has been received, a written ballot or Google Form for the Board will determine the winning bid following a five-minute presentation.
- III. **Note: Potential hosts can either submit PowerPoint or video as a presentation; the 5-minute timeline will be strictly observed.**
- IV. Commissioners and the Executive Committee cannot speak to support a particular bid but may speak to address concerns they may have about the ability of a school to host a particular provincial championship.

##### D. Bids from the Floor

Bids from the floor will not be accepted.

##### E. Vacant Bids After the APM or AGM

If there are vacant bids following the APM or AGM, the Executive Committee will seek potential hosts via Zone Managers or other means and will review applications at a subsequent Executive meeting. At that point, the Executive Committee may accept a bid without approval of the Board, provided they feel the bid applicant has submitted the bid through their zone, and can successfully host provincials. If more than one bid is received, the schools bidding have the option to submit a 5-minute video or presentation as noted above.

#### 2. Recommended Facility Requirements for Housing Competitions

##### A. Competitions

##### I. Accommodations

Depending on the particular competition being hosted, accommodation requirements can vary greatly. Although it is preferable that required accommodation be near the competition site, it should be noted that smaller communities away from the host site have been and in some cases will need to be used. This may necessitate travel for participants. When accommodation is required, the tournament committee should attempt to negotiate a reduced rate for visiting competitors and inform all zones of the arrangements. Where possible, block book rooms with the ASAA sponsor hotel chain, if one exists, and inform the hotel(s) that in many cases the teams attending provincials will not be known until the weekend before provincials and request that they hold all block

booked rooms until 9 p.m. on the Monday prior to provincials.

II. Concessions

a. Depending on the nature and location of the meet, concessions may or may not be necessary; therefore, concessions should be provided at the discretion of the organizing committee and with menu choices that keep the best interests of student athletes in mind. Hosts must follow direction of ASAA office.

b. Resources and Nutrition Policy Supports:

All food offered at ASAA championship events (hosted in school facilities) should fit within the Choose Most Often and Choose Sometimes categories of the Alberta Nutritional Guidelines for Children and Youth – <https://open.alberta.ca/dataset/1c291796-4eb0-4073-be8e-bce2d331f9ce/resource/3319786c-1df1-43ca-8693-067f733682dc/download/Nutrition-Guidelines-AB-Children-Youth.pdf>

Some other resources when planning your event: Ever Active Schools Toolkit – <http://everactive.org/toolkit>

III. In addition to following the Safety Guidelines for Interschool Athletics located at [www.myspheres.ca](http://www.myspheres.ca), the following facility requirements are needed at the host locations:

a. Badminton

A minimum of 18 courts (24 is ideal) are required and these should be located at a maximum of five schools (i.e. all matches in a particular event should be played at one location). The ceiling height should be a minimum of 22 feet and all court markings should be clearly legible with at least five feet clearance on all sides. Adequate change, shower and locker facilities for all competitors must be provided.

b. Basketball

Floor size, floor markings and backboards must comply with current rule specifications. An adequate score clock is essential, as is a safe clearance around court boundaries. Due to the increased number of teams attending Provincials, a draw format now appears in policy.

When using just one basketball court, it is necessary to keep the tournament on a tight schedule, whereas the availability of a second playing surface allows more flexibility in scheduling games. However, schools with only one court available have been successfully hosting provincial competitions for years so this should not be a deterrent in bidding. All basketball championships are now three-day tournaments.

Suggested minimum spectator capacity:

4A Boys	1500	4A Girls	750
3A Boys	500	3A Girls	400
2A Boys	400	2A Girls	400
1A Boys	350	1A Girls	350

c. Cross Country: The course should be laid out in an area that will provide a variety of terrain for all distances to be run. It is essential that each route be clearly marked to avoid confusion for the participants.

Although parts of the course should be challenging, care must be taken to avoid routes that could be dangerous in the event of rain or snow conditions. An adequate sound system is essential along with showers, ample toilet and change facilities and a first aid station.

d. Curling: The number of events (boys, girls and mixed) being hosted will determine ice requirements with a minimum of three sheets being needed for each event. Community curling rinks normally have sufficient spectator area and operate concessions.

e. Football: With the Alberta Bowl concept, the host facility must comply with Football Policy section XIV Field turf with lights and minimum spectator capacity for 1000+ is required. The host will need to be prepared to arrange sideline heating for players. Several medical aid personnel are essential.

f. Golf: Two 18-hole courses in the same vicinity are required. Courses should be in reasonably good condition with grass greens. Clubhouse facilities are not essential but a concession is desirable.

g. Rugby: The host facility should have a minimum of four fields, equipped with regulation rugby posts. Parking facilities should be sufficient to accommodate spectators. Several medical aid personnel are essential.

h. Team Handball: A minimum of three courts are required to host both tiers and genders. Most school gymnasiums do not have the facilities to meet the regulation playing surface so dimensions should be taped in advance. There should be a safety zone surrounding the playing court of at least one metre along the sidelines and two metres behind the goal lines.

i. Track & Field: A 400m all weather track with eight lanes is required for all track events. Field events require a foam pole vault pit, two foam high jump pits, two long/triple jump pits, one javelin area, one caged discus area and one shot-put area. An adequate sound system is essential along with showers, ample toilet (portable toilets rent as required), change facilities and a manned first aid station. Spectator space for 1000 is required with all spectators and non-competitors to be excluded from the track and infield area.

j. Volleyball: A minimum of two regulation courts are required to host a tournament. If two tournaments are

hosted at the same location, then four courts are required. Courts should have a ceiling clearance of at least 20' and 4'5" clearance around all boundaries. Nets, including aeriels, must be supported tautly at correct heights. Scorekeepers' devices should be clearly visible to players and spectators. Referee stands will assist the official to do a competent job and make their moves more visible to players and spectators.

Suggested minimum spectator capacity:

1A	200	2A	200
3A	400	4A	600

k. Wrestling

The primary requisite is to have sufficient good quality mats available to allow the meet to run in the time available. At least three quality competitive mats and a warm-up area are essential, and if the number of entries warrant, a fourth competitive mat might be required. It is recommended that mats be 9m in diameter, with a 1.2m protection area. Scoring and timing devices are needed as well as accurate scales (at least two), mat transporter, sound system, first aid supplies, several medical aid personnel and items essential for the officials. Spectator accommodation for up to 300 should be provided.

### 3. Procedure for Final Reporting following the Provincial Competitions

A. The **business day** after the Provincial Competitions:

- I. Sportsmanship summary of banner and pin winners' names, roles, and school names submitted to ASAA Liaison
- II. Submit any photos taken by hosts (action or team) into the Google Drive host folders to be used for the ASAA website and yearbook.
- III. Assist ASAA Liaison in collecting team photos of championship and sportsmanship winners
- IV. The yearbook requires the following JPG or PNG photos with no watermarks and with names in order of left to right (including coaches):

Badminton: Head and shoulders picture of 1st place finisher in each event – boys, girls, and mixed – junior, intermediate, senior.

Basketball: Team photograph of winner, finalist, third, and sportsmanship per class and category.

Cross Country: Head and shoulders photograph of 1st place finisher in each event (6). Picture of top 10 boys and top 10 girls. Group photo of classification winners if possible. Unified and Para winners where possible.

Curling: Team photograph of winner, finalist, third place, and sportsmanship in boys, girls, and mixed events.

Football: Team photographs of the winner and finalist from each classification.

Golf: Team photographs of 1st place finisher per team category. Head and shoulders photographs of 1st place finisher in individual play for boys and girls.

Rugby 7s & Rugby 15s: Team photographs of winner, finalist, and third place, and sportsmanship in each class of boys and girls events.

Team Handball: Team photographs of the winner, finalist, third place, and sportsmanship in each of boys and girls events.

Track & Field: Head and shoulders photograph of the 1st place finisher in each event. Head and shoulders photographs of each winning relay team. Group photo of banner winners if possible.

Volleyball: Team photograph of winner, finalist, third, and sportsmanship per class and category.

Wrestling: Head and shoulders photograph of the winner of each weight category from the provincial event. Group photo of classification winners if possible.

B. Competition coordinators will be supplied with a standardized final report form to submit the following:

- I. Yearbook write-up – Please refer to previous yearbooks for examples
- II. Tournament Evaluation
- III. Financial Statement

The completed forms are required to be submitted within **four weeks** of the completion of the competition.

C. Livestreaming of Provincial Championships:

- I. In football, volleyball, basketball, wrestling, team handball, rugby 15s, and rugby 7s all matches must be live-streamed. Hosts are responsible for providing cameras and volunteers, to facilitate the broadcast. In all other sports hosts have the option of live-streaming and ASAA will work with them to organize it, but it is not a requirement.



Official Suppliers



# APPENDIX

## SECTION II – Awards

### 1. Trophies & Banners

#### A. Return of Trophies to Hosts for Presentation at Provincials

At every championship, the ASAA presents a “perpetual” plaque that travels home with the winning schools and must be returned to the following year’s provincial championship host, in advance of the championship, at the cost of the school in possession of the plaque. The ASAA wishes to ensure that all championship host schools are in possession of these plaques in order to recognize teams accordingly.

Some schools either refuse, say ‘we will bring it with us’, or forget to send the perpetual plaque and as a result, teams at championships go home empty handed. The ASAA Executive Committee has determined that a fine of \$100 will be levied by the ASAA on any school that does not return their perpetual plaque to the host school in time for respective championships. The school being fined will also have to send the perpetual plaque, at their cost, to the winning school. Funds collected by the ASAA from this initiative will be directed to the ASAA Scholarship Fund.

#### B. Banners Awarded at Championships

##### I. Provincial Championships

- a. Provincial championship banners
- b. The ASAA awards 8’x3’ banners to winning teams of provincial championships.
- c. Team sportsmanship banners in six sports, basketball, volleyball, curling, team handball and rugby.
- d. Host Banners

Host schools of all provincial championships have the option to receive a 6’x3’ host banner.

##### II. Zone Championships

###### a. Championship banners

Zones may award banners to zone championship teams. It is at the discretion of the respective Zone Executive whether to include the ASAA logo on these banners. Schools having banners made should have approval of their Zone Executive and the ASAA prior to using the ASAA logo.

**2. Lorne Wood Award**

This award is designed to recognize school administrators who actively model, support and promote sportsmanship by their involvement in their school’s athletic program.

Please go to the ASAA website to submit nominations at [asaa.ca](http://asaa.ca).

**Nomination deadline: September 30**

# 2023 LORNE WOOD AWARD WINNER

**ERIN ELLIS**  
CALGARY ACADEMY



Erin (left) with CISA President Nick Waterbury

## LORNE WOOD AWARD RECIPIENTS

2006 Doug Bowie Bawlf School	2007 David MacLean Hunting Hills	2008 Nelson Stonehocker Frank Maddock	2009 Chris Lees Cochrane High
2010 Garry Parasynchuk Harry Ainlay	2011 Wanda Vandervelden Olds High School	2012 Dave Hauk Rundle College	2013 Dennis Holowaychuk Rundle College
2014 Lloyd Boody Three Hills School	2015 Randy Smith St. Timothy’s, Cochrane	2016 Boris Grisonich Medicine Hat High	2017 Darren Mazutinec Stirling School
2018 Darcy Youngmans F.G. Miller	2019 Dustin Walker Cold Lake High	2020 Randy Spenrath St. Mary’s High, Taber	2021 Stephen Lush Bentley High

2022 Heather Bartling  
Frank Maddock

2023 Erin Ellis  
Calgary Academy

### 3. Robert H. Routledge Award of Merit

This award is the highest honour bestowed by the ASAA. It is presented annually to recognize an individual for outstanding service to the students of Alberta's schools in the promotion and operation of an athletic program.

A key figure at the inauguration of the Alberta Schools' Athletic Association in 1956, Bob was a constant guiding force in its policies and activities. He believed in the beneficial effects to adults and youth alike of properly directed sports and athletics. He sought to involve as many boys and girls as possible in sports programs, to stress courtesy and sportsmanship above winning, and to consider first the health, fitness, intellectual and emotional growth of the participants.

Bob's personal accomplishments as a physical educator are well known. From rural school teacher with a liking for sports and gymnastics, he progressed to Provincial Recreation Supervisor, to high school physical educator, to Assistant Supervisor of Physical Education with the Edmonton Public School Board and, finally, to Professor of Physical Education at the University of Alberta, with his doctorate pending at the time of his passing (April 25, 1970).

His integrity and sincerity were evident, and his enthusiasm for his work infectious. No wonder his peers listened to his opinions with great respect and sought his advice. With his deep belief in the importance of his job, Bob combined a feeling for words, a unique ability to turn a phrase neatly with a quick intellect that relished statistical accuracy and parliamentary not only of ASAA, but also which, as a person with a deep sense of profes

Please go to the ASAA website to submit nominations at [asaa.ca](http://asaa.ca).

**Nomination deadline:**  
**February 1st**

**“God’s finger touched  
him, and he slept.”**

**Tennyson**



# 2024 ROUTLEDGE AWARD WINNER GEORGE HOYT



## ROUTLEDGE AWARD RECIPIENTS

1971 John Mayell	1972 Robert Stewart	1973 Ethel Cuts	1974 Gordon Prusky
1975 John Takahashi	1976 Roy Gouchey	1977 Marion Irwin	1978 Jim Whitelaw
1979 Hugh Morrell	1980 Myron Buryn	1981 Tom Humphrey	1982 Mal Clewes
1983 Dean Rook	1984 Bill Armstrong	1985 Don Gustafson	1986 Robert Albrecht
1987 Linda Wilkins	1988 George Hanna	1989 John Semkuley	1990 Lorne Wood
1991 Leroy Walker	1992 Debbie Yanota	1993 Myron Pearman	1994 Marg Derbyshire
1995 Rick Haines	1996 Larry Wagner	1997 Doug Bowie	1998 Ann Rowberry
1999 Wendae Grover	2000 Hugh Forrester	2001 Joyce Loucks	2002 Glen Magneson
2003 Rick Mooney	2004 Hugh Nester	2005 Marg McCuaig-Boyd	2006 Wayne Thomas
2007 Gary Frost	2008 Al Brenneis	2009 Gane Olsen	2010 Terry Hanna
2011 Ian MacGillivray	2012 Don Zabloski	2013 Lawrence King	2014 Dave Jones
2015 Kelle Hansen	2016 Duane Konynenbelt	2017 Sheila Garber	2018 Dean Sawatzky
2019 Barb Young	2020 Tim Main	2021 Tim Schultz	2022 Rick Gilson
2023 Darryl Smith	2024 George Hoyt		



## 4.

## ALBERTA HIGH SCHOOL SPORTS HALL OF FAME INDUCTEES



	SPECIAL ACHIEVEMENT	ATHLETIC ADMINISTRATOR	COACH	ATHLETE
2006	Founders Victoria Composite Boys Basketball Team 1955/56 Herb McLachlin (official) Roger Takoaka (official)	John Mayell Lorne Wood	Marge Clarke Jim Whitelaw	Not Awarded
2007	Not Awarded	Dr. Leroy Walker	Not Awarded	Richard Foggo Beckie Scott
2008	Not Awarded	Gordon Prusky Robert (Bob) Stewart	Not Awarded	Brian Fryer
2009	Not Awarded	Not Awarded	Gord Graves Susan Moncks	Not Awarded
2010	Settler High School Girls Basketball Team 1959/60 Bruce Schwieder (official)	John Semkuley	Bryan Anderson Glen Magneson	Angela Whyte Pierre Lueders
2011	Not Awarded	Marg Derbyshire	Tom Inkster Barb Young	Terry Danyluk Christine Nordhagen
2012	Not Awarded	John Takahashi	Lou Rondeau	Leighann Doan Reimer James Steacy
2013	The Ralph Family Parrish Tung (official)	Myron Buryan	Robbie McNab Dianne Greenough	Not Awarded
2014	Not Awarded	Dean Rook	Ian MacGillivray	Jenny Ciochetti Esther Sieben
2015	Morgan Munroe (official)	Norma Smith	Bruce O'Neil Chuck Hebert	Pat Filipenko
2016	Louise Bleier Philippa Fairbarin (official) Lenis Thokle (official)	Maurice Richard Marg MCuaig-Boyd	Bill Young Rick Haines	Megan Metcalfe John Bender
2017	Not Awarded	Don Maxwell	Del Cleland	Stefan Daniel Jen Kish
2018	John Bauer (official)	Not Awarded	Erin Martin	Danielle Lappage
2019	Todd Kennedy (official)	Scott Bezubiak	Calvin (Cal) O'Brien	Michelle Plouffe Katherine Plouffe
2020	Barry Schwartz (official)	Heather Bartling	Daryn Galatiuk	Melissa Lotholz
2021	Roy Mills (official)	Glen Magneson Hugh Nester Michael & Shauna Vaughan	Alex Melnyk Rob Poole	Jeremy Hall Jordan Baker
2022	Not Awarded	Not Awarded	Boris Grisonich	Not Awarded
2023	The Gratzfeld family	Not Awarded	George Hoyt Kirsten Dezutter	Jody Bell
2024	Kristi Forsyth	Kelle Hansen John Paton	Donna Branch	Gina Schmidt

## SECTION III ADDITIONAL CONTACTS

### 1. Provincial High School Athletic Associations School Sport Canada (SSC) Members

Assistant to the SSC Executive Committee

**Marg McGill**

schoolsportcanada@gmail.com

#### British Columbia (BCSS)

Jordan Abney, Executive Director

Sydney Landing

2003A 3713 Kensington Ave.

Burnaby BC V5B 0A7

Ph: 604-477-1488

Email: jabney@bcschoolsports.ca

Website: www.bcschoolsports.ca

#### Manitoba (MHSAA)

Chad Falk, Executive Director

Sport for Life Centre

145 Pacific Avenue

Winnipeg MB R3B 2Z6

Ph: 204-925-5640

Email: chad@mhsaa.ca

Website: www.mhsaa.ca

#### Quebec (RSEQ)

Stephane Boudreau, School Sport Director

4545 Ave Pierre-De-Coubertin

Montreal QC H1V 0B2

Ph: 514-252-3300

Email: sboudreau@rseq.ca

Website: www.rseq.ca

#### New Brunswick (NBIAA)

Eric Moffatt, Executive Director

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Fredericton NB E3A 5T8

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Email: eric.moffatt@gnb.ca

Website: www.nbiaa-asinb.org

#### Newfoundland - Labrador (SSNL)

Karen Richard, Executive Director

2196A Kenmount Rd PO Box 8700

St. John's NL A1B 4J6

Ph: 709-729-2795

Email: krichard@sportnl.ca

Website: www.schoolsportsnl.ca

#### Yukon (YSAA)

Kristen Johnston, Team Lead

4061 - 4th Ave

Whitehorse YT Y1A 3H9

Ph: 867-332-7081

Email: kristen.johnston@yukon.ca

Website: www.yss.yukonschools.ca

#### Saskatchewan (SHSAA)

Dave Sandomirsky, Executive Director

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Regina SK S4N 5B2

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Email: dave@shsaa.ca

Website: www.shsaa.ca

#### Ontario (OFSAA)

Shamus Bourdon, Executive Director

3 Concorde Gate, Suite 204

Toronto ON M3C 3N7

Ph: 416-426-7391

Email: shamus@ofsaa.on.ca

Website: www ofsaa.on.ca

#### Nova Scotia (SSNS)

Steve Gallant, Executive Director

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Darmouth NS B3B 1W8

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Email: schoolsportns@nsecsb.ca

Website: www.nssaf.ca

#### Prince Edward Island (PEISAA)

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Summerside PE C1N 1B6

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Email: pjbridges@gov.pe.ca

Website: www.peisaa.pe.ca

#### Northwest Territories (NTSSA)

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Yellowknife NT X1A 0A1

Ph: 613-217-7122

Email: andrew.c.gilmour@gmail.com

Website: www.nwtschoolsports.com

#### National Federation of State High School Associations (NFHS)

Box 690

Indianapolis IN 46206

Ph: 317-972-6900

Website: www.nfhs.org

## 2. Provincial Sports Governing Bodies - ASAA Sports

### Athletics Alberta

Jef Bailey, Executive Director  
11759 Groat Rd  
Edmonton AB T5M 3K6  
Ph: 780-427-8792 Fax: 780-427-8899  
Email: executivedirector@athleticsalberta.com  
Website: www.athleticsalberta.com

### Basketball Alberta

Dave Drabiuk, Executive Director  
11759 Groat Rd  
Edmonton AB T5M 3K6  
Email: info@basketballalberta.ca  
Website: www.Basketballalberta.ca

### Curling Alberta

Jill Richard, Executive Director  
11759 Groat Rd  
Edmonton AB T5M 3K6  
Ph: 780-643-0809 Fax: 780-427-8103  
Email: jill.richard@curlingalberta.ca  
Website: www.albertaCurling.ab.ca  
Debi Vion, Office & Admin  
Email: debi@albertaCurling.ab.ca

### Alberta Golf

Phil Berube, Executive Director  
#22, 11410 27 St SE  
Calgary AB T2Z 3R6  
Ph: 403-236-4616 Fax: 403-236-2915  
Email: info@albertaGolf.org  
Website: www.albertaGolf.org

### Rugby Alberta

Peter Houlihan, Executive Director  
11759 Groat Rd  
Edmonton AB T5M 3K6  
Ph: 780-415-1773 Fax: 780-422-5558  
Email: info@Rugbyalberta.com  
Website: www.Rugbyalberta.com

### Alberta Wrestling

Heather Lothian, Executive Director  
11759 Groat Rd  
Edmonton AB T5M 3K6  
Ph: 780-415-0140  
Email: info@aawa.ca  
Website: www.albertaamateurWrestling.ca

### Badminton Alberta

Jeff Bell, Executive Director  
c/o Alberta Badminton Centre  
60 Patterson Blvd SW  
Calgary AB T3H 2E1  
Ph: 403-297-2722 Fax: 403-297-2706  
Email: jbell@Badmintonalberta.ca  
Website: www.Badmintonalberta.ca

### Football Alberta

Tim Enger, Executive Director  
11759 Groat Rd  
Edmonton AB T5M 3K6  
Ph: 780-427-8108 Fax: 780-427-0524  
Email: tenger@telus.net  
Website: www.Footballalberta.ab.ca

Taylor Stiles, Technical Director  
Email: techdirector@Footballalberta.ab.ca

### Alberta Team Handball Federation

11759 Groat Rd  
Edmonton AB T5M 3K6  
Ph: 780-405-0391  
Email: info@albertateamhandball.com  
Website: www.teamhandball.ab.ca

### Alberta Volleyball

Diane Clarke, Executive Director  
11759 Groat Rd  
Edmonton AB T5M 3K6  
Ph: 780-415-1703 Fax: 780-415-1700  
Email: executive@volleyballalberta.ca  
Website: www.Volleyballalberta.ca

**3. Provincial Governing Bodies / Other Sports Associations**

Baseball	780-427-8943
Baton Twirling	780-415-0144
Biathlon	403-202-6548
Bicycle	780-427-6352
Blind Sports	403-262-5332
Bobsleigh	403-297-2721
Bowling	780-422-8251
Boxing	780-427-6515
Broomball	780-427-6537
Canoe (Sprint)	780-422-3013
Canoe (Whitewater)	780-427-6717
Centre for Active Living	780-427-6949
Cerebral Palsy	780-422-2904
College Athletics	780-427-8068
Cricket	780-461-1361
Cricket Schools	780-438-0460
Cross Country	780-415-1738
Dance	780-422-8107
Disabled Skiers	780-427-8104
Diving	780-988-5571
Equestrian	403-253-4411
Fencing	780-427-9474
Field Hockey	403-670-0014
Figure Skating	780-415-0465
Gymnastics	403-259-5500
Hockey	403-342-6777
Judo	780-427-8379
Karate	780-432-3672
Lacrosse	780-422-0030
Lawn Bowling	780-427-8119
Lifesaving	780-415-1755
Luge	403-202-6570
Netball	403-238-8041
Orienteering	403-981-4444
Rhythmic Gymnastics	780-427-8152
Ringette	780-415-1750
Rowing	780-427-8154
Royal Lifesaving	780-415-1755
Sailing	403-617-9092
Shooting Sports	780-415-1775
Skiing (Alpine)	403-609-4730
Skiing (Cross-Country)	780-415-1738
Skiing (Freestyle)	403-297-2718
Snowboarding	403-247-5609
Snowmobiling	780-427-2695
Soccer	780-474-2200

Softball	780-461-7735
Special Olympics Alberta	780-415-0719
Speed Skating	403-220-7911
Sport Medicine (SMCA)	780-415-0812
Squash	403-270-7344
Swimming	780-415-1780
Synchro Swim	780-415-1789
Table Tennis	780-427-8588
Tennis	780-415-1661
Triathlon	780-427-8616
Weightlifting	780-450-0408
Water Polo	403-652-7723
Water Ski	780-415-0088
WheelChair Sports	780-427-8699
Yoga	780-427-8776

Other provincial associations can be contacted via email.  
For a complete list of provincial associations, please visit:

<http://www.albertasport.ca/resources/partners-related-agencies.aspx>

**CONTACT INFORMATION FOR ACTIVE LIVING PROGRAMS**

AFLCA	780-492-4435
Be Fit For Life	780-492-4435
Ever Active Schools	780-454-4745
InMotion Network	780-644-5613

## SECTION IV MISCELLANEOUS

### 1. ASAA Executive Director Duties

The Executive Director shall be a paid official of the Association, appointed by the Board of Governors and responsible to it. The Executive Director shall have the following duties:

- A. Arrange, in cooperation with the Executive, meetings of the Executive Committee, the Board of Governors, Commissioners and ad hoc Committees that may be established by the Association.
- B. Maintain a close liaison and spirit of cooperation with all agencies, government and non-government, that have a direct or indirect interest in school sport.
- C. Assist in developing policy that will provide an educationally sound interscholastic activities program.
- D. Maintain immediate correspondence and communication with schools and other organizations concerning sanctions, bylaws and policy interpretation, appeals and eligibility rulings.
- E. Maintain liaison with high school associations of other provinces and states and with the Canadian School Sport Federation.
- F. Be prepared to represent the Association or speak on behalf of the Association as requested.
- G. Prepare the annual budget and be responsible for accounting, payroll, financial Statements and for commissioning the annual audit.
- H. Work closely with commissioners and competition hosts in arranging Provincial competitions, including the production and distribution of technical material and information and advertisements for programs.
- I. Maintain a close liaison and a spirit of cooperation with provincial sport associations.
- J. Oversee the preparation of the annual profile submission to Alberta Sport Connection
- K. Perform all functions and duties as may be directed by the Executive Committee.
- L. Oversee the marketing and promotion of the ASAA and assist in acquiring/maintaining corporate sponsorship/assistance.



## 2. Alberta Teachers' Association - ASAA Covention Agreement

The Alberta Teachers' Association and Alberta Schools' Athletic Association have agreed to the following procedure for releasing teacher coaches from their convention attendance obligations. Such releases only apply to teacher coaches involved with teams reaching the ASAA provincial finals.

1. The ASAA will inform the ATA of its schedule of events by the end of September.
2. The ATA staff officer responsible for conventions will analyze the schedule and notify convention associations of any potential conflict of dates between the ATA conventions and ASAA Provincial finals.
3. The ASAA will notify all zones to avoid local convention dates for Zone playoffs.
4. Teacher coaches of teams reaching the provincial finals will request the minimum time required for traveling to competitions when these conflict with conventions and complete the required form found on the ASAA website under forms and publications.
5. The Convention Attendance Committee will receive and verify all requests from teacher coaches to be absent from convention to fulfill their coaching responsibilities.
6. The ASAA will avoid, whenever possible, assigning teachers to officiate at provincial finals when these conflict with the annual teachers' convention.

**ASAA**  
**PROVINCIAL**  
**CHAMPIONSHIPS**

### 3. **The Alberta Teachers' Association**

The Code of Professional Conduct stipulates minimum standards of professional conduct of teachers but is not an exhaustive list of such standards. Unless exempted by legislation, any member of The Alberta Teachers' Association who is alleged to have violated the standards of the profession, including the provisions of the Code, may be subject to a charge of unprofessional conduct under the bylaws of the Association.

#### Definitions

1 In this Regulation,

(c) “ideological advantage” means perspectives taught to students in a biased manner with the intent to take advantage of a student’s uninformed or under-informed opinions, but does not include programs of study established under the Act;

(d) “student”, for the purposes of the code of professional conduct referred to in section 225.5 of the Act, includes a child enrolled in an early childhood services program.

#### Preamble

This code of professional conduct for teachers and teacher leaders is established in accordance with section 1.1 of this Regulation.

This code does not prejudicially affect any right or privilege guaranteed by the Canadian Charter of Rights and Freedoms or any constitutionally protected religious instruction right or privilege under section 93 of the Constitution Act, 1867.

Teachers and teacher leaders shall comply with this code.

Sections 225.4, 225.5, 225.91 and other sections of the Act provide the legal framework for this code, including mandatory compliance and procedures for alleged non-compliance.

Conduct that does not comply with this code constitutes unprofessional conduct in accordance with the Act.

Any person may make a complaint pursuant to the Act about alleged unprofessional conduct of a teacher or teacher leader, which may result in disciplinary action impacting a teacher’s or teacher leader’s suitability to hold a certificate.

Unprofessional conduct and professional incompetence are defined separately in the Act. This code does not apply for the purposes of determining professional incompetence.

The Teaching Quality Standard, Leadership Quality Standard, and Superintendent Leadership Quality Standard establish professional development requirements for teachers and teacher leaders.

This code applies to the conduct of an individual teacher or teacher leader. Matters pertaining to the administration of school authorities are subject to applicable legislation.

The conduct of teachers and teacher leaders, both on and off duty, bears directly on the community’s perception of the ability of teachers and teacher leaders to fulfill their unique position of trust and influence. Society and the school community hold teachers and teacher leaders to a high standard of conduct. Teachers and teacher leaders are accountable for their conduct, on and off duty, and are expected to conduct themselves with due regard to the honour, dignity, welfare, rights and best interests of students and the teaching profession.

#### Professional Conduct Requirements

1. In relation to students

- a. the teacher or teacher leader shall respect the dignity and rights of all students and persons without prejudice as to the prohibited grounds of discrimination set out in the Alberta Human Rights Act and with regard to rights as provided for in the Canadian Charter of Rights and Freedoms, and be considerate of the circumstances of students and persons.
- b. the teacher or teacher leader is required to demonstrate a welcoming, caring, respectful and safe learning environment that respects diversity and nurtures a sense of belonging, which students are entitled to under the Act.
- c. the teacher or teacher leader shall teach or lead in a manner that does not intentionally contravene applicable
  - i. legislation, and
  - ii. policies of Alberta Education
- d. the teacher or teacher leader shall not
  - i. intentionally harm or abuse a student verbally, psychologically or emotionally, or

- ii. harm or abuse a student physically or sexually.
  - e. the teacher or teacher leader shall not
    - i. intentionally engage in an illegal activity or other activities that may cause a student to be put at or to remain at risk of harm or abuse, or
    - ii. knowingly encourage or enable a student to engage in an illegal activity or other activities that may cause a student to be put at or to remain at risk of harm or abuse.
  - f. the teacher or teacher leader shall not disclose information received about a student in confidence or in the course of performing the teacher's or teacher leader's professional duties except
    - i. as required by law, or
    - ii. where
      - A. in the teacher's or teacher leader's judgment, it would be in the best interests of the student to disclose the information, and
      - B. the disclosure of the information is permitted by law.
  - g. the teacher or teacher leader shall not
    - i. accept pay for tutoring a student in any subjects in which the teacher or teacher leader is responsible for giving classroom instruction to that student, but may provide tutoring to other students not in the teacher's or teacher leader's charge, subject to local school policy,
    - ii. take advantage of a professional position to profit from the sale of goods or services to or for students in the teacher's or teacher leader's charge, or
    - iii. while in a position of authority, teach or lead in a manner that exploits the teacher's or teacher leader's relationship with students for ideological advantage, material advantage or other advantage.
  - h. the teacher or teacher leader may delegate specific and limited aspects of instructional activity to non-certificated personnel, provided that the teacher or teacher leader supervises such activity.
2. In relation to parents of students, the teacher or teacher leader shall
    - a. respect parents and be considerate of their circumstances
    - b. treat information received from and about parents with discretion,
    - c. be respectful in communications with and about parents, and
    - d. not discuss other students except where the matters being discussed are relevant to their child and then only to the extent that, in the teacher's or teacher leader's judgment, is necessary.
  3. In relation to colleagues, the teacher or teacher leader shall
    - a. not undermine the confidence of students in other teachers or teacher leaders,
    - b. not criticize the professional competence or professional reputation of another teacher or teacher leader, except
      - i. in confidence to appropriate officials, or
      - ii. in making a complaint about the alleged unprofessional conduct or alleged professional incompetence of a teacher or teacher leader under the Act,
    - c. not take any steps to pursue the discipline or dismissal of another teacher or teacher leader because of animosity or for personal advantage, and
    - d. in addition to other reporting required by law, report to the Commissioner the conduct of another teacher or teacher leader who is alleged to cause or have caused psychological, emotional, physical or sexual harm or abuse to a student
  4. In relation to the teaching profession, the teacher or teacher leader shall
    - a. behave in a manner that maintains the honour and dignity of the profession, and
    - b. not engage in activities that adversely affect the quality of the teacher's or teacher leader's professional service.



#### 4. Teachers' Convention Dates

### 2025

North Central	February 6–7
Calgary City	February 13–14
Endless Skies	February 13–14
AISCA	February 14
Central Alberta	February 20–21
Palliser District	February 20–21
South Western	February 20–21
South Eastern	February 20–21
Greater Edmonton	February 27–28
Central East	March 6–7
Mighty Peace	March 6–7

### 2026

North Central	February 5–6
Calgary City	February 12–13
Endless Skies	February 12–13
AISCA	February 13
Central Alberta	February 19–20
Palliser District	February 19–20
South Western	February 19–20
South Eastern	February 19–20
Greater Edmonton	February 26–27
Central East	March 5–6
Mighty Peace	March 5–6

### 2027

North Central	February 4–5
Calgary City	February 11–12
Endless Skies	February 11–12
AISCA	TBD
Central Alberta	February 18–19
Palliser District	February 18–19
South Western	February 18–19
South Eastern	February 18–19
Greater Edmonton	February 25–26
Central East	TBD
Mighty Peace	March 4–5

## 5. Comments on Harrassment, Screening and Hazing

### Harassment

All participants in school sport are entitled to an environment which is pleasant, professional and free of harassment. This entitlement however carries with it expectation that all participants in school sporting activities including, but not limited to: athletes, coaches, administrators, officials, spectators will conduct themselves in an appropriate and responsible manner, with due respect and regard for the rights and feeling of others.

The ASAA will neither tolerate nor condone any inappropriate or irresponsible conduct, including any form of behaviour which creates an intimidating, hostile or offensive environment for school sport as a result of harassment of an individual or group on the basis of but not limited to the following: gender, ethnicity, race, socio-economic status or religion.

Reports of school athletic related harassment occurring at any time during the school year may be made to the Executive Director, who will first confirm that any ATA related requirements have been followed (i.e. if a teacher is involved in reporting on another teacher, the ATA Code of Professional conduct, items #13 and #14 requires a copy of the complaint to be provided to the teacher in question). If the Executive Director is satisfied that the appropriate steps have been followed, they will provide written information pertaining to the harassment complaint to the ASAA Executive Committee. Upon review of the complaint by the Executive Committee, they will direct the Executive Director in whichever manner they choose appropriate. Most likely this will include submitting the report directly to the Principal of the school and the superintendent of the school board(s) that has teachers, students, coaches or other individuals involved in the reports. The school and board involved will be expected to invoke its policy on harassment to deal with the incident and will be asked to report back to the ASAA in writing with any decisions they have made. The ASAA will adhere to all decisions made by the school and board(s). The school board, not the ASAA, will deal with appeals to decisions made by the school board(s).

### Screening

The ASAA understands that it is the responsibility of schools and school boards to conduct the appropriate level of screening and background checks for teacher coaches, non-teacher coaches and other volunteers who will be working in any capacity with high school student athletes or school sport teams.

### Hazing

Hazing, sometimes known as initiation, has been receiving media attention in recent years and is an area that the ASAA feels schools need to be aware of. Similar to comments raised in the Harassment section on the previous page, it is the responsibility of schools and boards to handle any concerns that may arise from hazing behaviour in an appropriate manner. While not all inclusive, the ASAA defines hazing as follows:

“Any humiliating or dangerous activity expected of a student to belong to a group, regardless of their willingness to participate.”

**6. Conflict of Interest**

The ASAA will follow these general procedures in relation to Conflict of Interest:

1. **Appeals:** Conflict of interest in relation to appeals of ASAA policy is covered in the Appeals section of the ASAA Policy Handbook (Section VI. F.13)
2. **Disciplinary (Code of Ethics Policy):** A conflict of interest is any situation in which the private interest of an individual member may interfere with his/her responsibility to carry out his/her duties in an official capacity with objectivity and integrity. Such situations may involve the individual directly or indirectly through a family member, business partner or involvement with the ASAA or the applicant. Executive Committee members must disclose any potential conflict of interest situation to the Executive Director or Chair at the earliest opportunity and in any case, prior to the participation in any Disciplinary Committee discussions. Any Executive Committee member who is in conflict of interest shall not participate in the appeal and may be replaced by another person who is not in conflict of interest. In the event that two or more members of the Executive Committee are in a conflict of interest position, the Executive Committee may appoint two or more Past Presidents of the ASAA to sit on the Disciplinary Committee in substitution of those individuals who are in a conflict position.
3. **Recruitment or Undue Influence (Code of Ethics Policy):** Same as #2 above
4. **Financial:** No member of the ASAA Staff or Executive Committee shall sign any Association cheques made out in their name. Any such cheques (salary for staff members or expense claims by executive or staff) must be signed by the appropriate signing authority. All cheques require two signatures.
5. **Other Issues:** Similar procedures regarding conflict of interest will be followed for all other issues as noted in #2 above.





