

# **REGION OF PEEL SECONDARY SCHOOL ATHLETIC ASSOCIATION**



## **CONSTITUTION**

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**ARTICLE I - DEFINITIONS**

<u>ROPSSAA</u>	Region of Peel Secondary School Athletic Association
<u>Dufferin Peel School</u>	A secondary school belonging to the Dufferin Peel Catholic District School Board
<u>Peel School</u>	A secondary school belonging to the Peel District School Board
<u>Independent School</u>	A secondary school outside the jurisdiction of the Peel Public or Dufferin Peel Catholic District School Board
<u>Member School</u>	A secondary school that belongs to ROPSSAA as defined in the constitution
<u>Individual Member</u>	Any approved staff member of a member school who coaches one of the ROPSSAA sponsored and/or approved activities
<u>DPASSP</u>	The Dufferin-Peel Association of Secondary School Principals
<u>PASSP</u>	The Peel Association of Secondary School Principals
<u>OFSAA</u>	Ontario Federation of School Athletic Associations

**ARTICLE II - AIMS AND OBJECTIVES**

**A. AIM**

The aim of the Association shall be to make the fullest possible contribution to the health, happiness and physical welfare of the high school student by sponsoring well-organized and properly supervised athletic activities.

The association will act as a coordinating body for the member Association so as to:

- a) provide a forum for the exchange of ideas;
- b) coordinate the use of community facilities and related schedules;
- c) conduct competition, under OFSAA rules, for the selection of ROPSSAA representatives to OFSAA regional eliminations and/or Championships;
- d) host OFSAA Championships awarded to ROPSSAA;
- e) provide representatives to the OFSAA Legislative Council, Board of Directors and Standing Committees;
- f) conduct such other tournaments, competitions and clinics where deemed mutually beneficial by the member Associations.

**B. OBJECTIVES**

To promote, organize and administer athletic competitions between the Peel Board of Education, the Dufferin-Peel Roman Catholic Separate School Board, and any independent schools in the surrounding area that meet the requirements as laid down in this constitution.

To provide students with the opportunity to participate in supervised athletics according to their interests and abilities.

To provide opportunities for the development of athletic skills and physical fitness.

To foster principles of good sportsmanship and fair play among all students.

To encourage all ROPSSAA participants and spectators to respect and/or emulate the religious beliefs of other participants in competitions.

To schedule championship competitions to respect the religious holidays of the various participants wherever possible.

### **C. STATEMENT OF PHILOSOPHY**

The philosophy reflects a competitive structure that allows a maximum number of students to compete at their level of ability whenever practical. Factors such as student's needs, finances, facilities, time, resources, staffing and relationship to community programs may determine program practicality. Our emphasis within athletic competition is directed towards the student athlete who is trained and developed within the school system.

Involvement in inter-school competition allows the student to become more aware of his/her strengths and limitations and to work towards his/her potential. It is hoped that encouragement received through athletic participation will stimulate interest beyond the school level in outside groups or clubs.

Where inter-school competition is conducted by teacher-coach representatives within each sport, their efforts and personal conduct are directed towards the development of positive relationships with peers and encouragement of sportsmanship and fair play.

All participants should be encouraged to achieve creditable academic progress and to make a contribution to the general educational program of the school.

## **ARTICLE III - MEMBERSHIP**

### Section I - Member Schools

ROPSSAA will encompass those schools under the jurisdiction of the Peel District School Board and those schools under the jurisdiction of the Dufferin-Peel Catholic District School Board. Independent schools may apply for membership to ROPSSAA (Appendix A). For purposes of votes each member school present will have two votes, in accordance with article XVI, section 1. A school on entering the Association agrees to abide by all Articles of the Constitution, as well as all rules and regulations of ROPSSAA.

### **SCHOOLS, SCHOOL SHORT FORM, MASCOT, AND COLOURS**

<b>SCHOOL</b>	<b>SHORT FORM</b>	<b>MASCOT</b>	<b>COLOURS</b>
Applewood	(app)	'axemen'	royal blue, red, white
Applewood Acres	(aa)	'eagles'	red, white
Ascension	(asc)	'eagles'	blue, gold, white
Bramalea	(bram)	'broncos'	double blue, white
Brampton Centennial	(bcss)	'bucks'	red, black, gold
Brampton Christian Academy	(bca)	'kings'	maroon, grey, white
Cardinal Leger	(cleg)	'lancers'	double blue, white
Cawthra	(caw)	'panthers'	navy blue, white, orange
Central Peel	(cpeel)	'griffins'	green, white, black, gold
Chinguacousy	(ching)	'chiefs'	green, white, red
Clarkson	(clk)	'chargers'	gold, black, white

<b>SCHOOL</b>	<b>SHORT FORM</b>	<b>MASCOT</b>	<b>COLOURS</b>
Erindale	(erin)	'raiders'	green, blue, white
Father Goetz	(fgtz)	'gators'	green, silver, blue
Fletcher's Meadow	(fmss)	'arrows'	teal, grey, black, white
Glenforest	(glf)	'gryphons'	brown, gold, white, navy
Gordon Graydon	(gray)	'hawks'	green, gold, white
Harold M. Brathwaite	(brath)	'blizzard'	purple, silver, black, white
Heart Lake	(hlss)	'hurricanes'	red, blue, silver, white
Holy Name	(hn)	'royals'	royal blue, white
Humberview	(humb)	'huskies'	navy blue, red, yellow
Indec North			
Indec South			
Iona Catholic	(iona)	'dolphins'	teal, orange
Jeunes sans Frontieres	(jfro)	'tba'	navy, white, red
John Cabot	(jc)	'colts'	hunter green, red, white
John Fraser	(jf)	'royal jaguars'	royal blue, silver, white
Lincoln M Alexander	(linc)	'lynx'	navy blue, silver, white
Lorne Park	(lpk)	'spartans'	red, white grey
Loyola	(loy)	'warriors'	navy, white, grey
Mayfield	(may)	'mavericks'	navy blue, gold, white
Meadowvale	(mead)	'falcons'	powder blue, brown, white
Mentor College	(ment)	'marauders'	navy, green
Mississauga Private	(mps)	'tba'	navy, gold, red
North Park	(npk)	'vikings'	royal blue, orange
North Peel	(npeel)	'nitros'	black, gold
Notre Dame	(nd)	'knights'	burgundy, grey
Our Lady of Mount Carmel	(olmc)	'crusaders'	navy, white, red
Parkholme	(park)		blue, yellow
Philip Pocock	(poc)	'pirates'	black, gold
Port Credit	(pc)	'warriors'	blue, gold, white
Queensway Christian	(qc)	'saints'	royal blue, white
Rick Hansen	(rhan)	'storm'	gold, maroon, grey, black
Robert Hall	(rhall)	'wolfpack'	green, blue, gold
St. Aloysius Gonzaga	(zaga)	'bulldogs'	navy, orange, yellow-gold, white
St. Augustine	(staug)	'falcons'	royal blue, red, white
St. Edmund Campion	(camp)	'bears'	blue, gold, white
St. Francis Xavier	(fx)	'tigers'	blue, gold, white
St. Joan of Arc	(jarc)	'tba'	black, pewter, vegas gold
St. Joseph	(stj)	'jaguars'	purple, white
St. Marcellinus	(marc)	'spirit'	red, black, white
St. Marguerite d'Youville	(dville)	'panthers'	black, royal blue, white
St. Martin's	(stm)	'mustangs'	purple, gold
St. Paul	(stp)	'wolverines'	green, white, black
St. Thomas Aquinas	(aqu)	'cardinals'	red, black, white
Ste. Famille	(stef)	'tba'	tba
Streetsville	(sss)	'tigers'	black, white, orange
T.L. Kennedy	(tlk)	'kougars'	garnet, grey, white
Turner Fenton	(tf)	'trojans'/troiads'	black, silver, white, blue
West Credit	(wc)	'wolverines'	burgundy, grey, white
Woodlands	(wood)	'rams'	gold, crimson

Section II - Membership Suspension

- a) All association membership fees shall be due by the date designated by ROPSSAA. Any school in default, as stated in Article VII, Section I, shall be considered to have forfeited its membership. Memberships shall be in force from September 1, to the following August 31.
- b) ROPSSAA Council shall have the power to suspend a member school and/or coach from ROPSSAA should a school and/or coach knowingly and intentionally disregard the constitution, playing regulations or policies of the association. Such action maybe taken upon review of the matter at a board of inquiry.
- c) Membership in the Association shall be reviewed should a school enter a team in an outside league, in an activity approved or sponsored by the Association, under the school name, without prior permission of the Association.
- d) For all activities, approved and sponsored by ROPSSAA, member schools who attend out of province competition must apply to ROPSSAA council for approval or have their membership reviewed by the association (Appendix B).

**ARTICLE IV - ROPSSAA COUNCIL**

Section I - Makeup of ROPSSAA Council

- 1. ROPSSAA Council to consist of:
  - President
  - 2 Vice-President's (one DPAA, one PSSAA)
  - Secretary/Treasurer
  - Athletic Convenors
  - Male OFSAA Rep
  - Female OFSAA Rep
  - Dufferin-Peel Catholic District School Board Principal's Rep
  - Peel District School Board Principal's Rep
  - Independent School Representative
- 2. Each of the positions will be for a two-year term (from alternating boards unless not contested). The only exception is one of the Vice-President positions which will remain empty should a member from the appropriate Board not volunteer.
- 3. It is recommended that the President should have previous ROPSSAA Council experience.
- 4. On voting matters each member of ROPSSAA council will receive 1 vote with the deciding vote cast by the President.
- 5. Meeting sites will alternate among the schools of the involved people, unless decided otherwise by the council.
- 6. A quorum exists when 3 Council members are present.
- 7. Elections for any of the above positions will be held at the June General Meeting.

Section II - Appointed Position Vacancies

Applications will be solicited in March and April if a vacancy occurs. Interviews by the Council will occur in April and May. Appointment announcements will occur at the Annual Meeting.

Section III - OFSAA Representation

ROPSSAA representatives at OFSAA meetings shall be determined by ROPSSAA Council.

For the OFSAA Legislative Council, ROPSSAA will send the ROPSSAA President, Principal's Rep, and the Male and Female OFSAA reps.

Section IV - Interim Executive

It is recognized that ROPSSAA is made up of the Peel District School Board schools, Dufferin Peel Catholic District School Board schools, and independent schools. In the event of mitigating circumstances that preclude the usual operation of council business an interim executive will be struck. The interim executive will conduct business for the unaffected parties.

**ARTICLE V - DUTIES OF THE OFFICERS**

Section I - Duties of ROPSSAA Council

- a) The Council of the Association shall abide by the articles, rules and regulations of the Association.
- b) The Council shall exercise control over all funds and all matters dealing with the Association.
- c) The Council shall meet during the second week of each month.

Section II - Duties of the Officers

1. President

- a) To preside at the General and Council meetings.
- b) To have authority to inquire into any matter pertaining to the affairs of the Association and to ask any individual member to attend any meeting.
- c) To prepare any agenda in consultation with the Council three weeks prior to each General Meeting.
- d) To represent the Association and to act as liaison between the Press, the Public and the Boards of Education.
- e) To call a General Meeting within three weeks, at the written request of ten or more individual members of the Association.
- f) To have the prerogative of decision with the support of the Council.
- g) To make necessary arrangements for all Council meetings.
- h) To preside over the election of officers.

2. Vice-Presidents (duties to be shared)

- a) To assume any of the duties of the President when that Officer is unable to act or prefers not to act.
- b) To be responsible for the arrangements for the June meeting.

- c) To encourage and to receive nominations and to help prepare a slate of names for all elected positions.
- d) To be responsible for handling all protests.
- e) To recruit volunteers for sport Convenorships.
- f) To be responsible for locating, ordering and distributing awards and ensuring the delivery of all trophies to the Convenor prior to the championship event.

3. Secretary/Treasurer

- a) To keep an accurate record of the proceedings of all Council and General meetings of the Association.
- b) To send out notices of meetings at least two weeks before the scheduled date.
- c) Prepare the agenda with the President.
- d) To send out minutes of all General meetings to each school.
- e) To send out minutes of all Council meetings to all Council members.
- f) Assist in the annual preparation of motions to change the constitution and playing regulations.
- g) To advise the President of all communications before action is taken.
- h) To manage all the finances of the Association.
- i) To keep an accurate record of all monies received by and disbursed on behalf of the Association.
- j) To send out notice of fees to all schools, including the second installment notice.
- k) To prepare and submit a written financial report for all General meetings.
- l) To send out reminder notices to all delinquent accounts periodically.
- m) To recommend the amount of the annual association fee to the Council in order that it can be announced at the June General Meeting.

4. Athletic Convenors

- a) To provide a direct line of communication between sport convenors and the ROPSSAA Council.
- b) To represent ROPSSAA when dealing with the Boards of Education, the press and the public.
- c) To schedule all sports under the auspices of ROPSSAA.
- d) To ensure that adequate facilities have been booked for all sports.
- e) To assist the ROPSSAA Secretary in their duties.
- f) To assist in the specific duties of the sports convenors.
- g) To prepare and maintain an updated list of ROPSSAA champions and Trophy recipients.
- h) To prepare a schedule of ROPSSAA and OFSAA dates for the coming year and to present it to the June General Meeting.

5. Male/Female OFSAA Representatives

- a) To attend the announced OFSAA meetings and report back to ROPSSAA Council.
- b) To liaison with OFSAA on all matters concerning ROPSSAA.

6. Principal's Representative

- a) To provide a direct line of communication between the appropriate Association of Secondary School Principals and ROPSSAA Council.
- b) To make reports as requested by ROPSSAA Council.

## ARTICLE VI - MEETINGS

### a) General Meetings

General meetings will be held prior to each season (fall, winter, spring)

The order of business shall be:

- roll call
- minutes of previous meetings
- correspondance
- transfer and eligibility report
- ofsa representative report
- principal representative report
- new business
- adjournment to preseason coaches meetings (Article XI, Section II c+d)

### b) Preseason Coaches Meetings

Preseason coaches meetings will be held for all activities offered by the Association. Each school participating in an offered activity must send a representative to this meeting to prepare for the upcoming season. Failure to attend will result in sanctions as determined by ROPSSAA Council.

The order of business shall be:

- roll call
- eligibility and transfer
- review of schedule/championship format
- review of playing regulations
- selection of jury of appeal
- results and/or reporting of scores
- other business

### c) Post Season Coaches Meetings

Post season coaches meetings will be held following the completion of the season.

The order of business shall be:

- roll call
- review of season and championship results
- changes to playing regulations
- recommendations for next season
- other business

### d) Annual Meetings

The Annual Meeting will occur in June.

The order of business shall be:

- roll call
- minutes of previous meeting reports
- council reports
- finances
- constitutional ammendments
- playing regulation ammendments
- convenorships
- activity dates
- ROPSSAA council
- other business

## **ARTICLE VII - FINANCES**

### Section I - Membership Fees

A ROPSSAA fee (to include a school's affiliation fee, awards, and all entry fees to ROPSSAA sports competition) shall be assessed by the ROPSSAA Treasurer, and billed to the Principals and Athletic Directors of all ROPSSAA schools wishing to participate at the ROPSSAA level. These fees shall be remitted to the ROPSSAA Treasurer. Schools in arrears will be assessed a minimum \$100.00 penalty by ROPSSAA Council. Failure to abide by these penalties will result in forfeiture of membership.

The fees will be based on a schools October 31 enrollment numbers:

**NOTE:** Schools with unique and/or exceptional circumstances may appeal to ROPSSAA Council for consideration of an adjusted fee structure.

### Section II - Association Fees

A ROPSSAA Association fee (to cover administrative expenses) will be charged to the participating Associations (DPAA and PSSAA). This fee will be assessed based on the amount of administrative support provided by the individual association (DPAA and PSSAA). The fee will be set prior to the June General Meeting and be paid by September 15.

### Section III - Recognition and Acknowledgement

The Council will recognize the contribution of ROPSSAA Council, ROPSSAA Transfer Committee, Convenors and any other special individuals who support the business of ROPSSAA.

### Section IV - OFSAA Championship Fees

ROPSSAA member schools sending any team or individual to OFSAA events, are responsible for paying the ROPSSAA Treasurer the required entry fee, or directly paying the fee to OFSAA. All other costs including transportation, accomodation, banquet or other are the responsibility of the participating school.

## **ARTICLE VIII - SPORT CONVENORSHIPS**

### Section I - Application Procedure

- Step 1. Notice of Sport convenorship opportunities will be presented at the pre and post season meetings of each sport. Volunteer names will be referred to ROPSSAA Council.
- Step 2. Applications for Convenorship will be sent to all athletic contacts for distribution to all coaches by April 1. These must be returned by April 30.
- Step 3. The executive will compile a list of Convenors. In the event of multiple applications, the executive will decide the Convenor in a fair and equitable manner.

- Step 4. Any remaining open Convenorships will be re-posted and distributed with the information regarding the June General Meeting. These must be returned prior to the June General Meeting.
- Step 5. The Council will attempt to fill any remaining Convenorships.
- Step 6. In the event that a Convenor cannot be found for a specific activity (by the June General Meeting for fall sports, September 30 for winter sports and January 14 for spring sports) that activity will not be run.

#### Section II - Sport Convenor Duties

- a) To operate the activity for which they are responsible under the direction of the Council. The convenor shall abide by the Sport Playing Regulations and the Constitution.
- b) To chair a pre and post season coaches meeting.
- c) To attend ROPSSAA Council meetings as required.
- d) To distribute typed minutes of coaches meetings to ROPSSAA Council as well as the coaches.
- e) To chair the Jury of Appeal and report the decision to the Vice-President of ROPSSAA and all involved parties.
- f) To deal with other sport related issues as they arise throughout the season.
- g) To communicate with the Vice-President of ROPSSAA on all protests, that are not under the jurisdiction of the Jury of Appeal, for collaboration and decision making.
- h) To stay within the budget guidelines as set by ROPSSAA Council.
- i) To arrange with the Treasurer of ROPSSAA for all monies to be paid. Receipts must be remitted for reimbursement.
- j) To send all money received and any outstanding bills to ROPSSAA Treasurer.
- k) To arrange with the Vice-President for awards and trophies.

#### Section III - OFSAA Convenors

- (a) Any individual member or member school intending to bid/host an OFSAA championship must receive approval from ROPSSAA Council. Approval application to include tournament proposal.
- (b) OFSAA Championships run by individual members or member schools of ROPSSAA are the responsibility of ROPSSAA should a monetary loss occur.
- (c) The OFSAA Convenor will be required to present ROPSSAA Council with a proposed budget, for approval, 30 days prior to the initiation of financial expenditures. The OFSAA Convenor will also be required to present the final financial statement along with the profits or an explanation of the deficit within 4 months of the championships.
- (d) If a profit is made the profit is divided equally between Ofsaa and ROPSSAA.

#### Section IV - Admission Fees

Spectator charges at ROPSSAA Championships will be no more than \$3.00 for a student with a student card and no more than \$5.00 per adult. The proceeds from the gate will be sent to the ROPSSAA Treasurer.

#### Section V - Equipment

Should a major piece of capital equipment be damaged or lost while being used at a ROPSSAA sponsored and/or approved scheduled event, the school that sustained the damage or loss may submit a request for financial assistance to ROPSSAA Council covering the repair or replacement. The request must be received within four weeks of the damage. Each request will be considered on an individual basis.

**ARTICLE IX - AWARDS**

This article overrides any award specifications listed in the sport playing regulations.

Section I

All trophies remain the property of ROPSSAA. The upkeep, repair and engraving of each trophy is the responsibility of the member school winning the award.

Section II

ROPSSAA Championship Awards are provided by ROPSSAA and given to the winners of sponsored activities as follows:

<u>Team Sports</u>	<u>Awards</u>
Winning Team	Trophy
Members of Winning Team	Gold Medallion
Runners up	Silver Medallion

**Note:** Team Sports include baseball, basketball, cricket, curling, fast pitch softball, field hockey, flag football, football, hockey, lacrosse, rugby, soccer, slopitch softball and volleyball.

'A' or 'AA' or 'AAA' playdown competition will award trophies.

<u>Individual Sports</u>	<u>Awards</u>
Individual Winners and Winning relay team	Gold Medallion
2nd place individual and relay team	Silver Medallion
3rd place individual and relay team	Bronze Medallion
4th - 6th place individual and relay team	4th - 6th Ribbons
Winning Team	Trophy
Members of 1st and 2nd Place Teams Qualifying for OFSAA*	Gold or Silver Medallion

\*alpine skiing, cross country running, nordic skiing

Members of 1st and 2nd Place Teams not Qualifying for OFSAA*	1st and 2nd Ribbons
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\*archery, badminton, track and field, wrestling

- Note - should there be fewer than 6 participating schools or individuals in a sport/event gold medallions only will be distributed.
- should there be fewer than 6 participating teams in a league no individual awards will be distributed.
- there must be a minimum of 6 teams in a tier for medallions to be presented
- nordic skiing relays will be fun events only and no awards will be given.

## **ARTICLE X - ELIGIBILITY**

### Section I - Academic

- a) All students are eligible for athletic competition, if in the opinion of their Principals and according to OFSAA eligibility rules, they are bona fide students of the school they represent, subject to the specific playing regulations for each activity.
- b) A bona fide student is:
  - i) students who have fewer that twenty two (22) credits must be taking courses which define them as full time students under the Ministry of Education definition. Namely, a student in a traditional school must be registered in a minimum of six (6) full day school credit courses: in a semestered school, a student must be registered in a minimum of three (3) full day school credit courses in the semester in which he/she participates
  - ii) students who have achieved twenty two (22) credits must be taking four (4) non-semestered full day schools credits courses over the school year or two (2) full day school credit courses in the semester in which he/she participates
- c) Students will be eligible to participate for no more than 5 consecutive school years from entry into grade 9.

### Section II - Age Classifications

- A) For all three division sports (Senior, Junior, Bantam/ Midget).
  - i) A senior boy or girl shall not have attained their 19<sup>th</sup> birthday by January 1<sup>st</sup> prior to the start of the current school year in which the competition is held (January 1, 2004).
  - ii) A junior boy or girl shall not have attained their 15<sup>th</sup> birthday by January 1<sup>st</sup> prior to the start of the current school year in which the competition is held (January 1, 2004). In addition they must be in their 1<sup>st</sup> or 2<sup>nd</sup> year of high school, unless this sport level qualifies for OFSAA competition in which case this rule does not apply.
  - iii) A bantam/midget boy or girl shall not have attained their 14<sup>th</sup> birthday by January 1<sup>st</sup> prior to the start of the school year in which the competition is held (January 1<sup>st</sup>, 2004). In addition they must be in their 1<sup>st</sup> year of high school.

- B) For all two division sports (Senior, Junior)
  - i) A senior boy or girl shall not have attained their 19<sup>th</sup> birthday by January 1<sup>st</sup> prior to the start of the school year in which the competition is held (January 1<sup>st</sup> 2004).
  - ii) A junior boy or girl shall not have attained their 15<sup>th</sup> birthday by January 1<sup>st</sup> prior to the start of the school year in which the competition is held (January 1, 2004). In addition a junior age competitor must be in their 1<sup>st</sup> or 2<sup>nd</sup> year of high school, unless this sport level qualifies for Ofsaa competition in which case this rule does not apply.
- C) For all varsity level sports (1 division)
  - i) A participant shall not have attained their 19<sup>th</sup> birthday by January 1<sup>st</sup> prior to the start of the school year in which the competition is held (January 1, 2004).
- D) Sports will be designated by ROPSSAA Council with respect to divisions.
- E) The official birthdate shall be that recorded in the student O.S.R.

### Section III - ROPSSAA Transfer and Eligibility

Any student who attended another high school in the previous school year must apply to the ROPSSAA Transfer and Eligibility Committee for eligibility approval (Appendix C). Any transfer student is deemed ineligible until such time as approval has been granted by the ROPSSAA Transfer and Eligibility Committee. Retroactive approval will not be given. Participation in any ROPSSAA activity prior to this approval will result in a default.

Applications can be obtained at the school and should be processed through the school's athletic director.

Dates and deadlines for the meetings will be published at the beginning of each school year.

The ROPSSAA Transfer and Eligibility Committee will deal with applications according to the meeting dates set at the beginning of the year.

Dates will be scheduled to reflect the Ofsaa appeal deadlines dates.

Applications received after the last scheduled ROPSSAA date (for the school year), will be reviewed upon receipt of a fee of \$50.00 per application.

### Section V - Deadlines

#### 1. League Scheduled Sports

The eligibility list must be submitted to the Sports Convenor and the Athletic Convenor prior to the first league game.

Additions to the eligibility list during the season are permitted. These submissions may be made by fax prior to the contest in which the player(s) take part.

2. Non League Sports

The eligibility list must be submitted to the Sport Convenor and the Athletic Convenor by the date designated at the pre-season coaches meeting and/or the convenors memo to the schools. This date is to be no later than one week prior to the first competition.

**NOTE:** Failure to submit lists by the deadline will result in a \$25.00 fine and default of game(s) played

Section VI - Team Eligibility

- (a) Individuals are eligible for 1 level of competition only.
- (b) For team sports individuals must have participated in at least 50% of their team's league games to be eligible for playoffs. Games missed due to injury or as a result of waiting transfer approval maybe included in this percentage.

Section VII - All-Star Selections and Competitions

- (a) The aim of all-star competitions/teams is to promote the sport by providing an opportunity to the maximum number of participants.
- (b) All participants must meet ROPSSAA eligibility requirements and be in good standing with the Association.
- (c) Volunteer all-star convenors must submit their proposal to ROPSSAA Council 30 days prior to the event or publication of the team list(s) (Appendix E).
- (d) Disbursement of all funds must be approved by ROPSSAA Council.

Section VIII - Eligibility Concerns

- (a) All eligibility concerns are to be submitted in writing to the ROPSSAA Chair. Any concerns regarding ROPSSAA Transfer and Eligibility will then be forwarded to the Chair of the Committee to be dealt with.
- (b) All cases not covered by the eligibility rules shall be referred to ROPSSAA Council.
- (c) The above rules in no way affect a Principal's right to disqualify any boy or girl for reasons he/she deems fit.
- (d) Individuals failing to report eligibility concerns immediately upon receipt of the information will be referred to a Board of Inquiry.

Section IX - Violations of Eligibility

1. League Scheduled Sports

The offending school shall forfeit each game it has played before the stated eligibility requirements were satisfactorily fulfilled.

The credit for the win shall be granted to the non offending team in each game played.

2. Non League Sports

The offending competitor shall forfeit their finish position in addition to any contributions towards their teams' standing.

**Note:** Intentional violations of eligibility shall be reviewed by a board of inquiry

**ARTICLE XI - COMPETITIONS**Section I - Competitive Seasons

- a)
- |   |   |
|---|---|
| Alpine Skiing (winter)                    | Golf (fall)                               |
| Archery (spring)                          | Hockey (boys, girls - winter)             |
| Badminton (spring)                        | Nordic Skiing (winter)                    |
| Baseball (spring)                         | Rugby (spring)                            |
| Basketball (girls - fall / boys - winter) | Slopitch Softball (spring)                |
| Cricket (winter/spring)                   | Soccer (boys, girls - spring)             |
| Cross Country Running (fall)              | Swimming (winter)                         |
| Curling (winter)                          | Table Tennis (winter)                     |
| Fastpitch Softball (spring)               | Tennis (fall)                             |
| Field Hockey (boys, girls - fall)         | Track and Field (spring)                  |
| Field Lacrosse (boys, girls - spring)     | Volleyball (boys - fall / girls - winter) |
| Flag Football (girls - fall)              | Wrestling (winter)                        |
| Football (fall)                           |   |
- b) Beginning in the 2004-2005 school year, ROPSSAA Council will determine start and stop dates prior to the competitive season. Determination to include the maximum number of league games.

Section II – Intent to Participate

- a) A schools Athletic Contact will indicate which activities their school will participate in by the intent to participate deadlines.
- b) The Athletic Contact shall indicate intention of withdrawal from competition in an activity. Notification shall be made to the Athletic Convenor. Withdrawal from competition after the first draft of the schedule has been made will result in a fine of \$50.00. Additions after the schedule has been set will be accepted based on executive approval, and will result in a charge of \$250.00. Teams added to the schedule in replacement of a team dropping out will be charged a fee of \$75.00. A default fee of \$100.00. This amount may be appealed to the ROPSSAA Executive.
- c) For all activities a school participates in, the head coach and/or assistant coach must attend the pre-season meeting workshop. The head and/or assistant coach must be a staff member of the school. Community volunteer coaches are encouraged to attend the pre-season meeting workshop.
- d) Teams unable to send a representative to the pre-season meeting may send a representative to a subsequently scheduled meeting in addition to paying a fine of \$25.00.

Note: should there be fewer than 6 teams participating in an activity the activity will not be sponsored.

Section III - Competitive Structure

- a) ROPSSAA Competition
- i) The playing regulations of each sport will define levels of play in ROPSSAA competition.

- ii) All team playoffs and championships will be 1 game only.
- iii) The number of teams advancing to playoffs will be determined by the number of teams participating in a league. The maximum number of teams advancing is not to exceed 50% of the participants, unless approved by ROPSSAA Council and the sport convenor.

b) OFSAA Competition

- i) ROPSSAA entry to Ofsaa competitions in individual sports shall be decided at ROPSSAA Championship competition
- ii) ROPSSAA entry to Ofsaa competitions in team sports will be decided in the following categories:

<u>Fall</u>	<u>Winter</u>	<u>Spring</u>
Boys Volleyball A, AA, AAA, AAAA	Boys Basketball A, AA, AAA, AAAA	Boys Soccer A/AA/AAA/AAAA
Girls Basketball A, AA, AAA, AAAA	Girls Volleyball A, AA, AAA, AAAA	Girls Soccer A/AA/AAA/AAAA
Girls Field Hockey 1 level	Girls Hockey A/AA/AAA/AAAA	Girls Rugby 1 level
Football 1 level	Boys Hockey A/AA/AAA/AAAA	Boys Rugby A/AA/AAA/AAAA
	Boys Curling 1 level	Boys Baseball 1 level
	Girls Curling 1 level	

Note: : senior teams only are eligible for Ofsaa team playdown competition  
 : team members must meet ROPSSAA eligibility requirements and teams must compete in senior league schedules  
 : for basketball, volleyball and soccer the team winning the ROPSSAA championship (tier one - if applicable) will be the AAAA representative unless already declaring their intention for A, AA, or AAA  
 : for baseball, football, hockey, and rugby, the team winning the ROPSSAA championship (tier-one if applicable) will be the AAAA representative unless already declaring their intention for A/AA/AAA  
 : 'A', 'AA' and/or 'AAA' representation will be determined through Ofsaa playdown competition, eligible teams must declare their intention to participate by the deadlines announced.

Enrollment figures \* for Ofsaa levels of play:

A	1 - 500
AA	501 - 900
AAA	901 - 1250
AAAA	1,251 and above

\*the FTE school population figures at October 31, 2003 will be used.

Section IV - Start Times, Dates and Facilities

- a) Start Times + Dates Will be outlined in ROPSSAA sport playing regulations, start times may be altered to suit the needs of competing schools and availability of officials upon agreement of all parties concerned. Schools requesting date, time or location changes must complete and submit a game change form (Appendix F). Where possible the start time for basketball, volleyball, soccer and rugby doubleheaders will be 2:30pm.

- b) Facilities                      It is recognized that the field and/or gymnasium facilities at each school, while similar, do have individual differences. The designated facility at the host school will be used for league and playoff games. All playoff games, except for the Championships, will be held at the school with the highest final standing after regular season play. In the case of a tie, the home field or home court will be determined by a coin toss.

#### Section V - Guidelines for Championships

- a) Site - The site for any championship event must be approved by ROPSSAA Council prior to the pre-season meeting.
- b) Police - All championship events must have police present unless ROPSSAA Council approval has been given.
- c) Only the ROPSSAA Championship may occur on the pre-approved date at the championship location unless otherwise approved by ROPSSAA Council.
- d) Awards are to be presented at the conclusion of the competition. Exceptions to this may occur when result tabulation makes this impossible.
- e) Sponsorship may be visible at the championships following approval from ROPSSAA Council and the Principal from the schools involved.
- f) Evening championships shall not begin prior to 4:30pm for a triple header and 6:00pm for a double header.
- g) If transportation is cancelled, any scheduled activity will be rescheduled to the next available date or to the date specified in the playing regulations of that particular sport.

#### Section VI - The procedure for becoming an Approved ROPSSAA activity is :

- i) Present to ROPSSAA Council, a rationale justifying the inclusion of the sport as an approved ROPSSAA activity.
- ii) Devise a set of playing regulations and operating procedures for the sport where appropriate.
- iii) Present these to ROPSSAA Council at a council meeting for discussion and approval.
- iv) ROPSSAA Council will ensure that the Principals and Physical Education Heads are aware of the application.
- v) The ROPSSAA Council approves procedures, and regulations will then be presented at a General Meeting for further discussion and approval.
- vi) Once approved, the activity must operate as an approved activity for at least one year before an application for sponsorship can be made.

#### Section VII - Uniforms

- i) For team sports, a school's uniform, as per the playing regulations, should predominantly include its' declared school colours. In the event of a conflict, the home team or the team not wearing their school colours must change or forfeit.
- ii) Athletes may not change their clothing in the competition area. For all outdoor sports athletes must arrive dressed to compete. Visiting teams requiring the use of washroom facilities must send a staff member into the school with the team member(s). For all indoor sports, athletes must move to the designated locker room or change area to change their clothing.

Section VIII - Scheduled Game

- i) Coaches are responsible for reviewing final game schedule and playoff schedules as to locations, dates, and times to ensure their attendance.
- ii) Failure to attend at the scheduled time will result in forfeiture of the game and/or loss or opportunity to compete.

Appeals may be made for the forfeiture occurring and must be submitted to ROPSSAA Council with a fee of \$25.00.

Section IX - Supervision

- a) Public Facilities  
In instances where a school declared home field/gymnasium or arena is a public facility the host school must provide the appropriate supervision.
- b) League and Playoff Games  
Host schools to determine spectator access to school property. Visiting teams interested in bringing spectators are responsible for contacting the host school to make arrangements including the appropriate supervision. Host schools must provide the appropriate supervision should spectators be allowed in the gymnasium.
- c) Championship Events  
Participating schools must send the appropriate supervision including a school administrator to all championship games.

note - the appropriate supervision is not to include the coach of the game.

**ARTICLE XII - JURY OF APPEAL**

Section I - Members and Responsibilities

- a) A Jury of Appeal will be selected at all pre-season sport meetings. The jury of appeal will consist of the Sport Convenor and four coaches from participating schools.
- b) The Jury of Appeal shall make rulings on sport specific questions as they relate to interpretations of playing regulations.
- c) Any Jury of Appeal member whose school has been named in the protest will not vote on the matter.
- d) The chair of the Jury of Appeal will be the Sport Convenor.

Section II - Procedures for Lodging an Appeal

- a) For team sports the appeal must be communicated to the Sport Convenor within one school day. Written documentation must be submitted within 2 school days, with copies to the Principals of the schools involved, unless the game is within the last 2 days of the season or is a playoff game in which case the appeal must be communicated and faxed to the Sport Convenor by 8:30am the morning following the game.
- b) For sports where a day tournament or competition is held, the appeal must be communicated to the Sport Convenor or designate with 15 minutes of the protested occurrence, followed by written documentation.

- c) A fee of \$25 must accompany each appeal and will be forfeited to the Association should the appeal not be sustained.
- d) Appeals of referees decisions during games concerning the interpretation and/or application of rules will not be accepted.

Section III - Procedures for Conducting a Jury of Appeal

- a) The Jury of Appeal shall be convened when a protest has been lodged following the procedures outlined above.
- b) The Jury of Appeal shall communicate with any individual considered to be knowledgeable of the protest.
- c) The Chair of the Jury of Appeal shall officially communicate, in writing, the decision of the Jury of Appeal to the following persons:
  - i) ROPSSAA President
  - ii) Athletic Convenors
  - iii) The teacher lodging the appeal
  - iv) Any other person(s) involved in the proceedings
  - v) Coach(es) against whom the protest was lodged
  - vi) Principals of the schools involved
  - vii) Athletic Contacts of the schools involved

Section IV - Appeal Process

- a) Appeals of Jury of Appeal decisions must be lodged in writing by a school's Athletic Contact or Head Coach with the ROPSSAA President within two school days of the protested decision.
- b) the president will make a ruling in consultation with the parties involved and ROPSSAA Council.

**ARTICLE XIII - BOARD OF INQUIRY**

Section I - Members and Responsibilities

- a) The Board of Inquiry will consist of a Vice President, a Principals Representative and one member of the executive.
- b) The Board of Inquiry shall make rulings on all matters not covered by playing regulations. The Board of Inquiry shall make rulings on questions as they relate to ROPSSAA constitutional policies and procedures.
- c) The chair of the Board of Inquiry shall be the Vice President
- d) The Board of Inquiry shall include no members whose school may be involved or affected by any decisions made.

Section II - Requesting an Inquiry

- a) Any member school may request an inquiry through the school principal or the school athletic contact.
- b) Requests for Inquiry must be submitted in writing within 48 hours of the matter in question. Requests to be submitted to the President for distribution to the appropriate parties.
- c) The ROPSSAA Council President may request a board of inquiry to deal with any matters concerning the association or its' members.

Section III - Inquiry Procedures

- a) The Chair of the Board of Inquiry shall notify all parties concerned of the intention to hold an inquiry.
- b) All parties involved will receive a written copy of the matter in question within 48 hours of the notification. Principals of any schools involved will be included in the notification process.
- c) All information to be considered in the inquiry must be submitted to the Chair of the Board of Inquiry within 48 hours of written notification.
- d) The Chair of the Board of Inquiry shall officially communicate in writing the decision of the board to the following persons:
  - i) ROPSSAA President
  - ii) The Principals of the Schools involved
  - iii) The Athletic Contact of the School involved
  - iv) Any other persons involved in the Board of Inquiry

Section IV - Board of Inquiry Appeals Process

- a) Appeals of Board of Inquiry decisions must be lodged in writing by a school's principal or athletic contact to the President within 48 hours of the decision. A fee of \$50.00 must accompany the appeal and will be forfeited to the Association should the appeal not be sustained.
- b) Board of Inquiry Appeals will be forwarded to a Board of Reference for a decision.

**ARTICLE XIV - BOARD OF REFERENCE**

- a) The Board of Reference shall consist of a quorum ROPSSAA Council and the related Sport Convenor.
- b) No member of the Board shall act if his/her school is involved.
- c) The Board shall consider and deal with all matters of policy and principle affecting the Association and shall act as guardians for the conduct of the Association program.
- d) The Board of Reference shall meet when the President deems it necessary.
- e) The President shall request the presence of members of the Board of Reference, the individuals against whom the complaint is lodged, the Principals of the schools involved, the school Athletic Directors, the person lodging the complaint, and witnesses of the alleged misconduct.
- f) The President shall notify them of the date, time and location of the meeting.
- g) Affairs relating to the Board of Reference meetings are to be discussed only at the Board of Reference.
- h) The President will officially communicate the decision of the Board of Reference to the following:
  - 1. The person against whom the complaint was lodged.
  - 2. The Principal of the schools involved.
  - 3. The school's Athletic Contact.
- i) All Board of Reference decisions will be final.

**ARTICLE XV - GENERAL**Section I - Coaching

- a) School teams shall at all times be under the supervision of an approved staff member of the school which they represent, prior to, during and after the completion of the competition and until all of the team has left the site. Failure to comply may lead to sanctions by ROPSSAA Council.
- b) All head coaches must be approved members of the school staff. Non-staff may help in coaching under the direction of the head coach. Ejection of any coaching personnel results in forfeiture of the game and/or match.
- c) Where an established school team is in competition and only certain members of that team have advanced in competition, and in special situations, where the coach is unable to attend, the students may be supervised by a coach from another school, provided that certain rules outlined below are followed:

Both schools are in agreement.

Both coaches must inform their principals and the Sport Convenor as to the coach who will be supervising the students. Also, pertinent personnel information about the students must be passed on to the supervising teacher prior to departure. Pertinent information must include the student's name, home address, telephone numbers, where parents or guardians can be reached, Health Card Number, doctor's name and phone number.

- d) Head and/or assistant coaches must attend the preseason meeting workshop.
- e) The reporting of scores is the responsibility of the winning team. Scores must be reported immediately following the game the date of the game. Failure to respond to requests to report scores in the regular season will result in no score being recorded.
- f) Head coaches are responsible for providing the first and last name of each competitor, in addition to the shirt number on game sheets (if applicable).

Section II - Deportment

Players and coaches who are guilty of criticizing game officials, whether the criticism is in person or in public, or who are guilty of unsportsmanlike behaviour, are open to censure from the Association, and are accountable to the Association for their actions. An official is empowered to report any misconduct on the part of a player or coach to the President.

Misconduct, as stated above, must be noted by the official on the back of the game report form. A letter describing the offence and naming the parties concerned, must be mailed to the Vice-President within two school days, by the Convenor with copies to the Athletic Convenors, the parties involved and the Principals of the schools involved.

Any incident involving a player who assaults (verbal, physical or gestures) a coach or an official at a ROPSSAA competition, will be referred to a Board of Reference. The player will be suspended from all further ROPSSAA and OFSAA competition until such time as a final decision has been made. The Board of Reference's decision may include suspension from any further competition at ROPSSAA or OFSAA in any sport for one calendar year.

Any ejection from a ROPSSAA competition may result in a suspension from further ROPSSAA activity, to be determined by ROPSSAA Council.

Section III - Code of Behavior

- a) It is the responsibility of all member schools, coaches, and athletes to uphold the integrity of the Code of Behavior (Appendix G)
- b) The Code of Behavior will be included on the reverse of the Eligibility List. All athletes listed on the eligibility list must initial to indicate acknowledgement of the Code of Behavior.
- c) All members of a team including coaches and managers are to refrain from smoking while attending ROPSSAA events.

Section IV - Transportation

If transportation is cancelled in either Board, any scheduled activity will be rescheduled to the next available date or in the day specified in the playing regulations of that particular sport.

Section V - Code of Behaviour for Spectators

- a) Spectators are expected to adhere to the Ofsaa/ROPSSAA Code of Behaviour of Spectators (Appendix H)
- b) All banners, signs, or flags must be representative of the participating school and be positive in nature.
- c) Spectators are to refrain from smoking while attending ROPSSAA events.

**ARTICLE XVI - AMENDMENTS**

Section I - Constitution

The Constitution may be amended only at the time of the Annual Meeting. Any proposed amendment shall be preceded by a circularized Notice of Motion. All amendments to the Constitution in order to be carried, must have a 3/4 majority vote of the member schools present. The voting members representing each school will be designated by the principal of that school. Notices of Motion must be in the hands of the Secretary by May 1 of the current school year.

Section II - Playing Regulations

The playing regulations may be amended at the post season meeting and approved by ROPSSAA Council. Those amendments not passed by the Council will be brought to the June General Meeting. Amendments to the playing regulations require a simple majority at a post season meeting and a 3/4 majority vote (see section I) at the General Meeting.

Where no post season meeting is held, changes to the Playing Regulations should be forwarded directly to the Council for consideration at the June meeting.

Section III

In the event of an emergency, the council shall have the authority to amend any playing regulations. Further, the Convenor of the affected sport or the Convenor's designate must be present to represent the coaches.

## **ARTICLE XVII - ROPSSAA TRANSFER AND ELIGIBILITY COMMITTEE**

### Section I - General Procedures

The ROPSSAA Transfer and Eligibility Committee will consist of 9 members: the Chair of the Committee, 6 reps from member schools and the 2 OFSAA reps. The Chair for the following year will be determined by the previous years' Committee, before the June General Meeting. Other members will be decided upon by each Association, at their end of year meeting.

The Committee will meet a minimum of 5 times per year, to coincide with the start of the athletic seasons. Committee members are expected to attend 75% of the meetings, failure to do so will make them ineligible for the committee. Vacancies will be filled by appointment by ROPSSAA Council

Dates and deadlines for the meetings will be published at the beginning of each school year.

Applications will only be considered if they are received by 3:00 p.m. the day of the meeting.

Notification of those athletes denied approval, will be faxed by 12:00noon the day following the meeting. The list of approved athletes will be posted on the ROPSSAA website.

### Section II - Eligibility Concerns

Any athlete who has attended another school in the previous twelve months is considered a transfer athlete, and is thereby ineligible for interschool competition, until such time as approval has been granted by the ROPSSAA Transfer and Eligibility Committee.

All challenges to the eligibility of any athlete are to be made to OFSAA according to OFSAA By-Law 5 (as per Article XI, Section Ia).

### Section III - Falsified Information

Any student whose application form contains falsified information will be deemed ineligible for 12 months from the date, the application was processed.



# ROPSSAA

## INDEPENDENT SCHOOLS MEMBERSHIP APPLICATION

School Name: \_\_\_\_\_ Secondary Enrollment: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Principal Name: \_\_\_\_\_

Athletic Contact Name: \_\_\_\_\_

\_\_\_\_\_  
Principal Signature

\_\_\_\_\_  
Date

-----  
Office Use Only

\_\_\_\_\_ approved

\_\_\_\_\_ not approved (see attached)

\_\_\_\_\_ approved with conditions  
(see attached)

\_\_\_\_\_  
ROPSSAA President

\_\_\_\_\_  
Date

CANADIAN SCHOOL SPORT FEDERATION  
INTERPROVINCIAL COMPETITION SANCTION FORM

Note: Applications are to be initiated by the host school no later than 60 days prior to the date of the meet or tournament. When the upper segment of this sheet has been completed accurately, please send this form to your provincial association office.

In order for your event to be approved, all competing teams and athletes must meet their own provincial eligibility requirements

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Date of Application: \_\_\_\_\_

School Conducting Meet: \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Telephone # \_\_\_\_\_

Name of Meet or Tournament: \_\_\_\_\_  
(the OFSAA or ROPSSAA name may not be used)

Sport: \_\_\_\_\_ Date of Tournament: \_\_\_\_\_

Age Level: \_\_\_\_\_ Boys: \_\_\_\_\_ Girls: \_\_\_\_\_ Coed: \_\_\_\_\_

We desire to invite schools from the following Associations: \_\_\_\_\_

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The number of schools which will probably compete in this meet is: \_\_\_\_\_

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Value of Awards (if any): \_\_\_\_\_

I hereby apply for OFSAA approval for the above meet or tournament:

Convenor: \_\_\_\_\_ Signature: \_\_\_\_\_

Principal: \_\_\_\_\_ Signature: \_\_\_\_\_

**RECOMMENDATION OF ASSOCIATION REPRESENTATIVE TO OFSAA**

Date: \_\_\_\_\_ Association: \_\_\_\_\_

I recommend that this meet be approved.

Signature of Association Representative: \_\_\_\_\_

**OFFICIAL APPROVAL OF OFSAA**

Date: \_\_\_\_\_

This meet is approved  not approved  Signature: \_\_\_\_\_

Position: \_\_\_\_\_



Submitted by: \_\_\_\_\_ School: \_\_\_\_\_ Ext: \_\_\_\_\_

(staff)

**OFSAA TRANSFER POLICY APPEAL FORM**  
7880 Keele Street, Suite 206, Concord, ON L4K 4G7

**This form should only be submitted to OFSAA once eligibility for competition has been DENIED by a member Association and an appeal to that decision is desired. Please complete all sections of form fully and accurately.**

Association **ROPSSAA** Date of Application to \_\_\_\_\_ Date of application to OFSAA \_\_\_\_\_  
: \_\_\_\_\_ ROPSSAA \_\_\_\_\_

**PART A - STUDENT INFORMATION** (Please print)

Name \_\_\_\_\_ Birthdate \_\_\_\_\_  
Last First Month / Day / Year

**Residences:** List all addresses used during high school career together with occupancy dates. In each circumstance indicate if the address given was the same for parent(s) or legal guardian(s) (as appointed by a court of competent jurisdiction).

PRESENT ADDRESS (list all addresses while attending highschool)	DATE IN	LIVING WITH (mother, father, legal guardian, other). Please specify.	
_____ Street City/Town _____ Postal Code Home Tel. #	_____ Month / Day / Year		
PREVIOUS ADDRESSES (list <u>all</u> addresses while attending highschool)	DATE IN	DATE OUT	LIVING WITH (mother, father, legal guardian, other). Please specify.
(1) _____ Street City/Town _____ Postal Code Home Tel. #	_____ Month / Day / Year	_____ Month / Day / Year	
(2) _____ Street City/Town _____ Postal Code Home Tel. #			

**LIST ONLY HIGH SCHOOLS**

PRESENT HIGH SCHOOL	DATE OF ENTRY Month / Day / Year	T / S	SCHOOL - CITY/TOWN
PREVIOUS HIGH SCHOOLS (list all high schools attended in reverse order)	DATE OF ENTRY Month / Day / Year	T / S	SCHOOL - CITY, PROV., COUNTRY
(1) _____ _____	_____	_____	_____
(2) _____ _____	_____	_____	_____

Month and year of entry into Grade 9: \_\_\_\_\_ Number of credits earned as of last June: \_\_\_\_\_

Number of credits earned Semester I this year if applicable: \_\_\_\_\_.

Sports played at interschool level during 12 months prior to transfer (if NONE, indicate):

**STUDENT'S RATIONALE FOR ELIGIBILITY: (PLEASE PRINT CLEARLY)**

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**PART B - APPEAL BASED ON** (Please mark correct box)

Before determining the section of the Transfer Policy under which your appeal will be made, read the entire Policy carefully so as to ensure that you are appealing under the appropriate section and that you are able to provide the documentation required.

Every student who has been registered as a transfer from another school within the previous twelve (12) months is ineligible for all ROPSSAA and OFSAA-sanctioned events, unless he/she appeals and is deemed eligible by the ROPSSAA and/or OFSAA Board of Reference - Transfers under one of the six following sections.

- (a)(i) there has been an accompanying change in legal residence by the student and his/her immediate family to the designated school from any system (public, catholic, independent) according to school board boundaries (or is the closest school in the student's choice of school system to the student's home if no school boundaries exist). (Immediate family is the parent(s) or the student's legal guardian as determined by a court of competent jurisdiction.)
- (a)(ii) students transferring to an Ontario School from outside North America may apply under this section.
- (a)(iii) a student attending a school as a result of the closure of his/her former school may apply under this section.
  
- (b)(i) the student did not participate in any sports at the interschool level for twelve months prior to the date of transfer.
- (b)(ii) the student accepts his/her ineligibility under the Transfer Policy, but requests eligibility for the sports he/she did not participate in at the interschool level for the twelve months prior to the date of transfer.
  
- (c) the student has transferred from a non-semestered school to a semestered school for Semester I and is either within one (1) semester of graduation or is within four (4) credits of the academic requirements for university admission. The purpose of such a transfer is to complete high school in one semester. Such a student is eligible for Semester 1 only and will be ineligible for twelve (12) months after the conclusion of the semester.
  
- (d) the student **has been placed** in a school by (i) an I.P.R.C. (Identification, Placement and Review Committee) decision; or (ii) a court order. The Federation's Board of Reference shall require and receive a letter from the principal of the school from which the student has transferred, stating the reason for the placement of the student by I.P.R.C., or a copy of the court order placing the student in the new school, whichever is applicable.
  
- (e) the student has transferred for major academic program needs. Major academic program needs are defined as a series of related courses which is unattainable at the previous school and which is a prerequisite for entrance requirements for a specific post-secondary goal (i.e. college or university entrance, employment, apprenticeship).
  
- (f)(i) the student, has transferred prior to their grade 10 year for exceptional personal, social or academic reasons. Documentation detailing these exceptional reasons must accompany the appeal.
- (f)(ii) the student, has changed residence to live with a custodial parent, or to live with a new court-appointed legal guardian for exceptional personal reasons. Documentation showing that there was just cause for the move must accompany the appeal.
- (f)(iii) the student, has transferred to remove him/herself from an abusive home environment. Documentation detailing the abusive situation shall be provided by the applicant from the sending school, psychologists, social worker, medical doctor or police, as the case may be. (All documentation will be reviewed respecting confidentiality.)
- (f)(iv) the student has been forced to leave an independent school specifically due to financial hardship. The appeal must include the following information: information regarding change in tuition fees; documentation regarding family requests for bursary assistance to meet financial hardship; documentation regarding significant changes in the financial situation of the family; and confirmation that the student will be attending the designated school in their home catchment area.
- (f)(v) **Failed Intervention Strategies:** the student who has transferred (or is considering transferring) experienced educational and/or social difficulties that have clearly been documented on the student's scholastic record and, in the opinion of school administration, it is in the best interest of the student to transfer schools as a direct result of the failure of the intervention strategies put in place by the school to deal with the situation. The transfer must be approved by the receiving and sending school principals and both schools' athletic co-ordinators or heads of health and physical education. Students should apply prior to the actual transfer of schools if possible.

**Notwithstanding any of the above, no student may play the same sport for more than one school in the same League or municipality in the same school year unless the student is ruled eligible by the Federation's Board of Reference under subsection (a) of the Transfer Policy.**

**Notes:**

1. Once a student has changed schools he/she is considered a transfer student and even if he/she returns to a school, he/she must comply with the Transfer Policy.
2. The word "participate" in section (b) of the Transfer Policy means competing for your school in that activity. This includes exhibition games and invitational tournaments/events not just league play.
3. The Board of Reference **will not consider** as reasons for transfer:
  - (i) the relative ranking of schools or the differences in delivery of courses with the same Ministry course codes;
  - (ii) that a sport or team is no longer offered at the previous school
4. Students moving from a school in a strike/lock-out area are ineligible for all sports played in the previous 12 months from their date of entry into the new school.
5. Out of province and out of country exchange students are not considered transfer students and are eligible for all sports.
6. Students who have graduated from high school or equivalent in other provinces, states or countries, and have the number of required credits to be eligible for post secondary education in Ontario, are ineligible for Ofsaa competition.
7. Students applying under Section C, E, or F **must** attend the next closest school (of their choice of school system) to their home residence

**DOCUMENTATION REQUIRED TO SUPPORT THIS APPEAL:**

APPLYING UNDER	TIMETABLE	TRANSCRIPTS	COURT ORDER*	IIRC LETTER	LETTERS OF EXPLANATION/SUPPORT	PROOF OF GUARDIANSHIP *
Section (a)(i), (ii) or (iii)					X - proof of address	X (i or ii)
Section (b)(i) or (ii)	Name of Phys.Ed. Head at previous school: _____ Fax # _____					
Section (c)	X	X				
Section (d)	X	X	X	X		
Section (e)	X	X			X	
Section (f) (i)	X	X	X		X	
Section (f) (ii)	X	X			X	X
Section (f) (iii), (iv) or(v)	X	X			X	

\* If applicable (court document required). Any other pertinent documents are welcome.

To the best of my knowledge the above information is accurate. Any student submitting falsified information on this form will be deemed ineligible for twelve (12) months from the date of the ROPSSAA/OFSAA appeal.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Signature of School Official



---

PRINCIPAL SIGNATURE

---

ASSISTANT COACH (PRINT)

STAFF

STUDENT

COMMUNITY\*

**\* HEAD COACH MUST BE A STAFF MEMBER OF THE SCHOOL**

**\* CRIMINAL REFERENCE CHECK ON FILE AT SCHOOL**

## **ARTICLE X - ELIGIBILITY**

### **Section I**

- a) All students are eligible for ROPSSAA athletic competitions if, in the opinion of their Principals and according to OFSAA Eligibility rules\*, they are bona fide students of the school they represent, subject to the specific Playing Regulations for each activity.
- b) a bona fide student is:
  - i) students who have fewer than twenty two (22) credits must be taking courses which define them as full time students under the Ministry of Education definition. Namely, a student in a traditional school must be registered in a minimum of six (6) full day school credit courses; in a semestered school, a student must be registered in a minimum of three (3) full day school credit courses in the semester in which he/she participates
  - ii) students who have achieved twenty two (22) credits must be taking four (4) non-semestered full day school credit courses over the school year or two (2) full day school credit courses in the semester in which he/she participates
- c) Students will be eligible to participate for no more than 5 consecutive calendar years from entry into Grade 9.

\*See transfer and eligibility policy.

### **Appendix G - Code of Behaviour**

In light of the fact that interscholastic athletics is an enriching aspect of the total school program, it is crucial that the positive values of human interaction be encouraged. Cross-sport consistency in all ROPSSAA schools is a priority.

All athletes and coaches are expected to uphold the highest ideals of sportsmanship and fair play. Respect must be shown to teammates, opponents, coaches, officials, and spectators. The following behaviours will not be tolerated in practices, in travel, or at competitions:

1. obscene language
2. gestures viewed as disrespectful, aggressive, or violent
3. insulting the opposition, "trash talk"

All members of a team including coaches and managers are to refrain from smoking while attending ROPSSAA events.

It is the responsibility of the coach to ensure that the Code of Behaviour is followed for the enjoyment of all participants and spectators. The coach shall be a positive role model.

Any person who has a concern regarding behaviour in an athletic match is asked to notify the Region of Peel Secondary School Athletic Association executive.

### **Appendix H - Code of Behaviour for Spectators**

- cheer in a positive manner, respect officials decisions, do not interfere with the competition, keep off the playing area, be courteous and respectful, refrain from smoking while attending ROPSSAA events.









**REGION OF PEEL  
SECONDARY SCHOOL  
ATHLETIC ASSOCIATION**

TO: fax: 905.890.0771 DATE: \_\_\_\_\_

FROM: \_\_\_\_\_  
Name School

**Please process the following game change form.**

**\*Faxes must be received, 1 WEEK PRIOR TO THE DATE, confirmation within 3 school days to both the contact name and the individual who confirmed the change.**

-----  
**SPORT** \_\_\_\_\_

Game(s) to be moved \_\_\_\_\_ at \_\_\_\_\_  
Visiting Home Level(s)

From \_\_\_\_\_ to \_\_\_\_\_  
month day time month day time

School requesting change \_\_\_\_\_ Contact Name \_\_\_\_\_

School agreeing to change \_\_\_\_\_ Contact Name \_\_\_\_\_

Office Use

## **Code of Behaviour**

In light of the fact that interscholastic athletics is an enriching aspect of the total school program, it is crucial that the positive values of human interaction be encouraged. Cross-sport consistency in all ROPSSAA schools is a priority.

All athletes and coaches are expected to uphold the highest ideals of sportsmanship and fair play. Respect must be shown to teammates, opponents, coaches, officials, and spectators. The following behaviours will not be tolerated in practices, in travel, or at competitions:

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Any person who has a concern regarding behaviour in an athletic match is asked to notify the Region of Peel Secondary School Athletic Association executive.

## APPENDIX H

### ROPSSAA CODE OF BEHAVIOR FOR SPECTATORS

CHEER IN A POSITIVE MANNER;

RESPECT OFFICIALS' DECISIONS

DO NOT INTERFERE WITH THE  
COMPETITION

KEEP OFF THE PLAYING AREA

BE COURTEOUS AND RESPECTFUL

FAILURE TO COMPLY WITH THIS CODE OF  
BEHAVIOUR MAY LEAD TO EJECTION.