

Sample Agenda for Coaches' Meeting

- 1) Welcome – introductions
- 2) Introduction
- 3) Governance Overview – Ringette Canada, ORA, Regions, Leagues, Associations
- 4) ORA Operating Manual – where to find it – what is included (<http://www.ontario-ringette.com/administration/index.php?sub=administration>)
- 5) Important Dates for this season
- 6) Association Website – How to navigate it and where to find things
- 7) Association Ice Scheduling (tournaments, league, practices)
- 8) Other Association Programs such as Goalie Clinics and Powerskating
- 9) Equipment pick-up – Rings, Cones, Jerseys, etc.
- 10) Association Team/Spirit Wear and off-ice Uniforms details
- 11) Association Fundraising details
- 12) Submissions to Newspaper for league game and tournament results – How to
- 13) Review ORA Sport Development Compliance Rules (<http://www.ontario-ringette.com/SDev/compliance.php?sub=SDev>)
- 14) Review Team Activity Log (<http://www.ontario-ringette.com/SDev/Log.php?sub=SDev>)
- 15) Review Fair Ice Policy (http://www.ontario-ringette.com/administration/op_manual/documents/SPORT%20DEVELOPMENT%2008-May-2013.pdf page 17, Section 8.0)
- 16) Review Equipment Requirements such as shoulder pads, mouth guards, etc.
- 17) Tournament Playing Rules (including goal spread for tie-breaking - max 7) (http://www.ontario-ringette.com/administration/op_manual/documents/Games%20and%20Tournaments%20July-09-2013.pdf pages 19-26, Section 5.0)
- 18) Substitution Rules and Chart (differences for league and tournament play) (http://www.ontario-ringette.com/administration/op_manual/documents/Games%20and%20Tournaments%20July-09-2013.pdf pages 9-11, Sections 3.4.7-3.4.11)
- 19) TRF Adjustment Form requirements for both Players and Bench Staff (<http://www.ontario-ringette.com/administration/documents/G&T-F-07.pdf>)

- 20) Two-Team Player Agreements (<http://www.ontario-ringette.com/administration/documents/M-F-02.pdf>)
- 21) New ORA items – Review Ringette Flashes(<http://www.ontario-ringette.com/Flash/flash.php>) and Membership Notices(<http://www.ontario-ringette.com/administration/MemNotices1.php?sub=administration>)
- 22) Bench Staff Requirements - Rules and Chart (http://www.ontario-ringette.com/administration/op_manual/documents/Coaching%20Development%20July-08-2013.pdf pages 3-10, Sections 3.0-4.6)
- 23) CI and CSI Clinics, First Aid Clinics, Manager Certification, Other Professional Development Clinics available
- 24) TRF's - responsibility for, timelines, Information Change Forms, all bench staff qualified by January 8th
- 25) Bench Staff Code of Conduct - treatment of officials, other coaches, players (<http://www.ontario-ringette.com/administration/documents/C-F-01.pdf>)
- 26) Police Checks
- 27) Injury Reporting; Association Medical Info Form, ORA Sport Injury Report Form (<http://www.ontario-ringette.com/administration/documents/M-F-13.pdf>)
- 28) Concussion and other Injury Management - Return to Play Form/Policy (http://www.thinkfirst.ca/programs/concussion_resources.aspx) (<http://www.coach.ca/concussion-awareness-s16361> also includes e-learning module Making Head Way in Sport. Take this NCCP Professional Development module to become concussion smart today)
- 29) League specific rules/timelines, etc.
- 30) Rule Clarification with RIC – questions on new rules or rules coaches do not understand
- 31) Penalty Reporting (all fully served penalties such as unsportsmanlike, Major, Match and Misconduct penalties are to be reported to Regional G&T Coordinator) – timelines and what needs to be sent. Note possible fines if not reported.
- 32) Other Association Policies, such as Code of Conduct, Grievance Procedures, dressing room policy
- 33) Resources for Coaches
- 34) Upcoming Coaches Forum

Information for Coaches

Introduction

Coaches have significant responsibilities and the purpose of tonight's meeting is to provide coaches with information to help them carry out those responsibilities. In addition to practice planning and player development, a coach's responsibilities include the following:

- player safety and equipment
- conduct of all players, Bench Staff and parents
- being familiar with the Official Rules of Ringette
- being familiar with the Games & Tournaments section of the ORA Operating Manual, which deals with, among other matters, playing rules for sanctioned events, player and bench staff substitutions, penalties, Provincials, etc.
- providing a program in accordance with ORA Sport Development policies
- the accuracy of the information on the team's TRF
- being familiar with local league rules and procedures

(http://www.ontario-ringette.com/administration/op_manual/documents/Coaching%20Development%20July-08-2013.pdf pages 3-5 for Bench Staff Responsibilities and Requirements)

Governance

Ringette Canada (www.ringette.ca)

Ringette Canada is the national sport governing body. Ringette Canada sets the Official Rules of Ringette and set rules for National Championships.

Together with the National Coaches' Certification Program and the Coaching Association of Canada, Ringette Canada develops the training and certification program for coaches.

Ringette Canada has initiated a national coaches' registry. Coaches set up a profile, which gives access to register for clinics and access to coaching resource materials (skills demonstration videos, sample practice plans, etc.).

Ontario Ringette Association (ORA) (www.ontario-ringette.com)

The ORA is the provincial governing body. The ORA sets rules and policies for sanctioned play (tournaments, Provincials), player and team registration, bench staff requirements, code of conduct, discipline, insurance, mandatory equipment, etc. Unless otherwise noted, ORA rules apply to all games – tournament, league, and exhibition.

The ORA Operating Manual is online. Key sections for coaches are Games & Tournaments (G&T), Coaching Development, and Sport Development. As well, important information can be found under the headings on the left hand side of the ORA home page (Compliance Information, Tournament Information, Coaching Resources).

Western Region Ringette Association (www.wrra.ca)

The Western Region Ringette Association (WRRRA) administers the ORA rules in your region. There are Regional Coordinators for all functional areas – G&T, Coaching Development, Membership Services, Sport Development, Elite, Adult, and Officiating.

Region specific leagues (WORL, WRRL, CORL, SWIRL)

Use following info as example

All Provincial level teams play in WORL, with the exception of 'AA' teams, which play in CORL. Regional teams play in the WRRL and Open B/C teams play in SWIRL.

Some league-specific rules that may be different or stricter than the ORA rules:

- Additional special rules for U8 divisions.
- Substitution rules – more restrictive than the ORA call-up rules.
- Cancelling/Rescheduling games
- Players will serve penalties in the penalty box closest to their team's bench in some associations.

Penalties

Ringette Canada, ORA and WRRRA rules for Misconduct, Match and Excessive penalties.

- Misconduct penalty results in an automatic one-game suspension.
- Match penalty results in an automatic two game suspension under ORA rules (i.e. incurred at a tournament).
- 10 penalty minutes for one player in the same game results in an automatic one game suspension.
- 30 minutes in penalties by a team in a single game results in Coach expulsion and 1 game suspension

- Whenever a penalty is incurred that results in a suspension, the head coach of both teams must contact their Regional G&T Coordinator within 24 hours of the game or before the next scheduled game, whichever is sooner. In all of the above cases, there will be a review and possible disciplinary hearing either by the league or the region.

Important/New for 2013/2014

- Rule Change Year – The Head Coach or an Assistant Coach of every registered team must attend a Rules Clinic by January 8, 2014. \$25 fine for non-compliance.
- Sport Development Compliance Rules

Important Forms/Resources to be aware of

- Association Medical Form
- Police Check Form
- Bench Staff Code of Conduct
- Association Player/Parent Code of Conduct
- Intent to Proceed to Provincials
- Intent to Proceed to CRC and ECRC
- Goalie Rebate Form
- ORA Ringette Flashes
- Membership Notices
- ORA Sport Injury Report Form
- Concussion Management – Return to play form and other information for Parents, Coaches and Players
- Two Team Player Agreement Form
- TRF Adjustment Form

Important Dates (Examples)

- 1) Start of Season U8, U9, U10, U12, U14, U16, U19 Regional teams
- 2) Start of Season U12P, A and AA teams
- 3) Association Photo Night
- 4) Goalie Clinics
- 5) Rules Clinics
- 6) CSI / CI Clinics
- 7) Santa Clause Parade – Association Float
- 8) Association Tournament
- 9) Start of second half of season
- 10) Deadline for bench staff to be qualified (January 8th)

- 11) End of Regular Season
- 12) Playoffs, if applicable
- 13) AA Provincials - March 6-9, 2014 - Gloucester
- 14) A Provincials - March 13-16, 2014 - Kitchener
- 15) Regional Championship Tournament
- 16) U12 Event - April 3-6, 2014 - Sault Ste. Marie
- 17) Canadian Ringette Championships - April 7-13, 2014 - Regina
- 18) Eastern Canadian Ringette Championships - April 17-20, 2014 - Mississauga

Resources for Coaches

There are various coaching resources, such as sample practice plans and videos, available on the Ringette Canada website (www.ringette.ca). It is recommended that all coaches set up a profile with Ringette Canada - just go to the Coaching page and click on 'Register Now'. This will give you access to the various coaching resources and allow you to register for coaching clinics online.

In addition, Ontario Ringette has developed 'Guides to Success' for U6 to U10 coaches and Associations. Ontario has also produced a 'Drills for Skills' index to help coaches quickly find effective drills to develop particular skills. These tools can be found at www.ontario-ringette.com => Coaching => Resources.